

**Minutes of 2017 Annual Meeting of the Sedbergh Parish Council.**  
**Held in the Committee Room, People's Hall at 7.30 pm Thursday 11<sup>th</sup> May 2017**

Present: Cllrs, Atkins, Bromley, Longlands, Capstick, Atkins, McPherson, Dawson, Allan, Brooks, Arnold, and the Clerk.

1. Election of Chairman  
Cllr Atkins was proposed by Cllr Longlands and seconded by Cllr Sedgwick and was duly elected.
2. Declaration of Acceptance of Office by the Chairman  
It was resolved that Cllr Atkins would sign the Declaration in the presence of the Clerk in due course.
3. Election of Vice-Chairman  
Cllr McPherson was proposed by Cllr Longlands and seconded by Cllr Allan and was duly elected.
4. Apologies for absence  
Apologies were received from Cllr Lancaster and accepted by the meeting.
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 13<sup>th</sup> April Parish Council Meeting  
The minutes were agreed as a true record and signed by the Chair.
8. Approval of the 2016/2017 Annual Report, including Statement of Accounts  
The Annual Audit statement of accounts was received. The Annual Governance Statement had been approved in April and it was agreed, therefore, to adopt the Accounting Statement 2016/2017 following receipt of income and expenditure for 2016/2017. The internal audit had been completed and there were no issues to address.
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, HB  
Queens Gardens Committee – JA, IM, AA, KL
10. Appointment of Representatives/liason to Outside Bodies  
Town Twinning Group – KL/JA  
Sedbergh United Charities and Widows Hospital – MB, JA, ES, KL, JC, M McV  
LAP – SL, JA  
Sedbergh Townscape Project – JA, MB, IM, JC  
Sedbergh & District CIC – JA  
Sedbergh & District Chamber of Trade & Business – SL, JA, RS  
People's Hall Committee – SL  
Gala Committee – currently suspended  
Swimming Club – MB  
Bowling club – SL  
Tennis Club – HB  
Respect Group – IM  
Football Club – SL/KL  
Western Dales Bus - IM  
Sedbergh in Bloom – AA, KL, SA  
Friends of St Andrews – AA  
Sedbergh Medical Practice (PPG) - AA

11. Delegation Arrangements

It was agreed to adopt with the attached Scheme of Delegation, including the following additional note. 'The Membership of Committees may be amended (to include the co-option of non-councillors) by resolution of the full Council'.

12. Adoption of Standing Orders and Financial Regulations

The Standing Orders were adopted along with The Financial Regulations; these had been extensively reviewed in 2015.

13. Parish Council Assets

The SPC Asset Register had recently been updated and agreed by Members in April 2017 (attached).

15. Insurance arrangements

Came and Company had recently sent three quotes to SPC and had recommended Inspire/AXA. Members reviewed the quotes and agreed to proceed with Inspire/AXA. Additionally, Members agreed to fix a term of three years, giving a reduced price (inc. 5% discount) of £436.53 per annum, inclusive of insurance premium tax. This would take effect from the 1<sup>st</sup> June 2017.

16. Review of Policies and Complaints Procedure

It was agreed that all present policies were to remain unchanged.

17. To consider payment of Annual subscriptions/contributions

To continue to consider upon request as previously agreed, notably, the annual subscription to CALC and the web hosting service for the sedbergh.org.uk site.

18. Schedule of Future Meetings

Council Meetings will remain as presently scheduled for 2017 and 2018 (attached).

The meeting closed at 8.05 pm