

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 April 2019

Present:

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

1. Apologies

There were no apologies.

2. Declaration of Interests

There were no declarations of interest made.

3. Minutes of the Last Meeting held Monday 11th March 2019

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

4. Matters Arising from the Minutes of the Meeting held 11th March 2019

There were no matters arising, not already contained on the Agenda.

5. Financial Summary and Bank Reconciliation

The Financial Summary was presented to the meeting and payments were agreed (attached). Payments had been split, indicative of the correct financial year and included an outstanding payment for the greywater installation at Main Street toilets. Payment to Cllr Longlands was noted in respect of light repairs/replacements and payment to Cllr Arnold in respect of salt spreaders x 2 (to be added to the Asset Register) purchased on behalf of the Parish. In addition, it was agreed to include the monthly invoice for Parish Lights £182.95 (received after the monthly summary had been prepared). The Clerk confirmed ongoing investigation into the rising cost of Parish Lighting, including consideration of LED and change of supplier.

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

6. Income and Expenditure 2018-2019

Members received the attached summary for the complete financial year. Noting, in particular the virements and additional sums in respect of the Bowling Green Wall, the Tennis Club, Maryfell playground and the greywater installation at Main Street toilets which had resulted in an unusually high turnover for 2018/2019. Members agreed to reduce the previously agreed transfer to deposit account to the sum of £15,000 (fifteen thousand) and additionally agreed Direct Debit payments for Joss Lane and Loftus Hill car parks (sums included on the Financial Summary). Finally, Members noted the general increase in car park income for 2018/2019, being reflective of increased use, permits, 7-day permits – as well as the increased tariff introduced April 2018. Members raised the possibility of allowing some 30-minute free parking slots, however, also being mindful of anticipated costs for resurfacing work in the future, as well as the practicality of policing/monitoring 'free' parking slots.

7. Grant Applications

There were no Grant applications.

8. Annual Governance and Review (Audit) 2018/2019

The Clerk had circulated the AGAR guidance for 2018/2019 from PFK Littlejohn and advised Members that contact would be made with the Internal Auditor as soon as practicable in preparation for the recommended timescales for the 2018/2019 return.

9. VAT changes – update

The Clerk was able to confirm an update in regard to Making Tax Digital (MDT), in that 1 October 2019 is the deadline for keeping records digitally, including the submission of VAT returns. The Clerk will, again, seek further guidance from CALC.

10. Date of next meeting Monday 6th May 2019 at 5.00pm, Parish Council Office at 72 Main Street, Sedbergh.