

Broughton in Amounderness Parish Council

Meeting arrangements: Full Council Meeting

Tuesday 30th September 2025 at 7:30pm

The Toll Bar Cottage, 476 Garstang Road, Preston, Lancs, PR3 5JB

A G E N D A

1. Welcome by Chair Doc Ref
2. Declarations of Interest and Dispensation Considerations
Members are reminded of their responsibility to declare any interest in respect of any matters contained or brought up at any point in this meeting, in accordance with the current Code of Conduct. Council will consider dispensation requests.
3. Receive Apologies
4. Minutes of Council Meetings *Item 1*
Confirm the minutes of the Full Council meeting held on 19th August 2025 as a true and accurate record.
5. Public Participation
Matters brought to the Parish Council by residents. The Chair may limit a member of the public to 3 minutes of speaking in order to ensure the smooth running of the meeting. Overall this section will typically be limited to 20 minutes although the Chair may, at their discretion, extend this.
6. Statutory Business *Item 2*
 - 6.1 To note the position of the Grass Cutting and Village Lengthsman tender.
 - 6.2 To start considering proposals for the 'Budget Challenge'.
 - 6.3 Review the adopted 'Reserves Policy'.
7. Planning *Item 3*
 - 7.1 To receive a verbal update from the Councillor leading on planning.
 - 7.2 To discuss and put forward comments for any planning matters raised since the last Parish Council meeting.
8. Financial Items *Item 4*
 - 8.1 Receive a verbal update from Chair of Finance
 - 8.2 Receive a verbal update from the Chair of Finance in relation to the Toll Bar Community Cafés recent trustee meeting and financial projections.
 - 8.3 Receive finance reports circulated (income, reconciliation, budgets, Clerk report)
 - 8.4 Approve Expenditures from 13th August 2025, as detailed in the financial updates



report and any submitted after the agenda has been issued.

8.5 To approve the Green Space contribution in the sum of £1,194 for 2025 – 2026

8.6 To approve the grant to the Toll Bar Community Café in the sum of £7,500

9. AGAR

To note the conclusion of Audit from PKF Littlejohn

10. Broughton Neighbourhood Development Plan

10.1 Parish Action Plan (PAP) update

10.2 Progress of Neighbourhood Plan Review

11. Broughton Environment Group (BEG)

To note and discuss the update from BEG.

12. Items for Information

Councillor reports from meetings attended.

13. Correspondence

Item 5

To note the Lengthmans anticipated spend until the next Council meeting and confirm authority.

14. Date of Next Meeting

Finance Committee Meeting – Tuesday 11th November 2025 at 6:45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Full Council Meeting – Tuesday 11th November at 7:30pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Broughton in Amounderness Parish Council

Item 1

Proceedings of the Parish Council Meeting held on
Tuesday 19th August 2025 at 7:30pm

Present:

Cllr. P. Hastings
Cllr. N. Parkinson
Cllr. L. Brown
Cllr. F. Atchia
Cllr. R. Heath

Jessica Dibble (Parish Clerk)

External attendees:

City Councillor Stephen Whittam

Min 1908-183 Welcome from Chair

Meeting opened at 19:30

The meeting was called to order at 7:30 PM by the Chair, Cllr. P. Hastings, who welcomed all members of the Council and the public.

Min 1908-184 Apologies

Broughton Parish Councillor & Preston City Councillor - Cllr. M. Bell
Broughton Parish Councillor – Cllr. L J Oldcorn

Min 1908-185 Declarations of interests

No declarations of interest were made by members in respect of any items on the agenda.

Min 1908-186 Approval of Minutes

It was resolved to sign the minutes of the full council meeting held on the 8th July 2025 as a correct and accurate record.

Signed by the Chair: _____

Broughton in Amounderness Parish Council

Proposer: Cllr. P. Hastings
Seconder: Cllr. N. Parkinson

Min 1908-187 Public Time

City Councillor Stephen Whittam reported concerns raised regarding antisocial behaviour in the new estates, including motorbike racing, theft, and vandalism. Although police patrols have been increased, residents noted that the visible police presence remains limited.

