

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 July 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 10th June 2019

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

4. Financial Summary and Bank Reconciliation

The Financial Summary was presented to the meeting and payments were agreed (attached). Including the annual maintenance contract for street lighting, the elections contribution, parking permits and a replacement cheque for Sedbergh CIO £1560, as the previous cheque issued in May (chq no.2728) has been lost. A donation was received to dedicate a memorial bench at Queen's Garden.

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

5. Income and Expenditure 2019-2020

Members received the attached summary for the year, so far, for income and expenditure.

- i) Budget Review – it was noted at the last meeting that a review of the Budget was required, with consideration to Legal fees for works recently carried out in relation to the Tennis Club lease, the query raised over the boundary at the playing field, and the lease at Loftus Hill car park. In addition, that some projects had completed within 2018/2019 tax year and adjustments were required to reflect. An updated Budget would be prepared for the next meeting.

6. Grant Applications

There were no Grant applications.

7. Review of Sedbergh CIC Service Level Agreement

Members noted the current CIC Service Level Agreement (attached). It had previously been highlighted that the arrangement was due for review. Whilst the current agreement was in place until 31st March 2020, Members agreed that early discussions were required and the matter was, therefore, referred to Full Council.

8. Review of Community Resilience Plan

Members noted that the current Plan required a review and the matter was referred to Full Council. It was envisaged that a Member of SPC would take the lead on the Plan, with support from the Clerk.

9. Consider Internal Audit provision

This item was deferred to the July meeting.

10. VAT Changes – update

The Clerk continues to seek guidance from CALC/NALC in regard to Making Tax Digital.

11. Date of next meeting Monday 5th August 2019 at 7.30pm, Parish Council Office at 72 Main Street, Sedbergh.