

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh on Monday 10 March at 6.15pm

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

1. Apologies

Apologies were received from Cllr Brooks.

2. Declaration of Interests

There were no declarations of interest.

3. Minutes of the Last Meeting held Monday 10 February 2025

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 February 2025 had been circulated, along with the Bank reconciliation. The Bank Reconciliations for February 2025 were checked and found to be correct and were signed by Cllrs Lancaster and Capstick, including bank statements/summary of receipts/payments and list of online payments for approval. The PSDF statement for February had been received. The Clerk highlighted receipts and payments totals, so far, and reminded Members of the additional requirements on transparency if these exceed £200,000.

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, it was noted that various utilities required review. Including, Scottish Power (Main Street and Loftus Hill toilets), members resolved to fix new tariffs for 24 months. NPower, the Clerk noted that currently NPower was not collecting payments for the unmetered supply due to an internal review. WaterPlus – Members resolved to continue to monitor usage at Main Street toilets following recent fluctuations, which could be linked to the grey water system.

i) Requests for payments 2024-2025 (attached) Members resolved to approve all payments requested. Initial authorisation will be completed now, with dual authorisation following Full Council. In addition, payments were authorised for waste water rates at Joss Lane and Loftus Hill car parks (new finance year 2025/2026) £2453.40 LH and £5069.99 JL. These had seen an increase of circa 24%.

ii) Members to receive information in respect of updates to Procurement Act 2023
The Clerk advised Members of the procedural changes for tenders/thresholds (effective 24 February 2025)

6. Annual Governance and Accounting Review 2024-2025

i) Review of Risk Assessment, Asset Register, and appointment of Internal Auditor Members resolved to recommend the Risk Assessment and the Clerk will complete a review of the Asset Register. Members additionally recommended the appointment of Lakes Auditing Services for Internal Audit.

ii) Members to consider review of current insurance Members agreed to consider a review of current insurance values/liabilities when the Asset Register review had been completed.

7. Date of next meeting – Monday 7 April 2025 at 6.15pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.