Residents suggested possible measures to deter antisocial behaviour, including the installation of speed bumps, improved street lighting, and use of community WhatsApp groups to support vigilance.

Resolved:

1. That the Clerk submit a Freedom of Information request to obtain details of local policing resources and response times.
2. That, when considering future planning applications, the Council explore the use of planning restrictions (e.g. speed bumps and lighting) to address these concerns in new developments.

Min 1908-188 Statutory Business

6.1 Agree the TOR for the Broughton Environment Group and revised sponsorship agreement.

It was noted that the Terms of Reference remained unchanged from the previous meeting.

The Sponsorship Agreement was revised to a single annual payment of £150 to cover two plantings in the first year, with a fee of £50 for each subsequent year.

Resolved:

That the Sponsorship Agreement, as outlined above, be approved.

6.2 Annual Budget Challenge – Councillors to confirm their attendance and agree the location of the meeting.

The Annual budget challenge was agreed for Friday 5h December at 4:30pm at the Toll Bar Cottage.

Min 1908-189 Planning

The Planning Lead first reported on historic/ outstanding applications.

- **Application 06/2025/0684 — 20 West Crescent, Preston, PR3 5JY**
Permission in principle for 1 no. dwelling

Signed by the Chair: _____

Broughton in Amounderness Parish Council

Concerns were raised as the outline plan has been approved with conditions for up to four dwellings. Cllr. P. Hastings has contacted the Planning Department to confirm whether this is an administrative error as the permission in principle was for one.

- **Application 06/2025/0665 — Italian Orchard**
Single-storey rear (kitchen) extension
This application was approved.
- **Application 06/2025/057431 — Woodplumpton Lane, Preston, PR3 5JJ**
Porch extension to front, first floor extension, new fenestration, and change of external façade, following demolition of existing outbuilding
This application was approved.

[Application number: 06/2025/0754 & 06/2025/0713](#)

Address: Evergreen Early Years, Fernyhalgh Lane, Preston, PR2 5ST

Description: Listed building consent for single storey timber framed building, following demolition existing detached canopy

Single storey timber framed building, following demolition of existing detached canopy

Council comments: No objections, council remain uncertain this will be approved due to the buildings listed status.

[Application number: 06/2025/0809](#)

Address: 17, Whittingham Lane, Broughton, Preston, PR3 5DA

Description: Amendment to planning permission 06/2024/0418 to clarify the scale and appearance of the double garage, and change the fenestration of selected windows on 4B House Type 2 (non-material amendment not subject to consultation)

Council comments: No concerns raised regarding this application.

[Application number: 06/2025/0765](#)

Address: 43, Whittingham Lane, Broughton, Preston, PR3 5DA

Description: Proposed change of use of existing 5no. bedroom dwellinghouse (Class C3(a)) to Children's Care Home for a maximum of 3no. children (Class C2).

Council comments: Certificate of Lawfulness.

[Application number: 06/2025/0824](#)

Address: 517, Garstang Road, Preston, PR3 5JA

Description: Renovation works to improve entrance, cladding, signage, internal remodelling, bicycle store and bin store associated with additional uses under Class E (a, b, d)

Council comments: Broughton Parish Council raised concerns that works had commenced prior

Signed by the Chair: _____

Broughton in Amounderness Parish Council

to planning permission being granted. Members also expressed concern regarding parking provision.

Resolved:

That the Clerk write to the Planning Authority to highlight the Parish Council's concerns regarding the commencement of unauthorised works, and parking implications.

Min 1908-190 Financial Matters

8.1 Verbal update from the Chair.

Cllr. N. Parkinson, Chair of Finance, gave a verbal report to the Council.

The Profit and Loss Report had been shared with members prior to the meeting along with the financial accounting update.

A summary of the Budget vs Actual (Year to Date, April–July 2025) was presented. Notable overperformances include bank interest (£379.82 vs £100) and planter sponsorship (£150 vs £0).

Underspends were reported across Clerk's fees, HMRC, NEST, insurance, and various admin categories, largely due to timing. It was noted that the Clerk's fees budget line was initially over-allocated (£22,400 vs an estimated £18,000 requirement), but this acts as a buffer.

