

Minutes of 2026 Annual Meeting of the Sedbergh Parish Council.
Held in the People's Hall, Committee Room, Howgill Lane, Sedbergh at 7.45 pm
Thursday 14 May 2026

Meeting followed Annual Parish Meeting

Present: Cllrs Arnold, Lancaster, Longlands, Capstick, Sedgwick, Bromley, Brooks, Thomson, Cowperthwaite, Crawford and the Clerk.

1. Election of Chair

Cllr Arnold was proposed by Cllr Lancaster and seconded by Cllr Sedgwick and 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 Arnold and seconded by Cllr Bromley 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

All Members were present at the meeting (one vacancy)

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 and the Clerk took the opportunity to remind all Members of their duty to ensure their Register of Interests was up to date.

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 16 April 2026 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 2025/2026

- i) The Annual Internal Audit Report 2025/2026 was considered. Members noted the positive comments, acknowledging the improved Governance relating to .gov.uk website and email.
- ii) The Annual Governance Statement 2025/2026 was received, considered, and agreed. It was, therefore, resolved that it was adopted by Members.
- iii) The Annual Accounting Statement 2025/2026 was received, considered, and agreed. It was, therefore, resolved that they were adopted by Members.
- iv) Exercise of Public Rights Notice – 3 June to 14 July 2026. The period was confirmed, 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.

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11. To consider Committees and appoint Members

The following appointments were resolved for 2026/2027

Finance Committee – KL, SA, JC, MB

Amenities Committee – MB, JC, SL, DT, HB, RC

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

Queens Gardens Committee – KL, RS, RC, DT

12. Appointment of Representatives to Outside Bodies

Town Twinning Group – KL, RS, DT

Sedbergh United Charities and Widows Hospital – KL, HB, MC (new appt), DT and (non-Member) KS. Cllrs MB and RC both wish to stand down, leaving one vacancy. The Clerk will notify SUC.

Sedbergh Economic Partnership – attendance remains suspended, Members agree to include on the June agenda

Sedbergh & District CIC – MC (new)

Sedbergh & District CIO – HB (Grants Committee SA)

People's Hall Committee – SL

Health Centre (PPG) - MB

Respect Group – DT/KL

Football Club – SL/MB

Swimming Club – MB

Public Transport User Group - HB

Bowling club – SL

Tennis Club – HB

Cumbria Association of Local Council District Association meeting/s – SA

Sedbergh Flower Beds Volunteers – SA

13. Delegation Arrangements

The Committee and Delegation Scheme continue to be adopted, alongside the Scheme of Delegation to the Clerk.

14. Adoption of Standing Orders, Financial Regulations, Asset Register and Risk Assessment (following recent annual review) and Councillor Code of Conduct

The Standing Orders were adopted along with the current Financial Regulations and will be available on the Parish Council website/office. The Asset Register and Risk Assessment had recently been reviewed and were adopted by Members. Finally, Members resolved to continue to adopt the Westmorland and Furness Councillor Code of Conduct i) Schedule of policies/Risk Assessments. The Clerk was completing a schedule of existing policies, and the Chair advised he would consider Risk Assessments.

15. Insurance arrangements

The Clerk advised that renewal information had recently been reviewed at Finance 11 May 2026 – the new one-year premium (with street lighting removed) being £1761.87 1 June 2026 to 31 May 2027. Members agreed to make payment as soon as invoice is received, to ensure no break in cover.

16. Review of Policies as might be required, including as recommended by Internal Audit

It continued to be agreed that a rolling process of review was required for all policies (see Item 14) The IA referred, generally, to Risk Assessments being reviewed annually as good practice. The Clerk confirmed that the Risk Assessment is already included for annual review each year.

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17. To consider payment of Annual subscriptions/commitments

To continue to consider upon request, as previously agreed. These include annual subscription to Cumbria Association for Local Council, Parish Online, ongoing energy costs, business rates and maintenance contracts.

18. Schedule of Future Meetings

Council Meetings will remain as scheduled for 2026 and dates now confirmed for 2027 (attached). It was noted that on occasion, dates may alter, but would be suitably advertised as required.

The meeting closed at 8.15 pm