

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 3rd October 2022 at 5.30pm

Present:

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

1. Apologies

Apologies were received from Cllr Brooks and accepted by the meeting.

2. Declaration of Interests

Cllr Arnold – Item 4 (payments recommended for approval)

3. Minutes of the Last Meeting held Monday 5th September 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 September 2022 had been circulated to Members and it was resolved that all payments (attached) were recommended for payment. In addition, £150.00 was recommended in respect of the contractor covering the cleaning at Main Street toilets and £66.00 for compost at Queen's Garden. Also, VAT for Quarter Two was noted at £2332.18 and would be reported to HMRC as required. The Bank Reconciliation, for September 2022, was checked and found to be correct and signed by Cllrs Capstick and Arnold.

5. Receipts and Payments 2022 - 2023

The up-to-date financial report for 2022/2023 was circulated for information.

i) **General ongoing review of Budget 2022 – 2023 and requests for 2023 – 2024.**

The Clerk asked Members to consider requests for 2023/2024, including any projects for the coming year. It was also noted that, given the current financial uncertainty/rising energy bills/increased expenditure that an uplift of 10% may be required to accommodate anticipated expenditure in 2023/2024.

ii) **External Audit Appointment review (option to opt out) Smaller Authorities Audit Appointments Ltd.** The Clerk advised that the current 5-year scheme with PKF (External Auditors) was due to expire. Members discussed the options, including the potential to opt out. Members recommended that Sedbergh Parish Council remain opted in to the central procurement and appointment scheme, as in previous years, due to the technical obstacles/costs of opting out.

6. Grant Applications

There were no Grant Applications.

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

Work had commenced on 20th September 2022, with the outline of the path now visible and edging boards being fixed. The play equipment had been removed and the slope erected at the west entry point, in preparation for the connection to the highway at Havera/Howgill Lane. The Clerk continued to update CCC with progress of works as required, the project expected to take 6-8 weeks.

8. Online Banking

i) Bankline for Communities (NatWest) – Cllr Lancaster hopes to complete the Bank's administration duties as soon as practicable, to progress the setup of electronic payments in the future.

9. Ongoing review of Contracts - update

The final contract for the Handyman/Gardener role had been shared with the contractor for signature and return. In addition, Members of the Amenities Committee will consider grass cutting/field maintenance as part of their ongoing general review of contracts, particularly in regard to budgetary impacts for 2023/2024.

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10. Electric Vehicle Charging – proposed installation, update on grants

The Energy Saving Trust (EST) had acknowledged receipt of the application and had indicated an update by the 28th September, however, due to levels of applications being received – no update was currently available for the proposed - On-Street Residential Charge Point Scheme, Office of Zero Emission Vehicles (ORCS OZEV) at both Joss Lane and Loftus Hill car park.

11. Date of next meeting – Monday 7th November 2022 at 5.30pm Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.