Overspends were identified for the Internal Auditor (£1,500 vs £600), the unbudgeted third-party contribution to the Lancashire Environmental Fund (£3,274.04), legal/professional fees, and subcontractor fees. These were all explained and considered manageable.

The overall financial position shows income slightly behind forecast due to delays in grants, VAT refunds, and reimbursements. Expenditure is generally well controlled. CIL funds remain largely unused but are planned for later in the year. The net position as of 28 July 2025 is a surplus of £27,179.05, reflecting strong financial management.

In relation to CIL, payments totalling £14,973.00 have been allocated (Lengthsman, war memorial works, and PCC reports). Following transfers from the Unity CIL account and reconciliation with Preston City Council's figures, the current balance stands at £908,262.11.

An update was also given on the Trustee meeting: sales for April–June were up 60% year-on-year, but increased staffing costs (reflecting reduced volunteer input) are under review by Cheryl and the trustees. The next meeting is scheduled for 9 September, and members were asked to confirm attendance in the event Cllr. N Parkinson was unable to attend.

8.2 Finance Reports Circulated

Broughton in Amounderness Parish Council

The Chair of Finance, presented on the current status of the Council's bank accounts (see below). The following reports were summarised to Council by the Chair of Finance: Profit and Loss, Actual vs. Budget, Bank Reconciliations and transactions to date.

Councillor Parkinson confirmed the accounts as follows:

Unity Trust Bank (Revenue):

- Balance as of last Full Council (02.07.2025): £70,304.45
- Outgoing: £21,810.95
- Incoming: £6,762.27
- **Balance as of 13.08.2025: £55,255.77**

Unity Trust Bank (CIL Interest)

- Balance as of last Full Council (02.07.2025): £51,683.49
- Outgoing: £0.00
- Incoming: £6,379.04
- **Balance as of 13.08.2025: £58,062.53**

CCLA:

- Balance as of last Full Council (02.07.2025): £923,235.11
- Outgoing: £0.00
- Incoming: £0.00
- **Balance as of 13.08.2025: £923,235.11**

Total Assets:

Unity:	£113,318.30
CCLA:	£923,235.11
Total Assets:	£1,036,553.41

8.3 Approve Expenditures from 2nd July 2025, as detailed in the financial updates report and any submitted after the agenda has been issued

Signed by the Chair: _____

Broughton in Amounderness Parish Council

Transaction list as published was duly authorised.

Proposer: Cllr. N. Parkinson
Seconder Cllr. P. Hastings

Min 1908-191 AGAR

The Council noted the numerical explanations requested by PKF Littlejohn. It was further noted that Walling's, having submitted the financial information for 2023–2024, would provide the necessary explanations.

Min 1908-192 Broughton Neighbourhood Development Plan

10.1 Parish Action Plan

The Parish Action Plan has now been updated. A copy of the latest version has been circulated to Councillors and published on the website.

10.2 Progress on the Neighbourhood plan Review

The updated plan has been delayed, as Preston City Council resources are currently focused on other projects, including the Central Lancashire Core Plan. In addition, significant revisions are required to reflect recent government policy changes, including the addition of a design code.

All persons involved are working on finalising the documents, including policy sections and consultation materials, ready for submission. It was noted that the referendum is now anticipated to take place in May 2026.

20:24 Cllr. S Whittam left the meeting.

Min 1908-193 Toll Bar Café

11.1 To note the verbal update from the chair following the revised opening times, comments raised by residents and to note the up-and-coming events.

It was reported that Saturday opening hours have been suspended due to staffing constraints and lower than expected revenue.

11.2 To request the Charity managing the Cottage for a report on their current position following financial support received from the Council. Before the 2nd payment due in October.

A response was received from the Charity confirming that financial projections are being prepared for consideration at the Trustees' meeting on 9 September, after which the information can be forwarded to the Parish Council together with any requests for support over the coming year.

