

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

Held in the Parish Room at 72a Main Street at 5pm on Monday 8th October 2018

Present:

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

1. Apologies

Apologies were received from Cllr Sedgwick and accepted by the meeting. However, it was noted that Cllr Sedgwick had not been present at the last three consecutive meetings.

2. Declaration of Interests

There were no declarations of interest made.

3. Minutes of the Last Meeting held 10th September 2018

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

4. Matters Arising from the Minutes of the Meeting held 10th September 2018

Item 4 – WaterPlus – further communication had been received in relation to the outstanding monies at Main Street Toilets, resulting from a Non-Return to Sewer Allowance being incorrectly applied by United Utilities/Water Plus from January 2017. The lower bills had been thought to be due to savings being made by the Grey Water System, however, this had not necessarily been the case. It was, therefore, agreed that the cheque for £1341.46 (which includes the additional charges of £508.13) should be recommended for approval at Full Council and signed for payment thereafter, if agreed.

Item 6 – Sedbergh School - it was also noted that no contact had been received from Sedbergh School in regard to the lease at Loftus Hill car park following the meeting in August. (Lease expired 31.8.18) and that the Clerk should contact for an update as soon as practicable. The Clerk had, however, received some estimated costs for basic resurfacing for information, however, were noted that these were only indicative. Whilst considering options at Loftus Hill car park, Members thought it may be prudent to also consider/reconsider options/plans at Joss Lane car park.

5. Financial Summary and Bank Reconciliation

The Financial Summary was presented to the meeting and payments were agreed and routine cheques signed, noting payment for the recent repairs to the surface at the playground and the completed internal and external Audits. It was also recommended that full council passes a formal resolution to pay the recent invoice for works at the Tennis Courts. The cheque was prepared for payment for works completed so far, including resurface and new perimeter fencing - £38,040.00 and should only be signed following approval at Full Council. The Clerk was able to advise that this was a majority figure, with only a residual amount being held back for final works (including spraying and lining). A formal request to Sport England would now be made for £19,000 (£1,000 being retained until project complete), however, it was unclear whether the full amount would be allocated to the project due to the reduced overall costs. The original Grant application (completed by the Tennis Club) had included an estimated cost of £45,000, but that had included VAT, which SPC would not be claiming from SE. However, if there were any preserved funds, they could be reserved for works at the Pavilion in the future. The Clerk had also prepared a payment to HMRC (Paye) for payment in the sum of £2366.23 in respect of back dated clerk remuneration charges in the last quarter. The Chair and the Clerk would convene later this month to complete the VAT return. Income noted was from the closure of the NS&I Bank account (Tennis Club Sinking Fund) and £1500 from CCC for the proposed Maryfell play park improvement project.

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

6. Income and Expenditure 2018-2019

Income and expenditures were noted, with the requirement to consider the ongoing project commitments and future spending requirements in the current budget and the draft budget for 2019/2020.

- i) Annual Audit 2017/2018 – The Notice of Conclusion and observations had been received in respect of the recent Audit (attached) and was recommended for approval.
- ii) Budget Requests for 2019/2020 – Committees were reminded to consider Budget requirements. Not least ongoing projects such as potential resurfacing of car park/s, potential works required at Queen's Garden following any Tree survey, Main Street toilet improvements, boundary hedges/fences at the playing field – as well as reserves for maintenance works at the Tennis Club etc and Free Reserves.

7. Grant Applications

There were no grant applications received.

8. Scheme of Delegation – update

Members noted that Cllr Arnold and Lancaster had not yet met to discuss the current Scheme of Delegation and it was agreed to defer to a future meeting.

9. Date of next meeting Monday 5th November 2018 at 5pm - Parish Council Office at 72 Main Street, Sedbergh.