

# Scaleby Parish Council



Clerk: Nick Phillips

14 Twickenham Court

Carlisle

CA1 3TW

Tel: 0750 800 1602

clerk@scaleby-pc.gov.uk

www.scaleby.org.uk

Chairman: Cllr. Terry Moore

Monday, 14 July 2025

Dear Councillor

You are summoned to attend the **Scaleby Parish Council Meeting** that will be held at Scaleby Village Hall on **Tuesday 22 July 2025** at 7.30 PM. The Public and Press are invited to attend.

Clerk

## AGENDA

23. **APOLOGIES FOR ABSENCE** - To receive apologies and approve reasons for absence
24. **MINUTES OF THE COUNCIL MEETING held on 27 May 2025** - To authorise the chair to sign, as a correct record, the minutes of the meeting held on 27 May 2025 (attached).
25. **DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests
  - b. To declare any personal interests in items on the agenda and their nature
  - c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
  - d. To make any requests for dispensation
26. **Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**  
To decide whether there are any items of business which require exclusion of the press and public
27. **PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** - this agenda item enables Parish Councillors to hear the views, comments and/or complaints from the public. The Parish Councillors can respond. However (unless the items are already on the agenda) no council decisions can be taken at this meeting but, if appropriate, the matters can be put onto a future agenda for decision. Comments limited to 5 minutes per person.
28. **CUMBERLAND COUNCILLOR REPORTS– to receive** items for information (items raised for decision will appear on the agenda for the next meeting subject to agreement by the council.)
29. **POLICE MATTERS – to resolve** whether to submit any matters to the Local Focus Hub.



Chairman: Cllr. Terry Moore

**30. PLANNING APPLICATIONS** - You may view the details on the Planning Authority website (Cumberland.gov.uk) where parishioners can submit their own observations directly

a. To resolve whether to submit any observations on the following applications

25-0381	Field to the north C1011, north east of Fordsyke Farm, Scaleby, Carlisle, CA6 4LW	Erection Of General Purpose Agricultural Shed For Storage And Livestock
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## 31. FINANCE

a. **Payments- to authorise** schedule of payments totalling £756.57 (VN 20-28)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
20	23/07/2025	T Moore	Reimbursement	Cable Ties	13.31	2.66	15.97
25	14/07/2025	Starboard Systems Ltd	0	Subscription	15.00	3.00	18.00
21	20/07/2025	Nick Phillips	Salary	Salary	249.20	0.00	249.20
22	20/07/2025	HMRC	475PW00174663	PAYE	62.40	0.00	62.40
21	20/07/2025	Nick Phillips	Salary	Salary	18.00	0.00	18.00
23	23/07/2025	Nick Phillips	0	Expenses	3.40	0.00	3.40
24	23/07/2025	Scaleby Village Hall	0	Room Rental	30.00	0.00	30.00
26	31/07/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00
27	20/08/2025	Nick Phillips	Salary	Salary	249.20	0.00	249.20
28	20/08/2025	HMRC	475PW00174663	PAYE	62.40	0.00	62.40
29	20/08/2025	Starboard Systems Ltd	0	Subscription	15.00	3.00	18.00
27	20/08/2025	Nick Phillips	Salary	Salary	18.00	0.00	18.00
30	31/08/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00

b. **Monthly reconciliation (May and June 2025) – to receive and note** the reconciliation and balances checked by Cllr McGarr.

c. **Monthly budget update- to receive and note**

d. **Receipt – to note** receipt from Unity Trust Bank – Interest R02 £51.30.



Chairman: Cllr. Terry Moore

- e. **To note that the Clerk has transferred £1000 from savings.**
- 32. **HIGHWAY MATTERS:** To receive, for information, any items relating to the highway and **Resolve** which to ask the Clerk to report to the Highways Authority.
- 33. Councillor email addresses – to receive a paper from the Clerk with suggestions for changes to email addresses and resolve what action to take.
- 34. Parish Litter Pick – to discuss and resolve what action to take
- 35. Clerk and Councillors' reports/items for future agenda**  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 36. **Date of next meeting**  
**The next meeting of the Parish Council** will take place on 23 September 2025 in Scaleby Village Hall at 7.30 pm.  
Agenda items to be submitted to the Clerk by 12 noon on 11 September 2025.