Signed by the Chair: _____

Broughton in Amounderness

Parish Council

As an interim update, the Charity advised that trading for the three months April to June showed sales up by just over 60% compared with the previous year. However, this increase has been offset by a sharp rise in staffing costs, as volunteer contributions have reduced and been supplemented by paid staff. It was confirmed that this matter is under review by Cheryl and the Trustees.

11.3 To request projections for the following year, ahead of the budget challenge

It was noted that updated details of the café's financial position are due to be provided to the Council.

Min 1908-194 Broughton Environment Group (BEG)

It was reported that the application for a street sign at the Broughton Lane junction had been rejected. It was agreed that Cllr. Hastings would write again to Lancashire County Council to suggest an alternative location on the Woodplumpton Lane side of the bench.

Pavement damage in front of the Police Station near the Cottage (Garstang Road) was discussed, and it was noted that a formal request should be submitted and Cllr. Brown will work with the Clerk to action this.

Updates were also given on bin relocation and litter control, with maintenance duties ongoing.

It was noted that Public Rights of Way (PROW) have been walked and reviewed from a maintenance perspective.

Min 1908-195 Youth Engagement

It was reported that a youth engagement survey will be launched in September through schools and community groups.

Councillors reviewed the survey questions and agreed they were appropriate. Council further requested that the survey be uploaded to the platform without delay, with the closing date brought forward to 31 October 2025.

Min 1908-196 Scarecrow Festival

It was reported that a Halloween-themed Scarecrow Festival is planned for late October (half term), building on the success of the 2024 event. The clerk will work alongside Cllr. L J Oldcorn and link in with the café to deliver a family fun day as part of the event.

Min 1908-197 Items for Information

Signed by the Chair: _____

Broughton in Amounderness Parish Council

Councillors were encouraged to attend the Preston Area Committee (PAC) meeting on 24th September at the Toll Bar Cottage at 7pm. It was confirmed that Preston City Council's Chief Executive, Adrian Phillips, will be in attendance to discuss devolution.

Min 1908-198 Correspondence

No report had been received from the Lengthsman in time for the Council meeting, and no authority request had been submitted in respect of potential budgeted items.

Min 1908-199 Date of Next Meeting

Finance Committee meeting - Tuesday 30th September 2025 at 6:45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Full Council meeting – Tuesday 30th September 2025 7:30pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.

Meeting closed by Chair, Cllr. P Hastings at 21.01

Meeting moved in to Part II at 21.01

Broughton in Amounderness Parish Council

RESERVES POLICY

Adopted:

Meeting: Meeting of Full Council

Next review date: August 2025

Version: V1

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1. Introduction

- 1.1 Broughton Parish Council is required by statute to maintain financial reserves sufficient to meet the needs of the organisation and in addition has statutory limitations on how it spends certain receipts which it must ensure are accounted for separately to the council's general funds.
- 1.2 Whilst there is no statutory minimum (or maximum) level of reserves, the council has no power to hold revenue reserves other than those for reasonable working capital needs or specific earmarked purposes.
- 1.3 The Joint Panel on Accountability and Governance (JPAG) Practitioners' Guide, which sets out the 'proper practices' for how the council must maintain its accounts, recommends that the minimum level of general reserves should be between three and twelve months of net revenue expenditure.
- 1.4 Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. It is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.
- 1.5 The Parish Council's Internal and External Auditors review the Council's reserves and their justification annually.
- 1.6 This policy sets out how the Council will manage its reserves.

2. General Reserves

- 2.1 The General Reserve, is the balance of Broughton Parish Council's revenue account and are funds which have no restrictions as to their use. These reserves can be used to smooth the impact of uneven cash flows, offset the budget requirement if necessary, or can be held in case of unexpected events or emergencies. They cannot be used for recurring general expenditure as

this would gradually reduce the reserves to zero.

