

## Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 9<sup>th</sup> October 2023 at 5.30pm

**Present:** Cllrs Arnold (Chair), Lancaster, Capstick, Brooks and the Clerk, Miss Hassam

### 1. Apologies

There were no apologies, all Committee Members were present at the meeting.

### 2. Declaration of Interests

There were no declarations of interest for the meeting.

### 3. Minutes of the Last Meeting held Monday 11<sup>th</sup> September 2023

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

### 4. Financial Summary and Bank Reconciliation 2023/2024

The Financial Summary for September 2023 had been circulated to Members and it was resolved that all payments (attached) were recommended for online payment. VAT for the sum of £385.74 was also noted in respect of Quarter Two, and it resolved that the Clerk submit to HMRC. The Bank Reconciliation, for September 2023, was checked and found to be correct and signed by Cllrs Brooks and Capstick.

- i) **Savings balances/update Public Sector Deposit Fund** - Members resolved that the transfer between deposit and savings account (NatWest) £50,000 should now be authorised on Bankline (following a delay from the last meeting caused by a technical issue with Bankline). The Clerk will then set up an equivalent sum for further investment to the PSDF, to be scheduled for the end of October to invest from November. The initial investment of £50,000 had seen an expected return (for September) of circa £200.00.

### 5. Receipts and Payments 2023 – 2024

The up-to-date financial report for 2023/2024 was circulated for information to all Members. The Clerk noted that the 2<sup>nd</sup> instalment of the Precept was later than usual, and the Clerk was asked to follow this up with Westmorland and Furness Council.

- i) **Budget requirements 2024/2025 – project requests/considerations.** Members discussed the ongoing desire to move/improve the playground at Howgill Lane, with thoughts to eventually increase the parking area (also see, Items 8 and 9). In addition, the aspiration to make safety improvements to the steps at Queen's Garden.

### 6. Grant Applications

There were no formal Grant applications this month. However, Members had been asked to consider the following financial contributions, as noted below.

- i) **Donation/contribution – Sedbergh Community Interest Company (CIC).** In recent years, Sedbergh Information Centre have received financial support from Yorkshire Dales National Park Authority. It is now understood that this financial support is currently under review. It had been suggested, therefore, that Members of Sedbergh Parish Council might like to consider financial support to the Information Centre (CIC) in the future. Members discussed this, however, resolved that no action should be taken until a formal approach is received from the CIC and a final decision made by YDNPA (and Westmorland and Furness Council) in respect of any ongoing support. It was further noted that the Council do already make an annual contribution/give financial support to the CIC via their donation for the administration of the resident parking permit scheme.
- ii) **Donation/contribution – Sedbergh Economic Partnership (SEP).** At a recent Sedbergh Economic Partnership meeting – it was suggested/requested that Sedbergh Parish Council consider a financial contribution for the role of the Economic Advisor. Members discussed the latest verbal request; however, it was recommended that any formal consideration could not progress until the Council received a response to their recent feedback on the Terms of Reference. For example, the Council had suggested that it becomes the financial vehicle/lead for the Sedbergh Economic Partnership – to ensure that all monies contributed/spent remain in the public domain. Currently all monies, private and public funds, are administered by the Sedbergh Community Trust (CIO).

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### **7. External Audit Report and Certificate 2022/2023 (Intermediate)**

Members noted the recent certificate, and comments. The Clerk has published the Notice of Conclusion of Audit, as required.

### **8. Projects – scope funding in respect of improvement proposals at Joss Lane car park and playground – any update?**

Cllr Arnold hopes to progress potential options for the playground at Howgill Lane, which may include inviting designers for an initial site meeting. It was resolved that, once a draft design was available, Sedbergh Parish Council would then be able to approach Yorkshire Dales National Park Authority for pre-application planning advice. This would also incorporate thoughts/feedback on the aspiration to potentially extend the car parking area in the future. Members additionally noted that Cllrs Bromley, Arnold, and the Clerk were due to meet with representatives of Westmorland and Furness Council later this month to discuss any options to reduce the recycling area at Joss Lane car park and, therefore, potentially increase the number of available parking spaces. Also, in respect of the Councils previous correspondence to Yorkshire Dales National Park (YDNPA) and Westmorland and Furness Council (W&F) to consider moving coach parking out of the town centre, YDNPA had now responded. It was suggested that if New Bridge lay-by was established as a potential viable option, then W&F may be able to pursue this under permitted development (as current owner of the land). It was noted, for reference, that Cllr Bromley has now asked for W&F to give their feedback on this suggestion in an effort to finally move this forward – originally highlighted as one of the potential improvements for the car parking strategy for the town.

### **9. Cumbria Association of Local Council – Civility and Respect Pledge (attached), Dignity at Work Policy (attached) Equality and Diversity Policy – updated (attached)**

Members resolved to recommend to Full Council, the adoption of the National Association of Local Council (NALC) Dignity at Work Policy and updated Equality and Diversity Policy. This would fulfil the requirements for the previously discussed Civility and Respect Pledge. Members, therefore, resolved to recommend the adoption of the Pledge, at the Full Council meeting on 12<sup>th</sup> October 2023.

### **10. Legacy Monies – final consideration of funds to disperse**

Members noted that all funds had now been received – and the Clerk had updated the Legacy monies summary (attached).

**Legacy 1**, total £21267.26 – it had previously been suggested to split this legacy, in line with The Will. Members therefore resolved to recommend the following £9114.54 to be allocated to the playpark reserve. With £3038.18 each being distributed to a) Music - Sedbergh Town Band b) Art - Settlebeck School art department c) Farming – to be confirmed and d) Economy – Sedbergh United Charities for the benefit of their young people's fund.

**Legacy 2** – Members resolved to recommend that the full legacy received, sum £35545.95, be allocated to a playpark reserve. It was noted that this has been confirmed as an acceptable project by the Executor.

### **11. Date of next meeting – Monday 6<sup>th</sup> November 2023 at 5.30pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh**