

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 13th June 2022 at 5.30pm

Present:

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

1. Elect a Chairperson

Cllr Lancaster was nominated by Cllrs Brooks and Capstick and duly elected.

2. Apologies

All Members were present at the meeting.

3. Declaration of Interests

There were no Declarations of Interest for this meeting.

4. Minutes of the Last Meeting held Monday 2nd May 2022

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

5. Financial Summary and Bank Reconciliation

The Financial Summary for May 2022 had been circulated to Members and it was resolved that all payments (attached) were approved for payment. It was further resolved that the following payments be recommended, replacement sack trolley and misc items - £76.90 and annual IT support (Clerk/Parish council laptop) - £252.00. A Purchase Order for the annual parking permits was authorised, circa £186.00, along with a request for a coin counter (for car park and donation monies), circa £150.00. In addition, the Clerk advised that a cheque for £404.50, issued for car parking tickets in April, had gone astray. This cheque will be cancelled and a replacement issued. The Bank Reconciliation, for May 2022, was checked and found to be correct and signed by Cllrs Capstick and Arnold.

6. 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.

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

7. Grant Applications

There were no Grant Applications, however, it was noted that the Town Twinning Group were hoping to make an application to support the Ambassador visit, planned later this year, along with ongoing plans to host students in 2023. It was further noted that Members might consider adding Town Twinning back to the Budget in future years, to reflect the hopes to increase future Economic Growth with Sedbergh's Town Twin - Zrece.

8. 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 site meeting had taken place with the Contractor. It was envisaged that works would commence in September, with the contractor being on site for approx. 8 weeks. Further updates will follow from Cumbria County Council in regard to the anticipated works required off the highway (to join to the new path) at Havera/Howgill Lane.

9. Online Banking – future provision of banking arrangements

- i) Registration for Bankline (NatWest) some 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.

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10. Review of Contractors

The Clerk was requested to draft an outline of general tasks for contractors. Once the drafts are complete, further referral will be made to contractors/Members for feedback/final agreement at a future meeting.

11. Date of next meeting – Monday 11th July at 5.30pm Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.