

St Cuthbert Without Parish Council

Parish Clerk: Nick Phillips (for Correspondence Only) 14 Twickenham Court, Carlisle CA1 3TW
Tel: 0750 800 1602 Email:clerk@StCuthbertWithout-PC.gov.uk
Web www.stcuthbertwithout.org.uk

Thursday, 19 March 2026

Dear Councillor

You are summoned to attend the **St Cuthbert Without Parish Council Meeting** that will be held at Wreay Village Hall on **Thursday 26 March 2026** at 7.30 PM. The Public and Press are invited to attend.



Clerk

AGENDA

100. **APOLOGIES FOR ABSENCE** - To receive apologies and approve reasons for absence
101. **MINUTES OF THE COUNCIL MEETING held on 22 January 2026** - To authorise the chair to sign, as a correct record, the minutes of the meeting held on 22 January 2026 (attached).
102. **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
103. **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
104. **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.
105. **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.)
106. **POLICE MATTERS – to resolve** whether to submit any matters to the Local Focus Hub.
107. **Garden Village-** to receive a verbal update from the Clerk
108. **CSLR** - to receive, for information, any updates.
109. **AutoSpeedWatch update** – to receive the attached report for information.
110. **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 application
- | | | |
|---------|---|----------------------------|
| 26/0079 | Land to the North of Red Cat House, Newbiggin Road, Durdar, Carlisle, CA2 4UL | Erection Of 9no. Dwellings |
|---------|---|----------------------------|
- b. To note the following applications that were delegated to the Clerk for decision following consultation with councillors and the comments below made online.
- | | | | |
|---------|------------------------------------|--|-----------------|
| 26/0055 | 39 Valley Drive, Carlisle, CA1 3TB | Erection Of Single Storey Side Extension To Provide WC & Shower Room | No observations |
|---------|------------------------------------|--|-----------------|
- c. To Note that the following application(s) have been refused

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25/0542	487 Durdar Road, Carlisle, CA2 4TU	Erection Of Single Storey Side & Rear Extension To Provide Hall & Extended Bedroom & Kitchen/Lounge Together With Installation Of Dormer And Creation Of En-Suite Bedroom With Dormer At First Floor Level
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111. FINANCE

- a. **Payments- to authorise** schedule of payments totalling £4426.75 (VN 80-90 & 1-3). NB VN 1&2 subject to change of tax codes.

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
80	28/02/2026	WJP Software Ltd	IN25-1289	Website	234.00	46.80	280.80
81	28/02/2026	Cumberland Council	0406546	Playground inspection	60.35	12.07	72.42
89	19/03/2026	Zurich Municipal	YLL-2720875423	Insurance	1,148.09	0.00	1,148.09
90	19/03/2026	John Kelly	INV 46	Website	194.58	0.00	194.58
87	27/03/2026	Nick Phillips	0	Expenses	18.59	0.00	18.59
84	27/03/2026	HMRC	0	PAYE	166.08	0.00	166.08
85	27/03/2026	Nick Phillips	0	Salary	1,140.73	0.00	1,140.73
86	27/03/2026	Unity Trust Bank	0	Bank charges	6.00	0.00	6.00
88	27/03/2026	SSE Energy Solutions	0	Footway lighting	75.51	3.78	79.29
2	27/04/2026	Nick Phillips	0	Salary	1,148.09	0.00	1,148.09
1	27/04/2026	HMRC	0	PAYE	166.08	0.00	166.08
3	27/04/2026	Unity Trust Bank	0	Bank charges	6.00	0.00	6.00

- b. **Monthly reconciliation (January and February 2026) – to receive and note** the reconciliation and balances checked by Cllr Stringfellow.
- c. **Monthly budget update- to receive and note**
- d. **Receipt – to note** receipt from HMRC – VAT refund £1502.96 (R09)

112. HIGHWAY MATTERS:

- a. To receive information on the work that has taken place following the meeting between the Clerk and the Area Highway manager.
- b. To receive, for information, any items relating to the highway and **Resolve** which to ask the Clerk to report to the Highways Authority.