**Minutes of the Scaleby Parish Council meeting held on Tuesday 27 May 2025 at 7.30pm in Scaleby Village Hall.**

**Present:** T Moore-Chair, G Little, R Marston

**Also Present:** N Phillips (Clerk/RFO) Cumberland Cllr J Mallinson

**Annual Parish Meeting**

1. Public participation – none present

**Annual Meeting of Scaleby Parish Council**

1. **APOLOGIES FOR ABSENCE** - received apologies and approved reasons for absence from Cllrs McGarr and Grant, not present Cllrs Brown, Hogg and Thompson
2. **Election of Chair** – Cllr Moore elected as chair for 2025-26
3. **Chair's Declaration of Acceptance of Office** - received the Chair's declaration
4. **Election of Vice Chair** – deferred to next meeting
5. **MINUTES OF THE COUNCIL MEETING held on 25 March 2025** - authorised the chair to sign, as a correct record, the minutes of the meeting held on 25 March 2025.
6. **DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests
  - b. To declare any personal interests in items on the agenda and their nature
  - c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
  - d. To make any requests for dispensation
7. Year End Accounts –received and noted the attached statements of accounts
8. Internal Auditor 2025-26 –
  - a. received the internal audit report for 24/25
  - b. resolved to re-appoint the existing internal auditor
9. Risk assessment and internal audit policy –resolved to adopt the attached policy
10. Annual AGAR Return 2024-25 (Attached)
  - a. To resolve whether to claim exemption from external audit
  - b. To answer the questions on the Annual Governance Statement and authorise the Clerk and Chair to sign.
  - c. To resolve whether to authorise the Chair to Sign the Accounting Statement

# Scaleby Parish Council



Chairman: Cllr. Terry Moore

Clerk: Nick Phillips  
14 Twickenham Court  
Carlisle  
CA1 3TW  
Tel: 0750 800 1602  
clerk@scaleby-pc.gov.uk  
www.scaleby.org.uk

## 11. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public - none

## 12. PUBLIC PARTICIPATION none present

## 13. CUMBERLAND COUNCILLOR REPORTS—received the following items for information: Council has been going through further reorganisation internally. Council still making progress on aligning systems but progress still to be made.

## 14. POLICE MATTERS —resolved not to submit any matters to the Local Focus Hub.

## 15. FINANCE

### a. Payments- authorised schedule of payments totalling £1816.32 (VN 5-18)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
13	16/05/2025	Hayton Parish Council	Inv 22	Expenses	11.32	0.00	11.32
12	16/05/2025	Zurich Municipal	YLL-2720928103	Insurance	304.00	0.00	304.00
5	20/05/2025	Nick Phillips	Salary	Salary	249.20	0.00	249.20
6	20/05/2025	HMRC	475PW00174663	PAYE	62.40	0.00	62.40
10	20/05/2025	Starboard Systems Ltd	0	Subscription	15.00	3.00	18.00
5	20/05/2025	Nick Phillips	WFH	Salary	18.00	0.00	18.00
7	28/05/2025	Nick Phillips	0	Expenses	5.10	0.00	5.10
8	28/05/2025	Scaleby Village Hall	0	Room Rental	30.00	0.00	30.00
9	28/05/2025	Cumbria Association of Local Councils	0	Subscription	183.70	0.00	183.70
19	28/05/2025	Jean Airey	Scaleby PC	Audit	75.00	0.00	75.00
14	28/05/2025	GLL	CUS-013466	Summer Scheme 2024	500.00	0.00	500.00
11	31/05/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00
15	20/06/2025	Nick Phillips	Salary	Salary	249.20	0.00	249.20
16	20/06/2025	HMRC	475PW00174663	PAYE	62.40	0.00	62.40
17	20/06/2025	Starboard Systems Ltd	0	Subscription	15.00	3.00	18.00
15	20/06/2025	Nick Phillips	WFH	Salary	18.00	0.00	18.00
18	30/06/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00

### b. Monthly reconciliation (March and April 2025) —received and noted the reconciliation and balances checked by Cllr McGarr.

