

Minutes of 2018 Annual Meeting of the Sedbergh Parish Council.
Held in the Committee Room, People's Hall at 7.30 pm Thursday 10th May 2018

Present: Cllrs Lancaster, Bromley, Longlands, Capstick, McPherson, Sedgwick, Brooks, Arnold, and the Clerk.

1. Election of Chair

Cllr Lancaster was proposed by Cllr Arnold and seconded by Cllr Capstick and was duly elected.

2. Declaration of Acceptance of Office by the Chair

The Declaration of Acceptance of Office was signed by Cllr Lancaster in the presence of The Clerk.

3. Election of Vice-Chair

Cllr Arnold was proposed by Cllr McPherson and seconded by Cllr Longlands. Cllr Sedgwick was proposed by Cllr Brooks and seconded by Cllr Capstick. As there were two nominations a Ballot was taken and the votes were 4/4, Chairman Cllr Lancaster held the casting vote in favour of Cllr Sedgwick and he was duly elected.

4. Declaration of Acceptance of Office by the Vice Chair

The Declaration of Acceptance of Office for Vice-Chair was signed by Cllr Sedgwick in the presence of The Clerk.

5. Apologies for absence

There were no apologies for absence. It was noted, that should a Councillor be unable to attend any future meeting of the Council, a reason should be given for absence in advance.

6. Declaration of Interest

There were no Declarations of Interest received.

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

A continuing request for dispensations were received in relation B4RN, from Cllrs Lancaster and Sedgwick. These requests were granted by the meeting.

8. Approval of the minutes from the 12th April 2018 Parish Council Meeting

The minutes were agreed as a true record and signed by the Chair.

9. Approval of (draft) Annual Governance Statement and Accounting Statement 2017/2018 (prior to final approval on June 14th 2018, noting Internal Audit report)

The (draft) Annual Governance Statement and Accounting Statement of Accounts 2017/2018 were received by Members for reference. Members agreed that, following the Internal Audit and further final presentation of the completed report for adoption at the June meeting, The Chair and The Clerk be permitted to sign the Annual Audit Report 2017/2018 in readiness for submission to the External Auditor.

10. To consider Committees and appoint Members

Following the recent Uncontested Election, Cllr Lancaster proposed that existing committees remain in their present form at this time, with a review in July/August, therefore allowing time for new Members to be Co-Opted - and this was agreed by Members.

Policy & Resource Committee – KL, JC, RS (Members also agreed that RS should be added to the Bank signing mandate in due course)

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

Planning Committee – SL, RS, JC, HB, MB

Queens Gardens Committee – KL, IM (along with Friends of Queen's Garden Co-Opted Non-Members DP, RA)

11. Appointment of Representatives to Outside Bodies

Town Twinning Group – KL

Sedbergh United Charities and Widows Hospital – MB, ES, KL, JC, M McV, HB was proposed as replacement for former Member JA and selected.

LAP – KL/RS

Sedbergh Economic Partnership – IM

Sedbergh & District CIC – KL

Sedbergh & District CIO – HB (Grants Committee – non-Member DW)

Sedbergh & District Chamber of Trade & Business – SL

People’s Hall Committee – SL

Gala Committee – await update from new Cmte

Football Club – SL/SA

Swimming Club – MB

Western Dales Bus - IM

Bowling club – SL

Sedbergh in Bloom – KL, SA, MB

Tennis Club – HB

Distrect Assc Meeting (CALC) - KL

Respect Group – IM

12. Delegation Arrangements

It was agreed to review the attached Scheme of Delegation, following a full review of Committees in July/August.

13. Adoption of Standing Orders and Financial Regulations

The newly updated Standing Orders were adopted along with The Financial Regulations.

13. Parish Council Assets

The SPC Asset Register had recently been updated and was agreed by Members. It was noted that the new printer would be added for 2018/2019.

15. Insurance arrangements

Came and Company had recently send their renewal notice for the 2nd year of a three-year contract, to renew on 1st June 2018, and this was agreed by Members. In addition, The Clerk advised Members that she was obtaining some additional quotes, for specific items, for reference and discussion at the June meeting. This included consideration of The War Memorial, Jubilee Fountain, The Pavilion at the Tennis Courts, sports playing surfaces, play equipment and buildings.

16. Review of Policies (including General Data Protection and Press & Media) and Complaints

It was agreed that the Press & Media Policy (attached) be adopted, following agreement at the April meeting. Members discussed the ongoing discussions/amendments to GDPR and concluded to await further updates from The Clerk/Chair. It was further agreed that the Complaints procedure be reviewed at a future meeting, following the full committee review.

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 2018. However, Members agreed to consider an alternative arrangement for the Annual Parish Meeting in 2019.

The meeting closed at 8.35 pm