

Minutes of the Meeting of Sedbergh Parish Council Finance Committee

Held online via Zoom @ 5.00pm Monday 7th September 2020

Present:

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

Part I

1. Apologies

There were no apologies.

2. Declaration of Interests

There were no Declarations of Interest.

3. Minutes of the Last Meeting held Monday 10th August 2020

The minutes were received and agreed and confirmed by the Chair – Cllr Lancaster (signing of the minutes will be processed when reasonable).

4. Urgent Business

Chair Cllr Lancaster highlighted the urgent item to be discussed at Full Council – Item 16 Highways - Safer Roads Project A684, in particular, the proposed traffic lights at Lincoln's Inn Bridge.

5. Coronavirus – Impact on Income/Budget 2020/2021

The Clerk confirmed that, as anticipated, expenditure is currently greater than income due to loss of car park income in quarter one. Members continue to be aware there will be ongoing cost implications for this financial year, with an overspend expected in the current budget. All Members must remain mindful of the reduced income and any ongoing expenditure. The Clerk awaits any update from SLDC in regard to recompense from Government (by way of grant funding etc.) for lost car park income.

6. Financial Summary and Bank Reconciliation

The Financial Summary for August had been circulated to Members and all payments were recommended (attached) for approval at Full Council. The Bank Reconciliation for August was checked and found to be correct (noting that the outstanding cheque from 2019/2020 had now been banked). Cllrs Brooks and Capstick will confirm by email in due course and signatures will be obtained as and when appropriate in the future. The Chair and the Clerk will sign cheques following the Full Council online meeting on 10th September 2020.

7. Income and Expenditure 2020-2021

The Income and Expenditure report for 2020/2021 was circulated for information. Additionally, it was noted that car park income for August 2020 (£7736.82) was significantly increased to car park income for the same period in 2019 (£6112.83). Whilst some variance could be down to financial timing of receipts, it was acknowledged that there had been an increased number of users at the car parks in recent weeks. This followed the lift of 'lock down' restrictions. Members also noted that, as currently there is no coach access required at Joss Lane car park, an increased number of cars were able to utilise the central 'non lined' area for parking. Members may now wish to consider a change in the number (and type) of vehicles being able to park at Joss Lane car park, in the future, noting that the large central area was also no longer required as a turning area for vehicles collecting skips from the recycling. Coaches could, for example, drop off on the Main Street in the future. Members also noted the condition of Joss Lane car park white lining, and noted that some lining work may be needed prior to further progress on the full resurfacing project.

8. Grant Applications

- i) Sedbergh Economic Partnership – Marketing Project Donation, Members acknowledged that information had recently been received in regard to the ongoing Marketing role. It was noted that the Chair of Sedbergh Economic Partnership was due to attend the Parish Council meeting on Thursday 10th September 2020 to discuss further.

9. Loftus Hill car park lease – Sedbergh School

Members discussed the ongoing lease agreement, and noted that the final lease (including amendments) was now almost complete. When finalised, it was resolved that the Chair and Vice Chair would be requested to sign on behalf of Sedbergh Parish Council. Cllr McPherson was also able to update Members in regard to the proposed Electric Vehicle Charging points (attached). Sedbergh School were requesting a 50% donation toward the total cost for installation of 2 x EV points at Loftus Hill - £3594.20 (inc VAT), noting that future income from these would be distributed to Sedbergh Parish Council. It was, therefore, recommended to discuss the proposal further at Full Council on Thursday 10th September 2020.

10. Date of next meeting – Monday 5th October 2020 at 5pm, Members resolved to continue the Finance Committee meetings via Zoom at this time.

Part II

It was resolved and agreed that the public should be excluded from the meeting for reason of the confidential nature of the financial information to be discussed.

11. Contractor Review – Following the review in August where it had been resolved to increase the hourly rate for the car park machine contractor, by 7.53%, it was noted that further correspondence had been received and would be referred to Full Council for consideration.