

**Minutes of 2016 Annual Meeting of the Sedbergh Parish Council.**  
**Held in the People's Hall at 7.30 pm Thursday 12<sup>th</sup> May 2016**

Present: Cllrs, Atkins, Mary Macpherson, Longlands, Capstick, Atkins, Ian McPherson, Dawson, Lancaster, Allan, Brooks, Arnold, and the Clerk.

1. Election of Chairman

Cllr Atkins was proposed by Cllr Lancaster and seconded by Cllr Ian McPherson and was duly elected.

2. Declaration of Acceptance of Office by the Chairman

The Declaration was signed by Cllr Atkins in the presence of The Clerk

3. Election of Vice-Chairman

Cllr Mary Macpherson was proposed by Cllr Lancaster and seconded by Cllr Ian McPherson and duly elected.

4. Apologies for absence

There were no apologies

5. Declaration of Interest

None received.

6. Requests from Councillors for Dispensations to Speak and/or vote

None received.

7. Approval of the minutes from the Parish Council Annual Meeting 2015

The minutes were agreed as a true record.

8. Approval of the 2015/2016 Annual Report, including Statement of Accounts

The statement of accounts was received. The Annual Governance Statement had been recommended for approval by the Policy & Resource Committee on the 10<sup>th</sup> May 2016 and it was agreed to adopt the Governance Section for 15/16 at this meeting. Draft Annual Accounts were received. However, it was noted that the Annual Accounting Statements would be considered at the meeting on 9<sup>th</sup> June 2016 as the information was currently with the Internal Auditor.

9. To appoint Committees

Policy & Resource Committee – JA, AA, KL, MM

Amenities Committee – SL, IM, RS, JC, MD, MB, SA

Planning Committee – JA, AA, SL, RS, JC, MM

Queens Gardens Committee – JA, IM, AA, KL

10. Appointment of Representatives to Outside Bodies

Town Twinning Group – KL/JA

Sedbergh United Charities and Widows Hospital – MM, JA, ES, KL, JC, M McV

LAP – SL, JA

Sedbergh Townscape Project – JA, MB, IM, JC

Sedbergh & District CIC – JA

Sedbergh & District CIO – AA (agreed to continue until the AGM in November).

Sedbergh & District Chamber of Trade & Business – SL, JA, RS

People's Hall Committee – SL

Gala Committee – MB, RS

Swimming Club – MB

Bowling club – SL

Football Club – SL/KL

Western Dales Bus – IM

Sedbergh in Bloom – AA, KL, SA

11. Delegation Arrangements

It was agreed to adopt the current Scheme of Delegation (attached) with the following minor amendments. The P&R Committee would be responsible for the SLA for the Market and the Amenities Committee would take on responsibility for the Bus Shelter (opposite R S Morphets Ltd) at Station Road

12. Adoption of Standing Orders and Financial Regulations

The Standing Orders were adopted, however, it was agreed that they would need to be re-examined with regard to Public Participation and it was agreed that the P&R Committee would discuss this at a future meeting. It was also noted that SPC should consider moving the item of Public Participation to an earlier slot on the Agenda. The Financial Regulations, which had recently been reviewed, were adopted

13. Local Council Award Scheme

The Council continues to consider this regularly on the monthly SPC Agenda and to periodically review policy & procedures as well as ensuring all relevant documents are available on the developing Website.

14. Parish Council Assets

The SPC Asset Register had recently been updated (attached) and it was agreed to also add the bike stands along Main Street, the street name plates and the bus shelter at Station Road.

15. Insurance arrangements

Following a review of SPC Insurance arrangements, the P&R Committee had recommended Hiscox Insurance for cover commencing 1<sup>st</sup> June 2016 and this was adopted by this meeting. The meeting also recorded its thanks to the Council's Clerk for the work involved in seeking quotations.

16. Review of Policies

The P&R Committee had recently reviewed Policies and the Risk Assessment document (see attached) and the recommended minor amendments were adopted by the meeting. It was also agreed that further consideration would be given to a Public Participation policy, a Publication Scheme and an Access of Information policy at future P&R Committee meetings.

17. To consider payment of Annual subscriptions/contributions

To continue to consider upon request as previously agreed.

18. Schedule of Future Meetings

Council Meetings will remain as presently scheduled for 2016 and 2017.

The meeting closed at 8.10 pm