

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 11th July 2022 at 5.30pm

Present:

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

1. Apologies

All Members were present at the meeting.

2. Declaration of Interests

There were no Declarations of Interest for this meeting.

3. Minutes of the Last Meeting held Monday 13th June 2022

The minutes were agreed and signed, as a true record, by the Chairman Cllr Lancaster

4. Financial Summary and Bank Reconciliation

The Financial Summary for June 2022 had been circulated to Members and it was resolved that all payments (attached) were approved for payment. These include the annual maintenance contract for the car park ticket machines. The Clerk did advise that there had been some problems with the card reader at Joss Lane car park recently. It was suggested, that this machine could, potentially, be upgraded to contactless and coin only (along with Loftus Hill) and that the contractor should be approached to learn more about possible options to improve the service. It was further resolved that the following payment be recommended, parking permits £186+VAT (upon receipt of the permits) and VAT was noted for Quarter One - £2492.80. The Clerk will submit the VAT return online with Making Tax Digital to HMRC. The Bank Reconciliation, for June 2022, was checked and found to be correct and signed by Cllrs Capstick and Brooks.

5. Receipts and Payments 2022 - 2023

The up-to-date financial report for 2022/2023 was circulated for information. It was noted that the Clerk would carry over the updated Budget information on the financial summary in due course. It was noted, that a query had been received in relation to the Annual Governance Accounting Statement 2020/2021 where two figures had been accidentally transposed. The Chairman and the Clerk corrected the error and signed the amendment, the Clerk will submit the updated information to the External Auditor.

- i) **General review of Budget 2022 – 2023** the Clerk will circulate the Budget for updated reference/observations/comment.

6. Grant Applications

There were no Grant Applications.

7. Playing field path – update on potential pathway project, Howgill Lane

Following the agreement of the playing field path project finances by Cumbria County Council – a further site meeting was required to finalise the Highway work required at Havera/Howgill Lane. A recent meeting had been delayed due to absence.

8. Online Banking – future provision of banking arrangements

- i) Registration for Bankline (NatWest) some further final administrative tasks were now required to complete the updated authorised signatories, and to complete the Account Administration tasks, including adding Cllr Arnold and removing Cllr Capstick, due to the maximum number of signatories now being restricted to four. Once complete, all payments will remain as dual authorisation in line with Standing Orders/Financial Regulations.

9. Review of Contractors

The Amenities Committee had recently met and considered the draft Contract for Main Street toilets and would be discussed further at Full Council – 14th July 2022.

10. Date of next meeting – Monday 8th August at 5.30pm Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.