### c. Monthly budget update- received and noted



d. **Receipt –noted** receipt from Cumberland Council R01 – Precept, £7500

e. **noted and authorised the following standing orders and direct debits**

Type	Purpose	Payee	Regularity	Amount	VAT	Net Amount
SO	Salary/WFH	N Phillips	Monthly	£267.20	£0	£267.20
SO	PAYE	HMRC	Monthly	£62.40	£0	£62.40
DD	Scribe	Starboard Systems	Monthly	£15.00	£3.00	£18.00
DD	Bank Charges	Unity	Monthly	£6.00	£0.00	£6.00

16. **HIGHWAY MATTERS:** received, for information the following for the Clerk to report:  
Junction 44 traffic lights still having lots of queuing traffic and that the issue seems to be that there is an issue with sequencing.

17. Standing Orders- to re-adopt the model standing orders

18. Financial Regulations –resolved to re-adopt the financial regulations.

19. Meeting Dates –noted and agreed the dates for forthcoming meetings.

20. General Power of Competence –resolved to adopt GPoC for 2025-26

**21. Clerk and Councillors' reports/items for future agenda**

Clerk Shared the dates for the summer playscheme as 29 July, 13 August, 26 August  
8.30 am – 3.30 pm

Litter Picking

**22. Date of next meeting**

**The next meeting of the Parish Council** will take place on Tuesday 22 July 2025 in Scaleby Village Hall at 7.30pm.

Agenda items to be submitted to the Clerk by 12 noon on 8 July 2025.

Meeting closed at 20.15

Nick Phillips  
Scaleby Parish Council  
Clerk to Scaleby PC  
14 Twickenham Court  
Carlisle  
CA1 3TW

**Case Officer:**

Leigh Thompson

**Direct Line:**

01228 817125

**E-mail:**

Leigh.Thompson@carlisle.gov.uk

**Your Ref:**

**Our Ref:**

LT/DC/25/0381

08 July 2025

Dear nick

**CONSULTATION ON PLANNING SUBMISSION: PARISH COUNCIL**

**Proposal:** Erection Of General Purpose Agricultural Shed For Storage And Livestock

**Location:** Field to the north C1011, north east of Fordsyke Farm, Scaleby, Carlisle, CA6 4LW

**Appn Ref:** 25/0381

**Grid Ref:** 345736 563206

I write to advise that the application described above have been received by Cumberland Council and to invite observations thereon from the Parish Council. I would be grateful to receive your Council's comments on the proposals using the enclosed response slip, which should be completed and returned to these offices by 05 August 2025.

In certain circumstances, those making representation to applications for Planning Permission, Listed Building Consent, Advertisement Consent and in relation to Tree Preservation Orders may have a "right to speak" when an application is decided at the Planning Committee. This right to speak is also available to Applicants or Agents. A copy of the "Right To Speak Policy" is available from Cumberland Council or via the Planning Applications page on the Council's website: [www.cumberland.gov.uk](http://www.cumberland.gov.uk).

Under the provisions of the Scheme, Parish Councils can register to speak in the event the application is referred to the Planning Committee. If you do wish to

register to speak, however, notification of that request must be made by 05 August 2025.

Should you require any further information in the application or wish to clarify any aspect of the proposal or if you have difficulty in providing comments by the response date, please contact the Case Officer whose name and telephone extension is given above.

May I also ask that in accordance with the Council's commitment to giving members of the public the widest possible opportunity to view and comment upon planning proposals, the application, plans and any related documents be made available for inspection at your convenience when requested by residents of the Parish. Please note that due to the volume of correspondence on applications we do not usually enter into a dialogue with those making representations and matters will be dealt with through the application process/assessment.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Hardman', followed by a horizontal line.

**Christopher Hardman, Head of Development Management**



Cumberland Council  
Thriving Place and Investment  
Planning  
Civic Centre  
Rickergate  
CARLISLE  
CA3 8QG

**FAO Case Officer:** Leigh Thompson

## **PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION**

**Proposal:** Erection Of General Purpose Agricultural Shed For Storage And Livestock

**Location:** Field to the north C1011, north east of Fordsyke Farm, Scaleby, Carlisle, CA6 4LW

**Appn Ref:** 25/0381

\*1 My Council does not wish to make any representation on the proposal detailed above.

\*2 The observations of my Council on the proposal detailed above are given\*below/on the attached document.

