

## Sedbergh Parish Council, Finance Committee

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

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

### Part I

**1. Apologies**

All Members were present at the meeting.

**2. Declaration of Interests**

There were no declarations of interest.

**3. Minutes of the Last Meeting held Monday 6 January 2025**

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

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

The Financial Summary for January 2025 had been circulated, along with the Bank reconciliation. The Bank Reconciliations for January 2025 were checked and found to be correct and were signed by Cllrs Brooks and Capstick, including bank statements/summary of receipts/payments and list of online payments for approval. The PSDF statement for January had been received, The Clerk advised that PAYE for Quarter 3 had been delayed, due to a date oversight. This has now been paid retrospectively £2024.08 (inc. £3.19 interest), as previously PAYE was agreed by Members in December. It was further resolved that future PAYE payments would be paid by Direct Debit and, therefore, a direct debit mandate was completed for return to HMRC.

**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 outstanding quarter three EV income had recently been reported from the operator, with receipt due in February. It was acknowledged that initial EV income/expenditure (2024/2025) had only been estimated and that both had exceeded original budget. The Chairman advised, therefore, that it would now be useful to complete an assessment of income vs expenditure, for the EV chargers, ahead of the next meeting. Once complete, figures could be used to assist with future budget reviews.

**i) Requests for payments 2024-2025 (attached)** Members resolved to approve all payments requested.

**ii) Consider any virements required to current Budget.** As discussed, (Item 5) future Budget requirements for EV chargers were noted. In addition, Members agreed a virement of £500 from free reserve, to the General budget, to cover previous unplanned legal expenditure. (SPC Full Council, October 2024)

**6. Policies (draft) – including Investment Policy CCLA Public Sector Deposit Fund and Co-Option Procedure.**

Members resolved to recommend for, approval, the Co-Option Policy (attached). In addition, and following a minor amendment, Members also recommended for approval the Investment Policy (attached) to Full Council.

**7. Date of next meeting – Monday 10 March 2025 at 6.15pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.**

### 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.

**8. Consider initial quotes received for tree works at Queen's Garden and New Bridge**

The Clerk provided a summary of three quotes received (A/B/C), and Members resolved that, with no material difference, Quote C should be accepted and recommended to Full Council.