

## Minutes of the Meeting of Sedbergh Parish Council Finance Committee

Held in the Parish Room at 72a Main Street at 5.00pm on Monday 6<sup>th</sup> January 2020

### **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 11 November 2019**

The minutes were agreed and signed by the Chair. It was noted that no separate meeting had been held in December and that Finance matters were discussed at Full Council on Thursday 5<sup>th</sup> December 2019.

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

The Financial Summaries for November and December were presented to the meeting and December payments were agreed. The full Bank Reconciliations for both months were checked and found to be correct and signed by Cllrs Brooks and Capstick. Members noted, in particular, the recent invoices relating to town entry signs from (CCC) that backdated to work completed in 2015. Additionally, the larger than anticipated quarterly bill from WaterPlus in connection with Main Street toilets. Subsequent investigation has uncovered that the grey water system has not been functioning correctly. This has now been resolved by the Parish Handyman.

- i) Annual Precept Request 2020/2021 – SLDC. Members noted the annual precept papers, received from SLDC, including the confirmed Grant amount (£1937.74) and, therefore, recommended the sum of £38313.93 (slightly amended from the Budget to reflect the Grant figure) for approval at Full Council.

### **5. Income and Expenditure 2019-2020**

Members received the attached summary for the year so far. It was noted that income and expenditure was as expected at this time. Members additionally noted the ongoing concern for the collapsed wall at the Bowling Green (Full Council 5<sup>th</sup> December 2019 Item 16 Queens Garden) and received a quote obtained by Cllr Capstick. Given the urgent nature of the repair, Members recommended the quote for approval at Full Council. The Clerk was asked to make contact with the contractor prior to Full Council, to establish an anticipated start date.

### **6. Grant Applications**

- i) Marketing/PR Strategy for Sedbergh – Members were advised by the Clerk that no further update on the specifics raised previously had been received. The Clerk was asked, therefore, to write to the Sedbergh Economic Partnership (and the Chamber of Trade) advising that no further decision will be made, in relation to a contribution, at this time. However, when more is known about future roles/aspirations – Members will look forward to receipt of full details.
- ii) Sedbergh People's Hall – VE Day – application not yet received.

### **7. Consider Internal Audit provision**

The Clerk/Chairman will continue to seek an alternate Internal Auditor for 2020.

### **8. VAT Changes – update**

It was resolved that no further action to be taken in regard to VAT Making Tax Digital potential changes at this time. If/when more was known about future changes to VAT recording – the Clerk will aim to update Members.

**9. Market Service Level Agreement – amendments to consider**

Following recent discussions, Members agreed to recommend a sum of £2500 for a new Service Level Agreement, solely for the Wednesday Market, with Sedbergh CIC (The Information Centre). Members believe that this figure covers the expenditure of running the Market, whilst acknowledging the valuable resource that the Information Centre provides for the town. The Service Level Agreement would be reviewed annually. Members believe that the Sedbergh CIC hope to take the Saturday Artisan Markets 'in house' and that further discussions, therefore, will have to be made in connection with the current arrangement to allow traders to park in the car parks for free. This had caused some issues at the Sheepfest Artisan market in 2019 – when traders had used spaces that prohibited visitors being able to park at times.

**10. Date of next meeting – Monday 11<sup>th</sup> February 2020 at 5.00pm**