

BROUGHAM PARISH COUNCIL

Parish Clerk: Naomi Callaghan

Email: clerk@broughamparishcouncil.co.uk

There will be an Ordinary Meeting of Brougham Parish Council on the 10th October 2025 to be held at 09:30am in Brougham Hall Café.

AGENDA

1	Apologies To receive any apologies and note the reason for absence.																																											
2	Previous Meeting Minutes To authorise the Chairman to sign the Minutes of the meeting held on 31 st July as a true record.																																											
3	Declaration of Interests 3.1. To enable councillors to declare personal interests in matters on the agenda. 3.2. PB and RS to complete and sign Declaration of Interests forms as requested by W&F Monitoring Officer.																																											
4	Financial Matters Current balance of BPC Bank Account: £423.90 Current balance of BPC Savings Account: £7,047.13 4.1. To discuss and agree an amount to move into the current account to cover upcoming expenditure. 4.2. To note and sign banking reconciliations for July - October. 4.3. To ratify payments made since the last meeting and authorise necessary payments noted below: <table><tr><th>Date</th><th>Payee</th><th>Budget Head</th><th>Amount</th></tr><tr><td>15/08/2025</td><td>NW Ambulance Trust</td><td>Training Donation</td><td>£100.00</td></tr><tr><td>22/08/2025</td><td>ICO renewal</td><td>Website Expenses</td><td>£47.00</td></tr><tr><td>28/08/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£139.42</td></tr><tr><td>28/08/2025</td><td>HMRC PAYE</td><td>Clerk Salary</td><td>£35.00</td></tr><tr><td>31/08/2025</td><td>Unity Bank</td><td>Banking Fee</td><td>£6.00</td></tr><tr><td>29/09/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£139.42</td></tr><tr><td>30/09/2025</td><td>Unity Bank</td><td>Banking Fee</td><td>£6.00</td></tr><tr><td>10/10/2025</td><td>N. Callaghan</td><td>Clerk Expenses (July – Oct)</td><td>£49.38</td></tr><tr><td>10/10/2025</td><td>HMRC PAYE</td><td>Clerk Salary</td><td>£34.80</td></tr></table>				Date	Payee	Budget Head	Amount	15/08/2025	NW Ambulance Trust	Training Donation	£100.00	22/08/2025	ICO renewal	Website Expenses	£47.00	28/08/2025	N. Callaghan	Clerk Salary	£139.42	28/08/2025	HMRC PAYE	Clerk Salary	£35.00	31/08/2025	Unity Bank	Banking Fee	£6.00	29/09/2025	N. Callaghan	Clerk Salary	£139.42	30/09/2025	Unity Bank	Banking Fee	£6.00	10/10/2025	N. Callaghan	Clerk Expenses (July – Oct)	£49.38	10/10/2025	HMRC PAYE	Clerk Salary	£34.80
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5	Clerk Salary Update 5.1. To note and accept the NJC annual pay increment increase for NC’s salary; at point 19 on the scale, hourly pay rises from £16.10 to £16.62. 5.2. To clarify issue re: contracted hours and payroll for NC.																																											
6	Planning Matters No new applications to discuss.																																											
7	M6 Bridge Repairs 7.1. To discuss the repairs happening on the M6 and the diversions planned. 7.2. To discuss the upcoming Clifton Bridge Replacement in January ’26 and the impact on residents.																																											
8	Highways & Footpaths 8.1: To receive any update on the A66 upgrade project including works to Kemplay roundabout. 8.2. To discuss the Speed Indicating Device for Clifton Dykes and receive update from Cllr J. Davies from Clifton Community Council. 8.3. To discuss footpath sign in Clifton Dykes in need of updating.																																											

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9	Parish Issues 9.1. To note the monthly checks for the Defibrillator and if there are any issues. 9.2. To note and discuss the parking of campervans lay-by on the left-hand side of the Clifton Dykes to Penrith road; litter often left behind. 9.3. To note fly tipping happening within the Parish and discuss if any action can be taken to deter this behaviour.
10	Local Councillor Report To receive an update from Cllr L. Baker regarding issues relevant to the Parish.
11	Correspondence To note any correspondence received not on the agenda.
12	Next Meeting Date To agree the date and venue for the next meeting.