

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

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh 6.15pm on Monday 8 December 2025

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

### Part I

**1. Apologies**

Apologies were received from Cllr Brooks.

**2. Declaration of Interests**

There were no declarations of interest made at the meeting.

**3. Minutes of the Last Meeting held Monday 10 November 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 2025 - 2026**

The Financial Summary for November 2025 had been circulated, along with the bank reconciliations for each account. Bank statements and summary of receipts and payments, along with a list of payments requested/known were also all checked and found to be correct. All relevant papers were signed by Cllrs Lancaster and Capstick, and Cllrs Arnold and Lancaster will complete the dual authorisation of online payments.

**5. Receipts and Payments 2025 – 2026**

The up-to-date Receipts and Payments report for 2025/2026 had been circulated to all Members for their ongoing information/reference. The Clerk confirmed parking permit funds have now been received - £18330.00. The Clerk advised that a small review of the current budget was required, which might require some minor adjustments to reflect current expenditure, for example, Joss Lane car park budget (and the recent repair work completed).

i) **Requests for payments December 2025 (attached)** Members resolved to approve all payments requested, including festive light installation, flower festival display, quarterly operation and maintenance for the EV charger and the repair to the shutter on the men's toilets in the summer. Paye for Quarter 3 was noted - £2252.76 (due to be collected in January). Finally, members agreed some additional training for the Clerk (Scribe Accounting) and the purchase of a new coin counter.

ii) **EV Usage/output** The Clerk noted that she was awaiting an update from the EV contractor in respect of units being used, and charged for, versus units credited for.

**6. Annual Budget 2026-2027**

The draft budget had been considered in November, and deferred to December to allow any additional adjustment required following the Budget. This will now be reviewed ahead of formal Precept request in January. It was noted, by the Clerk, that initial Precept information had now been received from Westmorland and Furness Council, and this indicated a small change in the tax base (from 1217.0 to 1233.6). Members had previously discussed maintaining a 7% increase (per Band D equivalent), which would now give a projected Precept of £61998.40 (£50.26).

**7. Playpark – grant application**

The Clerk advised that due to an administration change for funding applications (National Highways) there would be a delay on any progress with the playpark application until March/April 2026. Cllr Arnold noted that he hopes to progress the planning application, along with the Clerk (including following up on a Biodiversity Net Gain (BNG) and landscaping report) when practicable.

**8. Date of next meeting – Monday 12 January 2026 at 6.15pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.**

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### **Part II**

In accordance with Standing Orders, it was proposed and resolved that the public should be excluded from the meeting, by reason of the confidential nature to be discussed, in relation to the following item:

**9. Annual contractor review (draft contracts to finalise)**

Main Street toilets contract – Members noted that there had been no applications for the current contract for Main Street toilets, and this will be readvertised in the new year. The Clerk confirmed the current contractor is content to continue at this time.

Parish Handy person contract – Members noted that the new contract had been signed and will be due for review again in 2028.

Grass cutting contract – The Clerk still needs to liaise with Cllr Longlands to draft a contract, for final review by Amenities early in 2026. Hopefully, this will allow sufficient time to advertise/appoint a contractor prior to the 2026 growing season.