*\*Delete as appropriate*

**Scaleby Parish Council**

**Parish Observations**

Scaleby Parish Council  
PAYMENTS (AWAITING AUTHORISATION) LIST

14 July 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
25	Subscriptions	14/07/2025		Current - Unity		Subscription	Starboard Systems Ltd	S	15.00	3.00	18.00
21	Salaries	20/07/2025		Current - Unity	Salary	Salary	Nick Phillips	Z	249.20		249.20
22	PAYE	20/07/2025		Current - Unity	475PW00174663	PAYE	HMRC	Z	62.40		62.40
21	Working from Home allowance	20/07/2025		Current - Unity	Salary	Salary	Nick Phillips	Z	18.00		18.00
23	Office costs	23/07/2025		Current - Unity		Expenses	Nick Phillips	Z	3.40		3.40
20	Speed Indicator Device	23/07/2025		Current - Unity	Reimbursement	Speed Indicator Device	Toolstation	S	13.31	2.66	15.97
24	Room Rental	23/07/2025		Current - Unity		Room Rental	Scaleby Village Hall	Z	30.00		30.00
26	Bank Charges	31/07/2025		Current - Unity		Bank Charges	Unity Trust Bank	Z	6.00		6.00
27	Salaries	20/08/2025		Current - Unity	Salary	Salary	Nick Phillips	Z	249.20		249.20
28	PAYE	20/08/2025		Current - Unity	475PW00174663	PAYE	HMRC	Z	62.40		62.40
29	Subscriptions	20/08/2025		Current - Unity		Subscription	Starboard Systems Ltd	S	15.00	3.00	18.00
27	Working from Home allowance	20/08/2025		Current - Unity	Salary	Salary	Nick Phillips	Z	18.00		18.00
30	Bank Charges	31/08/2025		Current - Unity		Bank Charges	Unity Trust Bank	Z	6.00		6.00
Total									747.91	8.66	756.57

Prepared by: \_\_\_\_\_  
Name and Role

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Name and Role

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Name and Role

Date: \_\_\_\_\_

## Toolstation Copy Invoice

UID: CC603761347  
Title: Mr  
First name: Terry  
Last name: Moore

Order Number: YWW004941331  
Placed on: 2025-04-01 09:54:48  
Completed on: 2025-04-01 09:58:13  
Total: £15.97  
Operator: WWW  
Payment type: Paypal Account

### Addresses

#### Contact

Meadow House  
Long Park  
Carlisle  
Cumbria  
CA6 4JP  
United Kingdom

#### Delivery

Toolstation Carlisle  
Unit 10, Millbrook Road  
Kingstown Industrial Estate  
Carlisle  
Cumbria  
CA3 0EU  
United Kingdom

#### Payment

Meadow House  
Long Park  
Carlisle  
Cumbria  
CA6 4JP  
United Kingdom

### Items

Code	Items	Qty	Price	Totals	VAT Band
YWW00494133					
61645	Cable Ties Natural 540mm x 8.0	1	15.97	15.97	5
00006	Customer Collection	1	0.00	0.00	5

### Company Information

Toolstation Ltd  
www.toolstation.com  
0808 100 7-2-11 or 0330 333 3303 (mobile friendly)

### VAT Analysis

Band	Rate	Net	VAT	Total
5	20%	£13.31	£2.66	£15.97
		£13.31	£2.66	£15.97

Toolstation, Express Park, Bridgwater, Somerset,  
TA6 4RN, United Kingdom

Any questions? Check out our FAQs for answers, or visit our Returns page to learn more about our 30-Day Money Back Guarantee.

Registered in England: 4372131, Toolstation Ltd, Ryehill House, Rye Hill Close, Lodge Farm Industrial Estate, Northampton, NN5 7UA

VAT Number: 408 5567 37

## Scaleby Parish Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

<b>A</b>	<b>Bank Reconciliation at 30/06/2025</b>		
	Cash in Hand 01/04/2025		6,812.53
	<b>ADD</b> Receipts 01/04/2025 - 30/06/2025		7,551.30
	<b>SUBTRACT</b> Payments 01/04/2025 - 30/06/2025		14,363.83
	<b>Cash in Hand 30/06/2025</b> (per Cash Book)		2,169.92
<b>B</b>			<b>12,193.91</b>
	Cash in hand per Bank Statements		
	Current - Unity 30/06/2025	796.26	
	Savings - Unity 30/06/2025	11,397.65	
			<b>12,193.91</b>
<b>B</b>	Less unrepresented payments		
			12,193.91
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>12,193.91</b>
	<b>A = B Checks out OK</b>		

# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Nicholas Phillips  
Scaleby Parish Council  
14 Twickenham Court  
Carlisle  
CA1 3TW

**Date:** 31/05/2025

**Account Name:** Scaleby Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20513289

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/04/2025		Balance brought forward	£0.00	£0.00	£7,612.58
15/05/2025	Direct Debit	Direct Debit (GOCARDLESS)	<b>VN10</b> £18.00	£0.00	£7,594.58
16/05/2025	Transfer	Transfer to 20513292	£5,000.00	£0.00	£2,594.58
20/05/2025	Standing Order	S/O to: Nicholas Phillips	<b>VN05</b> £267.20	£0.00	£2,327.38

Page number 1 of 3

Statement number 011

**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
Calls may be monitored and recorded for training, quality and security purposes.  
© Unity Trust Bank. All Rights Reserved.



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
27/05/2025	Standing Order	S/O to: HMRC	<b>VN06</b> £62.40	£0.00	£2,264.98
28/05/2025	Faster Payment Debit	B/P to: Jean Airey	<b>VN19</b> £75.00	£0.00	£2,189.98
28/05/2025	Faster Payment Debit	B/P to: GLL	<b>VN14</b> £500.00	£0.00	£1,689.98
28/05/2025	Faster Payment Debit	B/P to: Scaleby Parish Hal	<b>VN08</b> £30.00	£0.00	£1,659.98
28/05/2025	Faster Payment Debit	B/P to: Nicholas Phillips	<b>VN07</b> £5.10	£0.00	£1,654.88
28/05/2025	Transfer	B/P to: Hayton PC	<b>VN13</b> £11.32	£0.00	£1,643.56
28/05/2025	Faster Payment Debit	B/P to: Zurich	<b>VN12</b> £304.00	£0.00	£1,339.56
28/05/2025	Transfer	B/P to: CALC	<b>VN09</b> £183.70	£0.00	£1,155.86
31/05/2025	Fee	Service Charge	<b>VN11</b> £6.00	£0.00	£1,149.86

# Your Account Statement



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Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Nicholas Phillips  
Scaleby Parish Council  
14 Twickenham Court  
Carlisle  
CA1 3TW

**Date:** 30/06/2025

**Account Name:** Scaleby Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20513289

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/05/2025		Balance brought forward	£0.00	£0.00	£1,149.86
16/06/2025	Direct Debit	Direct Debit (GOCARDLESS)	<b>VN17</b> £18.00	£0.00	£1,131.86
20/06/2025	Standing Order	S/O to: Nicholas Phillips	<b>VN15</b> £267.20	£0.00	£864.66
25/06/2025	Standing Order	S/O to: HMRC	<b>VN16</b> £62.40	£0.00	£802.26

Page number 1 of 3

Statement number 012

**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
Calls may be monitored and recorded for training, quality and security purposes.  
© Unity Trust Bank. All Rights Reserved.



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/06/2025	Fee	Service Charge	VN18 £6.00	£0.00	£796.26



# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Nicholas Phillips  
Scaleby Parish Council  
14 Twickenham Court  
Carlisle  
CA1 3TW

**Date:** 30/06/2025

**Account Name:** Scaleby Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20513292

The credit interest rate is 2.25% AER as of your statement date.

## Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/05/2025		Balance brought forward	£0.00	£0.00	£11,346.35
30/06/2025	Credit Interest	Credit Interest	<b>R02</b> £0.00	£51.30	£11,397.65

Page number 1 of 2

Statement number 011

**For Businesses.  
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For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
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# Scaleby Parish Council

