

## Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 11 November 2024 at 6.15pm

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

### 1. Apologies

Apologies were received from Cllr Brooks.

### 2. Declaration of Interests

Item 6i, Town Twinning Grant application – Cllr Lancaster (as SPC appointee to outside body only)

### 3. Minutes of the Last Meeting held Monday 7 October 2024

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

### 4. Financial Summary and Bank Reconciliation 2024 - 2025

The Financial Summary for October 2024 had been circulated, along with the Bank reconciliation. The Bank Reconciliation for October 2024 was checked and found to be correct, and signed by Cllrs Lancaster and Capstick, along with bank statements/summary of receipts/payments and prepared online payments. The PSDF statement for October had been received, and information updated.

- i) **Members to consider transfer of funds to CCLA/PSDF.** Members noted the current balance in the current account, and recommended a transfer of £50,000 to the PSDF to maximise interest.

### 5. Receipts and Payments 2024 – 2025

The up-to-date Receipts and Payments report for 2024/2025 had been circulated, for information, to all Members. In addition, the Clerk noted that income from EV for Joss Lane car park had now been received, along with summary of income for the second quarter for both car parks. Early indications showed a small profit on expenditure. Members resolved, therefore, to review income and expenditure for EV for the first six months inline with what had previously been agreed.

- i) **Requests for payments 2024-2025 and clarify tree works New Bridge lease area (attached).** It was resolved that all requests for payments were recommended for online payment (cheque payment for The Royal British Legion). And, in addition, ink £126.68, car parking tickets monthly administration £301.28 and street lighting £95.33 which had all been received following the initial summary, and national NJC payrise noted (clerk), backdated to April 2024. In respect of New Bridge lease/tree works required, Members recommended communication with neighbouring land owners to confirm responsibility for some of the highlighted trees, which were deemed to be outside of the SPC leased area.

### 6. Grant applications/donation requests

- i) **Town Twinning, £2000 – student exchange program.** Following discussion, and in view of the Parish Councils total Grant Budget only being £4,000, Members resolved to recommend the sum of £1,000 to support the trip to Zrece.
- ii) **Sedbergh Late Night Opening – donation toward entertainment.** Members resolved to recommend the sum of £250.00. It was noted that any future application should be for something extra to enhance the event, and should not be relied upon annually as the event should be self-sustaining.

### 7. Resident Parking Permits – review of expenditure/procedures

The Clerk advised Members of a change/review in procedures at WFC, which highlighted the potential for SPC to consider 'virtual' resident car parking permits. Further investigations need to be made and will be reviewed at a future meeting. Including, process/procedure for residents, back-office administration, and implications to Information Centre (who currently complete administration) etc.

## **Sedbergh Parish Council, Finance Committee**

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 11 November 2024 at 6.15pm

8. **Volunteer application process – review application form (attached).**  
Members considered the draft application form circulated, and resolved to recommend to Full Council.
9. **Date of next meeting – Monday 9 December 2024 at 6.15pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.**