113. IT policy – to resolve whether to adopt the attached policy.

114. Community Feedback Action Plan- to receive and note.

115. Roads in Wreay – to discuss the request from Cllrs Wallace and Bradford that SCWPC takes a stronger line with Cumberland Highways regarding road issues.

116. Bench on Village Green at Parklands Village – to receive any updates.

117. Clerk and Councillors' reports/items for future agenda

Damaged Footway Light

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.

118. Date of next meeting

The Annual meeting of the Parish Council will take place on 28 May 2026 in Creighton Rugby Club at 7.30pm.

Agenda items to be submitted to the Clerk by 12 noon on 15 May 2026.

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Minutes of the St Cuthbert Without Parish Council meeting held on Thursday 22 January 2026 at 7.30pm at The Carleton Clinic.

Present: S Reed (Chair), M Bowman, B Graham, J Hayton, E Nanson, M Turnbull

Also present: N Phillips (Clerk/RFO)

Minutes

83. APOLOGIES FOR ABSENCE - received apologies and approved reasons for absence from Cllrs Bird, Bradford, Stewart, Stringfellow and Wallace as well as Cumberland Councillor Ellis

84. MINUTES OF THE COUNCIL MEETING held on 27 November 2025 - authorised the chair to sign, as a correct record, the minutes of the meeting held on 27 November 2025.

85. 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-Cllr Nanson in application 25/0719
- 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

86. 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

87. PUBLIC PARTICIPATION none present

88. CUMBERLAND COUNCILLOR REPORTS—none present

89. POLICE MATTERS –resolved to submit concerns over continuing use of e-bikes to the Local Focus Hub.

90. PLANNING APPLICATIONS -

- a. Resolved to submit observations on the following applications

25/0542	487 Durdar Road, Carlisle, CA2 4TU	Erection Of Single Storey Side & Rear Extension To Provide Hall & Extended Bedroom & Kitchen/Lounge Together With Installation Of Dormer And Creation Of En-Suite Bedroom At First Floor Level With Terrace Area
No observations		
25/0719	Land at Brisco Road, Brisco, Carlisle	Erection Of Affordable Dwellings & Retirement Living Accommodation, With Associated Infrastructure (Outline)
Object as the Parish Council is concerned that this development is not supported by infrastructure as is necessary for a development of this size and would put even more pressure on a road that is already above capacity. It is an area that floods regularly and borders the Brisco conservation area.		
26/0001/TPO	6 Worthington Place, Carlisle, CA1 3TS	Re-Pollarding Of 1no. Sycamore Tree (T1) Subject To TPO 308
No observations		

- b. noted the following applications that were delegated to the Clerk for decision following consultation with councillors and the comments below made online.

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25/0634	Wilfs Barn, Greenlands, Wreay, Carlisle, CA4 0RR	Erection Of Two Storey Side Extension To Provide Extended Kitchen/Living Room On Ground Floor With En-Suite Bedroom Above	No observations
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91. FINANCE

a. **Payments- authorised** schedule of payments totalling £2767.76 (VN 72-79)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
72	23/01/2026	Green Team Garden Services	00000284	Bench	87.50	17.50	105.00
76	23/01/2026	Nick Phillips	0	Expenses	37.14	0.00	37.14
74	27/01/2026	Nick Phillips	0	Salary	1,140.73	0.00	1,140.73
73	27/01/2026	HMRC	0	PAYE	166.08	0.00	166.08
75	27/01/2026	Unity Trust Bank	0	Bank charges	6.00	0.00	6.00
78	27/02/2026	Nick Phillips	0	Salary	1,140.73	0.00	1,140.73
77	27/02/2026	HMRC	0	PAYE	166.08	0.00	166.08
79	28/02/2026	Unity Trust Bank	0	Bank charges	6.00	0.00	6.00

b. **Monthly reconciliation (November and December 2025) –received and noted** the reconciliation and balances checked by Cllr Stringfellow.

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

d. **Receipt – to note** receipt from Unity Trust Bank – Interest R07 £245.65, Cumberland Council, Grant for 2 x Speed indicators R08, £1988.