- 2.2 The general reserve will be replenished as part of the budget process in any year or where it has been utilised for unexpected/emergency expenditure.
- 2.3 There is no specific guidance as to the amount of 'General Reserves' that should be held. Broughton Parish Council is a small authority and any unexpected event or emergency could have a significant effect on the ability of the Parish Council to deal with that event. Therefore, this policy is designed to hold reserves in the range of 80% - 150% of the annual budget. The level should be proposed by the Responsible Financial Officer and agreed annually when setting the final budget for the forthcoming year at a Parish Council meeting.
- 2.4 Any surplus on the General Reserve, above the agreed level, may be used to fund capital expenditure, may be included in earmarked reserves or used to limit any increase in the precept for a specific year. If the General Reserve is reduced below the agreed level, then the Responsible Financial Officer would make proposals to the Parish Council to increase the reserves to an acceptable level.

3. Earmarked Reserves

- 3.1 The Council may establish ringfenced (earmarked) reserves for any reason where it reasonably believes it may incur expenditure in the future, such as: Allotments and Play Areas . The Council's current earmarked reserves are detailed below.

4. CIL Reserves

- 4.1 CIL Receipts are subject to statutory restrictions requiring they only be used for certain kinds of expenditure.
- 4.2 In accordance with Financial Regulations the council will hold a CIL Receipts Reserve to ensure CIL receipts are separately accounted for.

5. Why we hold Earmarked Reserves

- 5.1 To plan for and finance an effective programme of equipment renewal, property maintenance or land acquisition. These reserves are a mechanism to smooth expenditure so that a sensible replacement programme can be achieved without the need to greatly increase budgets (and therefore the rates) in a particular year.
- 5.2 Carry forward of committed project funds which cannot be spent within the budgeted year. Reserves are a mechanism to carry forward these resources
- 5.3 Earmarked Reserves may be set up from time to time to meet known or predicted liabilities.

Section 106 funding is considered as Earmarked Reserves.

6. Review and Amendment of Regulations

This policy will be reviewed annually by Broughton Parish Council as part of the budget setting process.

The Council reserves the right to make variations to the Strategy at any time, subject to the approval of the Full Council.

7. Transparency

The Strategy should be publicly available on the Councils website.

Planning Applications									Item 3					
BPC Meeting	Application Number	Application Type	Location	Previous Applications	Brief Description	Registration Date	Review Body	Response Deadline	Officer	BPC Response Date	Decision Date	Decision	Questions / Comments	
	06/2025/0343	Outline	South of Broughton Park		Outline planning application for residential development of up to 100no. dwellings, including 50% affordable housing, and associated landscaping and public open space and with access from Phase 1 of Broughton Park onto Whittingham Lane included for approval and all other matters reserved	3/19/2025	Planning Committee	28/04/25	Patrick Marfleet	02/05/2025	Awaiting		Ecological Appraisal & Motorway Safety filed in August. Only 5 houses proposed in Broughton.	
	06/2025/0434	Full	1A, Arnside Road		First floor accommodation with balcony	4/23/2025	Delegated Powers	22/05/25	Michele Evans	12/09/2025	Awaiting		Ammended plans 3rd Sept. Response deadline not updated. Disabled toilet downstairs. No lift.	
8-Jul	06/2025/0519	Outline	West of James Towers Way		Care home, community building & residential development	5/23/2025	Planning Committee	22/06/25	Patrick Marfleet	21/06/2025	Awaiting		BPC / Wain Home meeting 24th Sept	
	06/2025/0575	Discharge of condition(s)	Land to the south of D'Urton Lane	06/2021/0431	Discharge of conditions no.6 (foul and surface water sustainable drainage strategy) and no.7 (Construction surface water management plan) attached to outline permission 06/2021/0431	5/23/2025	Delegated Powers	14/07/25	Laura Holden		Awaiting		2 of 28 conditions. Car Park, Surface Water, Drainage documents filed in September	
	06/2025/0684	Permission in Principle	20, West Cresent		Permission in principle for 1no. dwelling	6/20/2025	Delegated Powers		Shaun Knights	14/07/2025	24/07/2025	Approval with conditions	No response from PCC on why permission granted for up to 4 Dwellings. Timetable requested. Wain Homes propose culvert ipo footbridge.	
	06/2025/0698	Full	King George V Playing Field		Car park extension, play area and footpaths	6/25/2025	Planning Committee		Megan Stewart	21/08/2025	04/09/2025			
	06/2025/0706	Variation	Field West of Garstang Road	06/2023/0030	Access only for residential development of 51no. dwellings	6/27/2025	Delegated Powers		Lucy Henwood		Awaiting			
	06/2025/0713	Full	Evergreen Early Years, Fernyhalgh Lane		Single storey timber framed building	7/8/2025	Delegated Powers	07/08/25	Megan Stewart		04/09/2025	Approval with conditions	2 applications due to listed building	
	06/2025/0754	Listed Building Consent	Evergreen Early Years, Fernyhalgh Lane	06/2025/0713	Listed building consent for single storey timber framed building	7/8/2025	Delegated Powers	07/08/25	Megan Stewart		04/09/2025	Approval with conditions	2 applications due to listed building	
	06/2025/0765	Lawful use certificate	43, Whittingham Lane		Proposed change of use of existing 5 bedroom house to Children's Care Home	7/30/2025	Delegated Powers	No Consultation	Vanessa Cartwright-Bremner	N/A	16/09/2025	Approval		

