

Sedbergh Parish Council, Finance Committee

Minutes of Sedbergh Parish Council Finance Committee meeting, held Parish Council office, 72 Main Street, Sedbergh 7.30pm on Thursday 11 June 2026

Members noted that since the Annual Meetings of the Council (14 May 2026) the Clerk, Miss Hassam, had become unexpectedly unavailable. Due to this the Chair Cllr Arnold, in consultation with the Vice Chair Cllr Longlands and other Members of the Council, agreed to re-schedule the June meetings of the Council and its committees.

Present: Cllrs Arnold (Chair), Capstick, Brooks and Lancaster. The Vice Chair of the Council, Cllr Longlands was also in attendance. In the absence of the Clerk, Cllr Lancaster took the minutes of the meeting.

1. Elect a Chair

In the absence of the Clerk, the Vice Chair of the Council took the Chair. Cllr Arnold was elected nem con. Cllr Arnold in the Chair.

2. Apologies

All Members were present at the meeting.

3. Declaration of Interests

There were no declarations of interest made at the meeting.

4. Minutes of the Last Meeting held Monday 13 April 2026

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

5. Financial Summary and Bank Reconciliation 2026 – 2027

A Financial Summary for May 2026 had been circulated, along with the bank reconciliation for each account, bank statements and summary of receipts.

- i) **Requests for payments June 2026 (attached)** The requests for payments were authorised.

6. Receipts and Payments Summary against Budget 2026 – 2027

These were agreed in full. Members did not have a printed copy at the meeting so it was agreed that Cllrs Capstick and Brooks be authorised to sign a copy when available.

7. Urgent Items (deferred from the cancelled June meeting of the Full Council)

- i) **Playground Inspection, actions required.** The playground inspection required some items of equipment to be removed. It was agreed to approach two local contractors and if they quoted an acceptable amount the Chair and Vice-Chairman were authorised to agree without going for other quotes. If the quote was less than £2,000 they were to proceed, otherwise to re-consult members of this committee.
- ii) **Playground planning/fee proposal, update on progress.** Since the agenda had been circulated the council had received quotations from the architect of £1,800 and £877 for the Topographical Survey. These should be accepted.
- iii) **Tree Survey.** Cllr Thomson to be asked for his views on the Tree Survey which had been received since the May meetings.
- iv) **Changes to Joss Lane Toilets.** Since the last meetings, the council had received a proposal from Westmorland and Furness Council. The clerk was authorised to sign this.

8. Date of next meetings of this Committee and Full Council

There was a discussion about matters arising from the clerk being unavailable. It was agreed that the Chair, in consultation with the Vice Chair, be authorised to take such actions as necessary. It was agreed that both this committee and Full Council should meet on the appointed dates in July but that the agendas should have regard for the changed circumstances. **The Finance Committee should meet on Monday 6 July 2026 at 6.15pm. Members resolved to meet in the Parish Council Office, 72 Main Street, Sedbergh.**