92. **HIGHWAY MATTERS:** Received the following items to be reported – Redcat junction has a new sign that has been placed in the pavement causing an obstruction Continued icing in Brisco. Cumwhinton Drive deteriorating badly. Retaining wall on A6 by river Petteiril. Road near Stoneraise school – potholes. Chapel Hill road end use by goods vehicles has caused some rutting and the road is now crumbling.

93. **CSLR** – Councillors asked for an update from the team and to discuss picnic area.

94. **St Cuthbert’s garden Village** – Clerk attended the most recent Members Advisory Group meeting and raised concerns regarding the implementation of outdoor recreation facilities in areas such as Carleton which is due to see some of the first housing development and last green space. The Clerk and Cllr Reed have been invited to attend a workshop in the coming week regarding stewardship.

95. Grass Contract –resolved to issue a contract to Green Team as per the tender document provided.

96. Trees on Brisco Common – some residents of Brisco had approached the Parish Council to ask for permission to plant trees on the common. In looking into the matter the Clerk discovered that the land was registered to the Church Commissioners and has therefore passed the issue to them for decision.

97. Autospeedwatch

a. received the report and decided that members would prefer an abbreviated report.

b. decided that the two new cameras should be placed at Brisco as an average speed camera and liaise with Police on location of other locations.

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98. Clerk and Councillors' reports/items for future agenda

AGAR and assertion 10

Report on highways meeting – The Clerk met with Mark Wilson, area Manager for Cumberland Highways to look at the issues in Wreay with road deterioration and flooding in both Wreay and Brisco. There is expected to be progress on both matters.

Cllr Bradford and Wallace asked for an item on roads in Wreay with regard to CSLR.

Parkland Village bench

Buckingham Palace Garden Party – the Clerk will be nominating a local resident who regularly clears litter in the parish.

99. Date of next meeting

The next meeting of the Parish Council will take place on Thursday 26 March 2026 in Wreay Village Hall at 7.30pm.

Agenda items to be submitted to the Clerk by 12 noon on 12 March 2026.

Meeting closed at 20.42

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Autospeedwatch report

The Parish Council currently has 2 cameras set up which have been placed in different locations. The Police use the information to target their resources and send letters to those who have been reported on numerous occasions.

	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26
Brisco (SE)	52	44	38	8	0	1	6	28
Cumwhinton Drive (new)				1	0	1	4	1

It should be noted that the operational hours decrease in winter and there have also been road closures that may impact on the number of vehicles.

Nick Phillips
Clerk to St Cuthberts Without PC
14 Twickenham Court
Carlisle
Cumbria
CA1 3TW

Case Officer:
Direct Line:
E-mail:
Your Ref:
Our Ref:

Paul Skelton

01228 817388
Paul.Skelton@Carlisle.gov.uk

PLS/DC/26/0079

26 February 2026

Dear Nick

CONSULTATION ON PLANNING SUBMISSION: PARISH COUNCIL

Proposal: Erection Of 9no. Dwellings
Location: Land to the North of Red Cat House, Newbiggin Road, Durdar, Carlisle, CA2 4UL
Appn Ref: 26/0079
Grid Ref: 341227 551080

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 26 March 2026.

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.

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 26 March

2026.

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 'I. Fairlamb', written in a cursive style.

Mr I Fairlamb
Service Manager for Development and Implementation

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

FAO Case Officer: Paul Skelton

PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION

Proposal: Erection Of 9no. Dwellings

Location: Land to the North of Red Cat House, Newbiggin Road, Durdar,
Carlisle, CA2 4UL

Appn Ref: 26/0079

- *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*

Clerk to St Cuthberts Without PC

Parish Observations

St Cuthbert Without Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
80	Subscriptions	28/02/2026		Unity	IN25-1289	Website	WJP Software Ltd	S	234.00	46.80	280.80
81	Risk Management	28/02/2026		Unity	0406546	Playground inspection	Cumberland Council	S	60.35	12.07	72.42
89	Insurance	19/03/2026		Unity	YLL-2720875423	Insurance	Zurich Municipal	Z	1,148.09		1,148.09
90	Subscriptions	19/03/2026		Unity	INV 46	Website	John Kelly	Z	194.58		194.58
87	Clerk's expenses	27/03/2026		Unity		Expenses	Nick Phillips	E	18.59		18.59
84	HMRC	27/03/2026		Unity		PAYE	HMRC	E	166.08		166.08
85	Salary	27/03/2026		Unity		Salary	Nick Phillips	E	1,140.73		1,140.73
86	Bank charges	27/03/2026		Unity		Bank charges	Unity Trust Bank	E	6.00		6.00
88	Lighting	27/03/2026		Unity		Footway lighting	SSE Energy Solutions	L	75.51	3.78	79.29
Total									3,043.93	62.65	3,106.58

