

# Minutes of the Meeting of Sedbergh Parish Council Policy & Resources Committee

Held in the Parish Room at 72a Main Street at 7pm on Monday 5<sup>th</sup> November 2018

## **Present:**

Cllrs Lancaster, Capstick, McPherson, Brooks and the Clerk, Miss Hassam

### **1. Apologies**

There were no apologies.

### **2. Declaration of Interests**

There were no declarations of interest made.

### **3. Minutes of the Last Meeting held 8<sup>th</sup> October 2018**

The minutes were agreed and signed by the Chair, Cllr Lancaster.

### **4. Matters Arising from the Minutes of the Meeting held 8<sup>th</sup> October 2018**

Item 4 – Loftus Hill car park – it was noted that SPC were still awaiting an update from Sedbergh School in regard to the current lease.

Item 9 – A later start time had been agreed and would be trialled for November and December.

### **5. Financial Summary and Bank Reconciliation**

The Financial Summary was presented to the meeting and payments were agreed. An initial instalment for works at The Bowling Green wall was noted, and Members agreed to visit the site prior to Full Council on 8<sup>th</sup> November 2018 for update on progress. Cheques for the recent tree inspections, the completion of the Tennis Courts at Guldrey and an additional National Insurance payment for the Clerk were noted. The Clerk confirmed that all Sport England conditions had been responded to and a final decision on the amount awarded was awaited. As part of the conditions, it was confirmed that a 'sinking' fund/maintenance reserve would be set aside for the Tennis courts for future years and is included on the draft budget for 2019/2020. A final claim to Sport England, for completion of the works on the Tennis Courts, would be submitted in due course.

The Bank Reconciliation for October was checked and found to be correct.

### **6. Income and Expenditure 2018-2019**

Income and expenditures were noted, including provision of potential additional virement for the current Grant Budget in due course.

- i) Budget Requests for 2019/2020 – Members noted the draft Budget (attached) and asked all Members to take the time to consider this and clarify any amendments/considerations that may be required prior to December/January. It was noted that the draft Budget carried a deficit over the 12-month period and an overall drop in Free Reserves. Members noted that Reserves included for the Playground (Projects), Queen's Garden, Tennis Courts and the planned resurfacing works required at Joss Lane. Members noted that Joss Lane car park, in particular, was an Agenda Item for further discussion on 8<sup>th</sup> November and were mindful of the potential costs for any resurfacing and any project for resurfacing in due course. The draft Budget included an anticipated 5% increase on the Precept request.

### **7. Grant Applications**

- i) Sedbergh Project Manager, a letter had been received from the Chair of the Sedbergh & District Chamber of Trade - asking for a contribution/co-funding of £1250 towards the continuation of the Project Manager role.

Members asked the Clerk to request a copy of the current Job Description and a short report quantifying current work being undertaken, in order that Members could consider fully at the meeting on 8<sup>th</sup> November 2018.

Also noting that in November 2017 (Item 10 ii), the following was recorded - Members wished to note, additionally, that the Project Manager role should be for the benefit of the town as a whole and that careful consideration would need to be made to future support.

- ii) St Andrew's Church, an application for the sum of £2,000 was received, by way of a contribution towards remedial works on paths surrounding the Church and to improve disabled access in the grounds of the Church. Members agreed to recommend the application for approval.
- iii) Sedbergh & District Chamber of Trade, a late application had been received for the sum of £400 toward the annual Late-Night Opening event. Members asked the Clerk to clarify the 'associated sundries' for the full meeting on 8<sup>th</sup> November 2018, in order that Members could consider further the request.

**8. Scheme of Delegation – update**

This item was deferred.

- 9. Date of next meeting** Monday 10<sup>th</sup> December 2018 at 7pm - Parish Council Office at 72 Main Street, Sedbergh.