

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

Held in the Parish Room at 72a Main Street at 11.00 am on Tuesday 12<sup>th</sup> May 2015

## **Present:**

Cllrs Hodge (Chair), Atkins, Allan, Lancaster and the Clerk Miss Hassam

### **1. Apologies**

There were no apologies

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

Cllr Allan declared an interest in Item 7 Grant Applications – Sedbergh in Bloom and Item 10 – Contractors Payment Review

Cllr Lancaster declared an interest in Item 7 Grant Applications – Sedbergh in Bloom.

### **3. Minutes of the Last Meeting**

The minutes of the meeting of 7<sup>th</sup> April 2015 were agreed as a true record.

### **4. Matters Arising from the Minutes**

There were no matters arising

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

The Financial Summary was presented to the meeting and payments were agreed. It was noted that there was a large amount of payments due as it was the beginning of the new Financial Year. It was further noted that following payment for the recent repair to the wall at Queen's Gardens, the Budget for this would need to be reconsidered at a future meeting with an inevitable increase.

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

a) The draft accounts for Sedbergh PC 2014/2015 were received. It was agreed to increase the reserves for Queen's Gardens, STP, Tennis Court and Joss Lane Car Park in accordance with proposed future works (attached).

### **6. Income and Expenditure 2015-2016**

Income and expenditures were reviewed.

a) The Insurance Premium for Sedbergh PC was considered and agreed for the coming year. It was also agreed that we should seek a comparative quote for 2016/17.

### **7. Grant Application**

i) Sedbergh in Bloom – An application was received for the sum of £250 and was recommended for approval.

ii) Sedbergh Sheepfest – Deferred.

### **8. Market Service Agreement Proposal**

Following the recommendation and approval in April, the SLA was agreed for Sedbergh CIC in conjunction with the Market and payment approved.

### **9. Code of Conduct, Complaints Procedure, Disciplinary & Grievance Policies, Draft Tender Invite and Scheme of Delegation.**

Following recommendations and approval at a previous PC meeting, the Code of Conduct, Complaints Procedure, Disciplinary & Grievance Policies and Draft Tender Invite were all agreed. The Scheme of Delegation was discussed and approved with minor amendments (attached) in preparation for the Annual Meeting of the Parish Council.

### **10. Contractors payment review**

Following the deferment from April, it was proposed and agreed to keep payment levels as they are during this financial year, to be reviewed annually.

### **11. Financial Regulations Review**

The revised Financial Regulations were agreed and approved for adoption.

### **12. Date for next meeting**

Tuesday 9<sup>th</sup> June at 10.00 am in the Parish Council Office at 72 Main Street, Sedbergh