Prepared by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

WJP Software Limited

Office 10, Bedale Hall, North End,, Bedale,, North Yorks,, DL8 1AA

Telephone: 01677 392001 **Mobile:** 07769970448**Email:** james.proctor@wjps.co.uk **Website:** www.wjps.co.uk**VAT Number**
GB 110 437659**Customer** St Cuthbert Without Parish Council
Reference
Invoice Address c/o Parish Clerk
Delivery Address c/o Parish Clerk**Invoice Number** IN25-1289
Invoice Date 15/01/2026
Due Date 14/02/2026

Description	Qty/Hrs	Price/Rate	Net	% VAT	VAT	Total (£)
Office 365 Kiosk Email (O365 Kiosk Email)	9.00	26.00	234.00	20.00	46.80	280.80

Total Net 234.00 (£)**Total VAT** 46.80 (£)**Total** 280.80 (£)**Notes**

Annual Email Support Contract to cover 03.02.2026 - 02.02.2027

Please note that you can pay directly into our bank account. Please quote the invoice number.

Sort Code: 40-40-22 / Account Number: 01742582

Account Name: WJP Software Limited / Bank: HSBC

VAT Rate	Net (£)	VAT (£)	Total (£)
Standard 20.00%	234.00	46.80	280.80

Terms and Conditions

The total must be paid within 30 days of the date at the top of the invoice.

If you have any problems with this invoice please contact info@wjps.co.uk

INVOICE



ST CUTHBERT WITHOUT PARISH COUNCIL
NICK PHILLIPS
14 TWICKENHAM COURT
CARLISLE
CUMBRIA
CA1 3TW

Cumberland Council
Parkhouse Building
Kingmoor Business Park
Carlisle
CA6 4SJ

VAT NO: 434 5476 85

ANNUAL PLAY AREA INSPECTION 2025/26

DETAILS

Invoice No: 0406546
Invoice Date: 13-Feb-26
Page: 1 of 1

LINE NO	DESCRIPTION	QTY	UNIT PRICE	VAT RATE %	TOTAL (ex VAT)	VAT AMOUNT	AMOUNT
1	REIMBURSEMENTS BLACKWELL COMMON	1.00	60.35	20.00	60.35	12.07	72.42

ALL INVOICES STRICTLY 28 DAYS NET

For any queries regarding this invoice, please contact;

JILL FOSTER

Tel: 01228 817243

email: JILL.FOSTER@CARLISLE.GOV.UK

60.35 12.07 72.42

PAYMENT METHODS

By BACS : National Westminster Bank, Sort Code 55-81-37
Account No 96595752. Cumberland Council Income Account.
Please ensure your bank quotes our Invoice No.

By Internet : Pay online at www.cumberland.gov.uk/payonline

By Telephone : Telephone 01228 479800
Please send remittance advice to remittance@cumberland.gov.uk

Our Full Terms and Conditions are available at : www.cumberland.gov.uk/pay-sundry-debt

TOTAL AMOUNT DUE

72.42

DETAILS

CUSTOMER NO: E0007489
INVOICE NO: 0406546

Z10

Subject: St Cuthbert Without Parish Council (Carlisle) - Your insurance policy is due for renewal
Date: Wednesday, 25 February 2026 at 11:16:17 Greenwich Mean Time
From: Zurich Insurance
To: Parish Clerk

[Visit Website](#) | [View as Web Page](#)



Follow Us   

Dear Nick,

We'd like to remind you that your insurance for St Cuthbert Without Parish Council (Carlisle) (Policy Number: YLL-2720875423) is due for renewal on 01 April 2026, and we hope that you continue to insure with Zurich for the coming year.