Planning Applications

9/30/2025

BPC Meeting	Application Number	Application Type	Location	Previous Applications	Brief Description	Registration Date	Review Body	Response Deadline	Officer	BPC Response Date	Decision Date	Decision	Questions / Comments
19-Aug	06/2025/0809	Amendment following grant of planning permission	17, Whittingham Lane	06/2024/0418	Amendment to planning permission 06/2024/0418 to clarify the scale and appearance of the double garage, and change the fenestration of selected windows	7/23/2025	Delegated Powers	07/09/25	Madeleine Highfield	03/09/2025	Awaiting	Approval with conditions	Awaiting Ombudsman's response to local residents complaints.
	06/2025/0824	Full	517, Garstang Road		Renovation works to improve entrance, cladding, signage, internal remodelling, bicycle store and bin store	7/28/2025	Delegated Powers		Vanessa Cartwright-Bremner	03/09/2025			No response from PCC on why work start before approval.
	06/2025/0868	Outline (major)	Land off Garstang Road		Outline planning application (access only with all other matters reserved) for up to 95no. dwellings	8/11/2025	Planning Committee		Megan Stewart	05/09/2025			Planning Comm 2nd Oct. Refusal recommended.
30-Sep	06/2025/0927	Variation of a condition (major)	Land to the south of D'Urton Lane	06/2021/0431	Variation of conditions no.4 (Approved Plans), no.11 (Levels details), no.20 (Car parking), no.21 (Cycle parking), no.24 (Lighting details) attached to outline permission 06/2021/0431	9/10/2025	Delegated Powers	05/10/25	Lucy Henwood				5 of 28 conditions.
	06/2025/0933	Telecom Prior Notification	Gas Distribution Station, Durton Lane		Prior notification submission for installation of a power backup double-bunded fuel store on a concrete foundation with connecting ducts to existing containers	9/1/2025	Delegated Powers	25/09/25	Rebecca Murunga				
	06/2025/0943	Prior Notification - Householder	62, Woodplumpton Lane		Single storey rear extension, extends beyond the rear wall by 3.75m; the maximum height be 3.48m and 2.97m height at the eaves	8/28/2025		No Consultation	Madeleine Highfield				Only outline of extension.
	06/2025/0951	Full Application	6, Kingway Avenue		Proposed single storey rear extension and two storey side extension	9/5/2025	Delegated Powers	05/10/25	Michele Evans				Ammended plans & elevations 22nd Sept
	06/2025/0968	Variation of a condition (major)	Land to the south of , D'Urton Lane	06/2021/0431	Reserved matters application (namely landscaping) for construction of 1no. place of worship with ancillary features including associated parking facilities and access works from the existing track off D'urton Lane pursuant to outline planning permission 06/2021/0431 (pursuant to 06/2025/0309 to seek variation of condition no.1 approved plans and no.2 landscaping and ecological enhancement plan)	11/09/2025	Planning Committee	09/10/25	Lucy Henwood				2 of 28 conditions. Content similar to 06/2025/0927 as many conditions are interlinked.