14 July 2025 (2025-2026)

## Monthly forecast of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026 - Forecast from 14/07/2025)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
<b>PAYMENTS</b>															
<b>Income</b>															
Precept															
VAT															
Bus Shelter Grant															
Bank Interest															
<b>Core Expenditure</b>															
Salaries		249.20	249.20	249.20	249.20									996.80	-996.80
PAYE		62.40	62.40	62.40	62.40									249.60	-249.60
Audit Fees			75.00											75.00	-75.00
Travel															
Office costs			16.42		3.40									19.82	-19.82
Training															
Room Rental			30.00		30.00									60.00	-60.00
Subscriptions		15.00	198.70	15.00	15.00									243.70	-243.70
Bank Charges		6.00	6.00	6.00	6.00									24.00	-24.00
Insurance			304.00											304.00	-304.00
Website															
Payroll															
Working from Home allc		18.00	18.00	18.00	18.00									72.00	-72.00
<b>Other expenditure</b>															
Grants															
Speed Indicator Device					13.31									13.31	-13.31
Summer Scheme			500.00											500.00	-500.00

Monthly forecast of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026 - Forecast from 14/07/2025)

Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
	350.60	1,459.72	350.60	397.31										
													Total:	2,558.23
													Variance:	-2,558.23

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	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
<b>RECEIPTS</b>															
<b>Income</b>															
Precept		7,500.00												7,500.00	7,500.00
VAT															
Bus Shelter Grant															
Bank Interest				51.30										51.30	51.30
<b>Core Expenditure</b>															
Salaries															
PAYE															
Audit Fees															
Travel															
Office costs															
Training															
Room Rental															
Subscriptions															
Bank Charges															
Insurance															
Website															
Payroll															
Working from Home allc															
<b>Other expenditure</b>															
Grants															
Speed Indicator Device															
Summer Scheme															

# Scaleby Parish Council

14 July 2025 (2025-2026)

## Monthly forecast of Receipts and Payments

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Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
	7,500.00		51.30											
													Total:	7,551.30
													Variance:	7,551.30



Chairman: Cllr. Terry Moore

## Council Email Addresses

Councillors will be aware that the Clerk has recently changed the email address used to [Clerk@scaleby-pc.gov.uk](mailto:Clerk@scaleby-pc.gov.uk). We were successful in obtaining the grant for this., meaning that a subsidy from central government of £100 was applied to our bill for the domain registration and set up.

Changes in legislation and the rules around the Annual Governance and Accountability Report (AGAR) now mean that all councillors should also be given a council provided email address. There are a number of reasons for this:

- It ensures that any email from a councillor on council business is clearly not just a personal opinion (unless specifically stated)
- Lends gravitas to any communication
- More secure than some other platforms
- Can be controlled by the council and deleted if necessary. When a councillor resigns or is not re-elected then they should delete any emails that have been sent to them on council business. They should also not be able to receive any emails from members of the public who may still think that they are councillors. For example if a councillor resigned and still received emails from a member of the public asking them to bring something to the attention of the council they may not know that their request had not been actioned. If they had an email sent back to them as undeliverable then they may then seek an alternative route for delivery.
- In the event of a FOI request the councillor would not have to give access to their own personal emails.
- The issue of different email platforms not communicating with each other would be eliminated. Currently some councillors with Gmail or AOL accounts are not able to open certain email attachments.
- Recent training on internal audits highlighted the JPAG guidance that Clerks must be provided with a council owned email address and that councillors should be provided with an email address. It is possible that this becomes mandatory in 2026.

Currently all councillors are provided with an email address through the website [name@scaleby.org.uk](mailto:name@scaleby.org.uk) although I am aware that not all members either use them or access them. There is also an issue that there appears to be a trust issue between the gov.uk email server and the Scaleby.org.uk server. This means that when emails are forwarded as an attachment, for example when sending on emails from CALC or NALC, the messages are rejected by the Scaleby server.

# Scaleby Parish Council



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14 Twickenham Court  
Carlisle  
CA1 3TW  
Tel: 0750 800 1602  
[clerk@scaleby-pc.gov.uk](mailto:clerk@scaleby-pc.gov.uk)  
[www.scaleby.org.uk](http://www.scaleby.org.uk)

Chairman: Cllr. Terry Moore

I would therefore like to propose that councillors are provided with a gov.uk email address that should then be the only email address that is used for official council communication and certainly the only email address that I will use.

There is a cost associated with council provision of this email address. Each email address has a cost of £25 per annum for the licence and includes access to Microsoft Outlook on the web and mobile devices. This equates to £200 pa for all councillors. The Clerk has a higher storage capacity and the ability to use full MS Outlook and this is charged at £45 pa.