We recently sent you an email containing details of your renewal premium and a link to your [online account](#) (if you don't recall your password, you can reset it [here](#)). [Here](#) you'll find all your renewal documents and it's important that you read them carefully and check that we've included all the covers you want for the coming year.

Your premium for the year, including Insurance Premium Tax and VAT where applicable, is **£1,148.09**. To ensure your cover continues, your renewal premium is due by 01 April 2026.

To pay by bank transfer please use the following details:

Account Name: Zurich Town & Parish, Insurer Trust Account

Account Number: 23110249

Sort Code: 20-65-82

Bank: Barclays Bank PLC

To pay by cheque, please use the following details:

Please make your cheque payable to **Zurich Municipal**

Please send your cheque to: **Zurich Town and Parish Council Team, PO Box 726, Chichester, PO19 9PS.**

St Cuthbert Without Parish Council

Clerk's Expenses March 2026

Postage

VAT

Total

Travel

Miles

@per mile

To post agendas on noticeboards

17.6 £ 0.65

£ 11.44

mileage claim 28 Jan

11 £ 0.65

£ 7.15

Totals

£ -

£ 18.59

£ 18.59

St Cuthbert Without Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 28/02/2026		
	Cash in Hand 01/04/2025		45,280.16
	ADD		
	Receipts 01/04/2025 - 28/02/2026		29,048.21
			74,328.37
	SUBTRACT		
	Payments 01/04/2025 - 28/02/2026		27,739.97
A	Cash in Hand 28/02/2026 (per Cash Book)		46,588.40
	Cash in hand per Bank Statements		
	Petty Cash 31/07/2023	0.00	
	Unity 28/02/2026	2,121.56	
	Unity Savings account 28/02/2026	44,820.06	
			46,941.62
	Less unrepresented payments		353.22
			46,588.40
	Plus unrepresented receipts		
B	Adjusted Bank Balance		46,588.40
	A = B Checks out OK		

Your Account Statement



For Businesses. For Communities. For Good.

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

Mr Nicholas Phillips
14 Twickenham Court
CARLISLE
CA1 3TW

Date: 31/01/2026

Account Name: St Cuthbert Without Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20452832

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
31/12/2025		Balance brought forward	£0.00	£0.00	£3,099.98
09/01/2026	Credit	CUMBERLAND COUNCIL	R08 £0.00	£1,988.00	£5,087.98
21/01/2026	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	VN82 £101.02	£0.00	£4,986.96
23/01/2026	Faster Payment Debit	B/P to: Green Team Garden	VN72 £105.00	£0.00	£4,881.96

Page number 1 of 3

Statement number 059

**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
23/01/2026	Faster Payment Debit	B/P to: N Phillips	VN76 £37.14	£0.00	£4,844.82
26/01/2026	Standing Order	S/O to: N Phillips	VN74 £1,140.73	£0.00	£3,704.09
27/01/2026	Standing Order	S/O to: HMRC	VN73 £166.08	£0.00	£3,538.01
31/01/2026	Fee	Service Charge	VN75 £6.00	£0.00	£3,532.01

Your Account Statement



For Businesses. For Communities. For Good.

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

Mr Nicholas Phillips
14 Twickenham Court
CARLISLE
CA1 3TW

Date: 28/02/2026

Account Name: St Cuthbert Without Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20452832

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
31/01/2026		Balance brought forward	£0.00	£0.00	£3,532.01
23/02/2026	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	VN83 £97.64	£0.00	£3,434.37
26/02/2026	Standing Order	S/O to: N Phillips	VN78 £1,140.73	£0.00	£2,293.64
27/02/2026	Standing Order	S/O to: HMRC	VN77 £166.08	£0.00	£2,127.56

