

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 5th June 2023 at 5.30pm

Present:

Cllrs Lancaster (arrival at Item 7), Capstick, Brooks, Arnold and the Clerk, Miss Hassam

Part I

1. Elect a Chairperson

Cllr Arnold was proposed by Cllr Capstick and seconded by Cllr Brooks and duly elected.

2. Apologies

All Members were present at the meeting, with Cllr Lancaster arriving late (see above).

3. Declaration of Interests

There were no declarations of interest for the meeting.

4. Minutes of the Last Meeting held Monday 15th May 2023

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

5. Financial Summary and Bank Reconciliation 2023/2024

The Financial Summary for May 2023 had been circulated to Members and it was resolved that all payments (attached) were recommended for payment. In addition, the following payments were recommended - £121.44 parish lighting monthly charge and £425.51 for cleaning materials etc, Main Street toilets. Members also resolved to approve an order for annual parking permits (as in previous years). The Bank Reconciliation, for May 2023, was checked and found to be correct and signed by Cllrs Brooks and Capstick.

6. Receipts and Payments 2023 – 2024

The up-to-date financial report for 2023/2024 was circulated for information. It was noted that car park income was lower than the same periods last year.

i) **Savings account process.** The Clerk had circulated the information for CCLA (Public Sector Deposit Fund) in relation to opening the new savings account, and it was resolved to recommend to Full Council for approval. As previously suggested, the Clerk will endeavour to align any future balance transfer to reflect earmarked reserves (including earmarked legacy monies). Cllr Arnold, Lancaster and Brooks to complete the signing mandate, along with the Clerk.

ii) **Consider Parish Council laptop upgrade/ongoing maintenance and support.** Members has received a comparative quote and resolved to progress with CNL Computers for the upgrade and ongoing support. It was further noted that the sum of £200 per annum should be added into a Budget for IT Equipment to safeguard IT for the future. Finally, Members noted that a new office chair was required for the Parish Council office and resolved that the Clerk progress an order as soon as possible.

7. Grant Applications

There were no Grant applications received in May.

8. Projects – consider progression/scope funding in respect of improvement proposals at Joss Lane car park and playground

Members discussed how these projects might be progressed in the future, with a request that they are added to the Sedbergh Economic Partnership agenda going forward so that all proposed projects for the town can be considered/prioritised. For example, the proposals to upgrade the playground at Howgill Lane, would allow a possible extension to the car parking area in due course. Also, improvements to parking spaces/facilities at Joss Lane would additionally help with the Council's plans to improve parking via the ongoing Parking Strategy.

9. Online Banking

i) Bankline for Communities (NatWest) – Cllr Lancaster hopes to complete the Bank's administration duties prior to the July meeting.

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- 10. Date of next meeting – Monday 3rd July 2023 at 5.30pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh (one week earlier than previously scheduled)**

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. Receive tenders for proposed Electric Vehicle charging project – Joss Lane and Loftus Hill car parks**

Three tenders had been received and were opened. The Clerk will provide a summary of tenders in preparation for Full Council on 8th June 2023. Revised connection costs have been received separately and will additionally be provided to Members.