Financial Information 24th September 2025

Unity Trust Bank (Revenue)	
Balance as at 13.08.2025	55,255.77
Outgoing (inc. Transfer)	10,427.52
Incoming	18,401.58
Balance as at 24.09.2025	63,229.83

CCLA	
Balance as at 13.08.2025	923,235.11
Outgoing	14,973.00
Incoming	0.00
Balance as a 24.09.2025	908,235.11

Unity Trust Bank T2 (CiL interest)	
Balance as at 13.08.2025	58,062.53
Outgoing	0.00
Incoming	3,216.58
Balance as a 24.09.2025	61,279.11

TOTAL MIB: £1,032,744.05

Please see transfer table below as some 'incoming' and 'outgoing' transactions were transfers between accounts such as CiL interest monies.

Outgoing transactions

Source	amount	notes	DD	Retro	cashed	Date
Three mobile	7.25	Office Phone	X			11.09.25
PKF Littlejohn	504.00	External Auditor		X		11.09.25
Currys	706.98	Interactive Screen		X		09.09.25
HMRC	416.31	Tax & NI contribution		X		08.09.25
SLCC	144	PIALC Course – JD		X		05.09.25
SLCC	144	PIALC Course - JD		X		05.09.25
Cancer NOW	447	Breast Cancer		X		04.09.25
J Dibble	57.27	Halloween Event		X		04.09.25
Preston CC	9.40	Printing		X		04.09.25
Nurture	696.55	Grass Cutting		X		04.09.25
Xero	44.40	Accounting Software		X		03.09.25
Cheque	60.00	VJ Day cheque			X	02.09.25
NEST	154.36	Pension	X			02.09.25
Easy Website	52.80	Website Hosting	X			01.09.25
Service Charge	6	Bank Charge				31.08.25
Toll Bar Cottage	140	Donation Voucher		X		28.08.25
Lengthsman	1482	Contractor fee		X		28.08.25
Cheryl Carey	40.69	Charity Day Decorations		X		28.08.25
J Dibble	1936.62	J Dibble Salary and Back Pay		X		28.08.25
Lengthsman	16.99	Maintenance fees		X		28.08.25
Lengthsman	11.99	Maintenance fees		X		28.08.25
Lengthsman	20.55	Fuel		X		28.08.25
Lengthsman	37.00	Water Pump		X		

Toll Bar Cottage	40.00	Prizes for charity		X		28.08.25
J Dibble	20.00	Prize for Sunflower		X		28.08.25
P Hastings	6.99	Raffle book		X		28.08.25
Three	7.52	Office Phone	X			15.08.25
AWAITING AUTHORISATION						
J Dibble	16.30	Expenses				
J Dibble	27.00	Flowers to Cottage				
J Dibble	28.99	Laptop Bag				
SLCC	52.00	Additional membership fee				
Lengthsman	18.99	Hose				
Lengthsman	13.49	Spray Gun				
Toll Bar Café	12.20	Expenses				
Toll Bar Café	3.50	Expenses				
Wallings	216	Dext and salary support				
Lengthsman	1482	Contractor fee				
J Dibble		Salary				
Broughton Club	25	Room Hire				

Incoming Transactions

Source	To Account	amount	notes	Received
CCLA Investment Management Limited	Unity REV	3,216.58	See below as transfer to Cil Interest Unity	02.09.25
J Dibble	Unity Rev	172	Charity Funds then transferred to Cancer NOW	28.08.2025
CCLA Investment	Unity Rev	14,973.00	CIL Monies	10.09.2025
LALC	Unity Rev	40	Course Qualification	

Transfers

From	To	Amount	notes	Received
Unity Rev	Unity Cil Int	3,216.58	Cil interest	03.09.2025
CCLA	Unity Rev	14,973.00	CIL Monies	02.09.2025

Signed _____

Signed _____

clerk@broughton-pc.gov.uk

From: Stephen Rostron <stephen.rostron@me.com>
Sent: 25 September 2025 14:42
To: Jessica Dibble
Subject: October spend.

Jess.

Section 13.

Spend for October.

This is to top up the bed next to the police station with shaded plants, this is on the topside of estimates from ribblesdale nursery

Steve