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Statement number 060

**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
28/02/2026	Fee	Service Charge	VN79 £6.00	£0.00	£2,121.56

St Cuthbert Without Parish Council

19 March 2026 (2025-2026)

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
PAYMENTS														
Income														
VAT Refund														
Precept														
Bank Interest														
Grant receipt														
Administration														
Precept														
Payroll	120.00		120.00											120.00
Audit	250.00		75.00				236.25							311.25
Clerk's expenses	260.00		8.25		45.23		16.15		126.06		37.14		18.59	251.42
Insurance	1,100.00												1,148.09	1,148.09
Post/Phone	20.00													20.00
Subscriptions	1,500.00		760.30		408.00				129.00			234.00	194.58	1,725.88
Training	150.00													150.00
Salary	9,155.00	1,114.23	1,114.23	1,114.23	1,114.23	1,246.74	1,140.73	1,140.73	1,140.73	1,140.73	1,140.73	1,140.73	1,140.73	13,688.77
HMRC	2,336.00	150.20	150.20	150.20	150.20	229.58	166.08	166.08	166.08	166.08	166.08	166.08	166.08	1,992.94
Bank charges	72.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	72.00
Room Hire					55.00									55.00
Working From Home	312.00													312.00
Grounds														
Risk Management	300.00		51.50		51.50							60.35		163.35
Grass contract	4,371.00		682.29	682.29	682.29	682.29	682.29							3,411.45
Sundry repairs and Mair	600.00		103.00		103.00									206.00
Picnic area	100.00													100.00
Noticeboards							23.50							23.50
Delivery														
Benches	1,500.00								598.24		87.50			685.74
Grit Bins	1,260.00													1,260.00

St Cuthbert Without Parish Council

19 March 2026 (2025-2026)

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	
Lighting															
Lighting	1,000.00	77.17	74.68	77.17	74.68	77.17		144.05	79.42	87.25	96.21	92.99	75.51	956.30	43.70
Miscellaneous															
Sundries	700.00														700.00
Grants	500.00														500.00
SID				223.27	198.00		392.00							813.27	-813.27
Defibrillators		83.33			966.00									1,049.33	-1,049.33
Parish Plan								1,978.97						1,978.97	-1,978.97
Solicitor fee								333.33						333.33	-333.33
	25,606.00	1,430.93	3,145.45	2,253.16	3,854.13	2,241.78	2,663.00	3,769.16	2,245.53	1,400.06	1,533.66	1,700.15	2,749.58		
														Total:	28,986.59
														Variance:	-3,380.59

St Cuthbert Without Parish Council
Monthly breakdown of Receipts and Payments
 All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

19 March 2026 (2025-2026)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
RECEIPTS														
Income														
VAT Refund														
Precept		24,000.00												24,000.00 24,000.00
Bank Interest				219.29			288.27			245.65				753.21 753.21
Grant receipt											1,988.00			1,988.00 1,988.00
Administration														
Precept	27,000.00													-27,000.00
Payroll														
Audit														
Clerk's expenses														
Insurance														
Post/Phone														
Subscriptions														
Training														
Salary														
HMRC														
Bank charges														
Room Hire														
Working From Home														
Grounds														
Risk Management														
Grass contract							1,241.00	100.00						1,341.00 1,341.00
Sundry repairs and Mair														
Picnic area														
Noticeboards														
Delivery														
Benches														
Grit Bins														

St Cuthbert Without Parish Council

Parish Clerk: Nick Phillips (for Correspondence Only) 14 Twickenham Court, Carlisle CA1 3TW
Tel: 0750 800 1602 Email: clerk@StCuthbertWithout-PC.gov.uk
Web www.stcuthbertwithout.org.uk

St Cuthbert Without Parish Council – IT Policy

Adopted: 26 March 2026

Review Date: Every three years or if an update is required.

Approved by: St Cuthbert Without Parish Council

1. Purpose

This policy outlines the principles and procedures for the use, management, and security of IT systems, devices, and data within St Cuthbert Without Parish Council. It aims to ensure that technology is used responsibly, securely, and in compliance with legal and regulatory requirements.

2. Scope

This policy applies to:

- All Parish Council members and employees
- All devices provided by the council, software, and digital services used for Council business

3. IT Governance

- The Clerk is responsible for day-to-day IT management and liaising with external IT providers.
- The Council will ensure appropriate budget provision for IT maintenance, upgrades, and cybersecurity.
- All IT purchases must be approved by the Council and comply with procurement procedures.

