

Minutes of 2023 Annual Meeting of the Sedbergh Parish Council.
Held in the People's Hall, Committee Room, Howgill Lane, Sedbergh at 7.30 pm
Thursday 16 May 2024
Meeting followed Annual Parish Meeting

Present: Cllrs Lancaster, Longlands, Capstick, Sedgwick, Bromley, Hutt, Cowperthwaite, Arnold, Welti and the Clerk.

1. Election of Chair

Cllr Arnold was proposed by Cllr Longlands and seconded by Cllr Capstick. Cllr Lancaster was proposed by Cllr Welti and seconded by Cllr Bromley. This followed an initial objection by Cllr Bromley to Cllr Arnold's proposed nomination, due his employment. Cllr Arnold reiterated that his role on the Council was completely independent and dispensations were generally held for this purpose. As there were two nominations a vote was taken, with Cllr Arnold receiving five votes and Cllr Lancaster receiving four votes, Cllr Arnold was duly elected.

2. Declaration of Acceptance of Office by the Chair

The Declaration of Acceptance of Office was signed by Cllr Arnold in the presence of The Clerk.

3. Election of Vice-Chair

Cllr Longlands was proposed by Cllr Capstick and seconded by Cllr Arnold and was duly elected.

4. Declaration of Acceptance of Office by the Vice Chair

The Declaration of Acceptance of Office for Vice-Chair was signed by Cllr Longlands in the presence of The Clerk.

5. Apologies for absence

Apologies were received from Cllrs McPherson and Brooks.

6. Declaration of Interest – including any updated Declarations of Interest for Westmorland and Furness Council

There were no updated Declarations of Interest received for this meeting.

7. Requests from Councillors for Dispensations to Speak and/or vote – including consideration of previous Dispensations relation to Sedbergh School

Requests for ongoing dispensation were briefly discussed in relation to Sedbergh School, as previously held and it was resolved to continue to adopt.

8. Approval of the minutes from the 11 April 2024 Parish Council Meeting (monthly)

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

9. Receipt of Annual Governance Statement and Accounting Statement 2023/2024

- i) The Annual Internal Audit Report 2023/2024 was considered and Members additionally noted the recommendation to review the council's Data Protection Policy, Privacy Policy, and Public Participation Policy. This was agreed and it was, therefore, resolved that it was adopted by Members.
- ii) The Annual Governance Statement 2023/2024 was received, considered and agreed. It was, therefore, resolved that it was adopted by Members.
- iii) The Annual Accounting Statement 2023/2024 was received, considered and agreed. It was, therefore, resolved that they were adopted by Members.

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It was resolved that the period for The Exercise of Public Rights was confirmed as 3 June 2024 to 12 July 2024 as recommended by the External Auditor and to comply with the prescribed 30 (working days) and including the first 10 (working) days of July.

10. To continue to adopt General Power of Competence (GPC)

The Clerk confirmed that the Council continue to meet the criteria for the General Power of Competence. Further information/guidance available under the Localism Act 2011 sections 1 to 8.

11. To consider Committees and appoint Members, to include Resilience Review

The following appointments were resolved for 2023/2024

Finance Committee – KL, SA, JC, MB

Amenities Committee – MB, JC, SL, IH, EW, RC

Planning Committee – SA, RS, JC, HB, MB, SL

Queens Gardens Committee – KL, IM, RC

Resilience Review – SL, IH

12. Appointment of Representatives to Outside Bodies

Town Twinning Group – KL, EW, RS (SA liaison if required) and WFC Cllr Mitchel as observer

Sedbergh United Charities and Widows Hospital – MB, KL, JC, HB, RC and (non-Member) KS.

Sedbergh Economic Partnership – currently suspended attendance

Sedbergh & District CIC – EW

Sedbergh & District CIO – HB (Grants Committee – non-Member SA)

People's Hall Committee – SL

Health Centre (PPG) - MB

Respect Group – IM/KL/HB

Football Club – SL

Swimming Club – MB

Western Dales Bus – IM/IH

Bowling club – SL

Sedbergh in Bloom – SA

Tennis Club – HB

District Assc Meeting (CALC) - SA

It was noted that the Gala Group were not currently in active operation.

13. Delegation Arrangements

The Committee and Delegation Scheme continues to be adopted by Members.

14. Adoption of Standing Orders, Financial Regulations, Asset Register and Risk Assessment

The Standing Orders were adopted along with the current Financial Regulations and were available on the Parish Council website/office. It was, however, noted that updated Financial Regulations had just been released by NALC and these will, therefore, be reviewed in June. The Asset Register and Risk Assessment had recently been reviewed and were adopted by Members.

15. Insurance arrangements

The Clerk had previously circulated the Insurance arrangements (approved Finance May 2024) following review and they were adopted.

16. Review of Policies as might be required, including as recommended by Internal Audit (Item 9 i)

It continued to be agreed that a rolling process of review was required for all policies/procedures and risk assessments that these would continue periodically.

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17. To consider payment of Annual subscriptions/contributions

To continue to consider upon request as previously agreed, notably, the annual subscription to Cumbria Association for Local Council and Parish Online.

19. Schedule of Future Meetings

Council Meetings will remain as scheduled for 2024 and dates now confirmed for 2025 (attached). It was noted that on occasion, dates may alter, but would be suitably advertised as required.

The meeting closed at 7.55 pm