

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

Held in the Parish Room at 72a Main Street at 5pm on Monday 5<sup>th</sup> June 2017

## **Present:**

Cllrs Atkins, Lancaster, Allan, Capstick and the Clerk Miss Hassam

## **Part I**

### **1. Apologies**

There were no apologies.

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

Item 9 – Review SPC pay rates - Contractors/Clerk – Cllr Allan

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

The minutes of the meeting held on Monday 8<sup>th</sup> May 2017 were agreed as a true record.

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

Item 4 – SLDC – future plans for recycling at Joss Lane – Cllr Atkins and the Clerk met with SLDC in connection with future plans following the introduction of plastic kerb side recycling, also considering the Council's plans to resurface/redesign the car park in the future. The idea of rearranging the area into a horseshoe shape for easier access, locking container lids (to assist with compression of boxes etc.) and switching the current can container to those similar to cardboard and plastic were all discussed. An article will be included in The Lookaround to inform residents of developments in due course.

Item 4 – Parking Ticket Machines – the replacement machines have now been ordered and it is hoped they will be fitted in the next 4/5 weeks. The addition of card payments will follow after the installation, allowing time for the administration needed to add this service.

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

The Financial Summary was presented to the meeting and payments were agreed. It was noted that when the replacement ticket machine is fitted at Loftus Hill, the electricity at the toilets could be stopped as presently this was the only item using the electricity supply at Loftus Hill. Further noted were the invoices received for The People's Hall for 2016 and 2017 (noting the increased hire fee from 2017).

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

### **6. Income and Expenditure 2017-2018**

Income and expenditures were noted. The STP budget would need to be considered following the decision to proceed with the enhancement works at The People's Hall and to fund the project entirely from the Council's resources after being declined the LIP Grant. In addition, the Community Resilience budget might require further consideration as correspondence with the County Council has confirmed that SPC would be expected to contribute to the cost of the proposed inspection chamber/catch pit at Guldrey (to be considered at the full Council meeting).

**i) Parking Tariffs** – Members discussed the current tariffs and recommended the following charges for consideration by full council on 8<sup>th</sup> June 2017. These increases (in part to cover the anticipated additional administrative costs associated with the card payment facility of the new ticket machines) would be reviewed again in 2018 following the collection of data over a 12 month period.

1 hour	-	£1.00 (unchanged)
2 hour	-	£2.00
3 hour	-	£3.00
4 hour	-	£4.00
Full day	-	£5.00
One week	-	£10.00

**7. Grant Applications**

There were no grant applications received.

**8. Gardener/Handyperson role**

Following the resignation of the Gardener, members considered the attached draft job specification for an evolved role, continuing on a self employed basis, to incorporate additional jobs. This would be discussed further at Full Council (see Item 9 in regard to proposed hourly rates).

**9. Review SPC Annual pay rates – Contractors/Clerk**

It was resolved to consider this Item under Part II by reason of the confidential nature of the financial information to be discussed.

**10. Date of next meeting**

Monday 10<sup>th</sup> July 2017 at 5pm - Parish Council Office at 72 Main Street, Sedbergh.