4. Acceptable Use

- Council IT systems and devices, where provided, must be used only for official Council business.
- Personal use of Council devices is discouraged and must not compromise security or data integrity.
- Users must not install unauthorised software or access inappropriate content.
- All communications via Council email or social media must be professional and in line with Council values.

5. Data Protection and Privacy

- All personal data must be handled in accordance with the UK GDPR and Data Protection Act 2018.
- The Clerk is the designated Data Protection Officer (DPO) and responsible for ensuring compliance.
- Personal data must be stored securely and only accessed by authorised personnel.
- Data breaches must be reported immediately to the Clerk and documented.

St Cuthbert Without Parish Council

Parish Clerk: Nick Phillips (for Correspondence Only) 14 Twickenham Court, Carlisle CA1 3TW

Tel: 0750 800 1602 Email: clerk@StCuthbertWithout-PC.gov.uk

Web www.stcuthbertwithout.org.uk

6. Email and Communication

- Council email accounts (e.g. @Stcuthbertwithout-pc.gov.uk) must be used for all official correspondence.
- Emails must be archived and retained in accordance with the Council's Document Retention Policy.
- Councillors are not permitted to use personal email accounts for Council business.

7. Website and Social Media

- The Clerk is responsible for maintaining the Council website and ensuring content is accurate and up to date.
- Social media posts may be made by the Clerk on behalf of the council, Councillors posting on Social Media should leave the reader in no doubt that they are commenting as an individual rather than as a member of the Parish Council.
- Comments and messages received via social media are discouraged as these can be easily missed and may not be responded to. Residents are encouraged to email the Clerk.
- The Council website must comply with WCAG2.2 AA standards

8. Security and Access Control

- Devices must be password-protected and updated regularly.
- Two factor verification and or biometric identification should be used wherever possible.
- Access to sensitive data and systems must be restricted to authorised users.
- Anti-virus and firewall protection must be maintained on all Council devices and councillors are encouraged to install Virus and firewall protection on personal devices.

9. Backups and Disaster Recovery

- Regular backups of Council data must be performed and stored securely.
- All data is backed up to a cloud storage system that is encrypted in addition to a local copy.

10. Reporting and Enforcement

- Any IT issues, security concerns, or suspected breaches must be reported to the Clerk immediately.

11. Review and Updates

This policy will be reviewed every three years or sooner if required due to changes in legislation, technology, or Council operations.

St Cuthbert Without Parish Council

Parish Clerk: Nick Phillips (for Correspondence Only) 14 Twickenham Court, Carlisle CA1 3TW

Tel: 0750 800 1602 Email: clerk@StCuthbertWithout-PC.gov.uk

Web www.stcuthbertwithout.org.uk

Community Feedback Action Plan

Ref	What residents said	Who is responsible	What SCWPC can do	When	Cost	Success/Progress
1.	Provide more Defibrillators	SCWPC	Identify sites for Defib Purchase Defib	Ongoing	£1500 per unit	
2.	Provision of more SID	SCWPC with Cumberland Council and Cumbria Police	Provide SIDs Require CC to approve sites	Jan 2026	£1000 per unit	Funding available for 2 units – waiting on CC for permissions
3.	Grounds Care	SCWPC	Maintain areas as per schedules	Ongoing	<i>Ca</i> £3500 <i>pa</i>	New contract awarded for 2026-
4.	Decrease in litter/ more litter picking	Cumberland Council	Report litter to CC	Ongoing	Time	
		Local residents	Provide equipment if requested	As needed	£	
5.	Improvements to green spaces	Cumberland Council	Lobby and make requests	Ongoing	Time	
6.	Tackling poor parking issues	Cumberland Council/ Cumbria Police	Make requests	Ongoing	Time	
7.	Issues with dog waste	Cumberland Council	Report issues as they arise	Ongoing	Time	
8.	Pavement and Road issues	Cumberland Council	Report issues as they arise	Ongoing	Time	
9.	Anti Social Behaviour	Cumbria Police	Report issues as they arise	Ongoing	Time	