

SEDGWICK PARISH COUNCIL

www.sedgwickparishcouncil.gov.uk

Minutes of the Parish Council Meeting held in the Village Hall on Wednesday 11st March at 7.30pm (to be approved at the Parish Council meeting to be held 13th May 2026)

Present: Cllr B Holmes (Chair), Cllr B Tanham (Vice Chair), Cllr J Hall, Cllr A Heffernan, Cllr J Nunn

Also Present: Clerk R Harrison (outgoing) Clerk C Davidson (New) District Cllr D Rathbone

Cllr Holmes opened the meeting and thanked Clerk Rachel Harrison for her work over the last few years and welcomed the new Clerk Christine Davidson

96/25 Apologies

None

97/25 Appointment of new Parish Clerk

New Clerk Christine Davidson was officially appointed as Clerk

98/25 Approval of Minutes

The minutes of the Parish Council meeting held on 14th January 2026 were approved and signed by Chairman.

99/25 Declaration of Interest and Applications for Dispensation

Cllr B Tanham declared an interest in Agenda item 11 Canal as owner of part of towpath. Cllr Tanham can take part in discussion but not vote.

100/25 Public Participation

No members of the public were present.

101/25 Reports

a) Westmorland and Furness Cllr Rathbone reported on the District Council business.

Cllrs raised concerns over the recently circulated Home School Transport consultation – this is to be discussed at the Annual Parish Meeting and a response formulated from the Parish Council.

102/25 Planning

None

103/25 Highways/Footpaths

a) The Highways report was presented and it was agreed that the Clerk will send the report to Cllr Rathbone for him to chase Highways.

b) Discussion took place regarding the new 20mph, it was still a concern that drivers were not yet adhering to the limit. It was agreed that District Cllr

Rathbone would request that Sedgwick is included in the list for the loan of the SID (Speed Indicator Devices) owned by the W & F Council/Police.

- c) There is no update on the permission to cut the grass around the bus stop.
- d) The new notice board will be installed as soon as possible.
- e) A resident had made a report to W & F about the debris left after hedgecutting and said that they responded promptly and resolved the matter.

104/25 **Playground/Millennium Field**

- a) It was agreed that a second quote would be required for the removal of the old equipment and the installation of the new equipment. The Parish Council delegated the instruction to appoint the contractor to the Clerk subject to a second quotation.
- b) The ROSPA report was reviewed and there were a few small items to be completed. All signs had been updated and the basketball net had been replaced.

105/25 **Fundraising & Events**

This item can now be removed from the Agenda.

106/25 **Safeguarding Report**

Nothing to report

107/25 **Canal**

- a) The latest report from Cllr Holmes has been circulated and is available on the website and noticeboard.
- b) James Park is expected to do more tree maintenance work as soon as he is able.
- c) A meeting has taken place with W & F council regarding the proposed widening of the towpath. The Parish Council is in agreement in principle however not to the extent the W& F council want to go as this will take away years of community planting.
- d) There is still the ongoing issue with the handrail requested as there is no funding available for this. Also the ownership is still unknown to the Parish Council. Therefore there were still questions to be answered about liability and ownership as well as the funding of the handrail before this can progress any further.

108/25 **Website**

- a) Cllr Holmes updated the Parish Council on the new website which is now compliant with the new regulations.
- b) The website can be found at www.sedgwickparishcouncil.gov.uk and the invoices for the work done by Treble 3 will be approved and paid
- c) All Councillors now have a Parish Council email address and these have to be used for ALL council business.

109/25 Finance

- a) Note the bank balances Current Account: £10,804.21
Reserve Account: £22,749.51

The reconciliation was checked and signed by Cllr B Tanham

- b) The following payments were authorised:
- | | |
|-----------------------------------|--------------------------------|
| Parish Clerk Salary Jan – March | £547.70 |
| Parish Clerk Expenses Jan – March | £55.48 |
| HMRC PAYE | £176.92 |
| D & C Atkinson Grass Cutting | £182.00 |
| James Park (Canal Maintenance) | £450.00 |
| Rachel Harrison Defib Pads | £81.60 |
| Sedgwick Village Hall | £48.00 |
| Treble 3 (3 Cllr emails) | £79.20 |
| Treble 3 (Website updates) | £936.00 |
| Rachel Harrison CNL Laptop repair | £95.00 |
| Data Protection Fee (DD) | £47.00 |
| Kent Estuary Young Farmers | £455.00 (playground equipment) |
| Printing Plus (Spring Newsletter) | £102.00 |

To acknowledge receipt of Interest of £53.80

- c) The Clerk confirmed that the precept request has been sent to W & F Council
d) Confirmation that the Internal Audit will be arranged after 31/3/26
e) The VAT refund will be submitted after year end.
f) It was agreed that the new Clerk would begin an application to open bank accounts with Unity Trust Bank.
g) It was agreed that the Clerk would bring Payroll in house from the start of the new financial year.

110/25 Newsletter

The Newsletter has been delivered to households around the village. Cllr Holmes thanked Cllrs for their help.

111/25 Correspondence

All correspondence received and circulated to Councillors, no further action required.

112/25 Outstanding items

- a) Invites have been sent for the APM, Cllr Tatham will set up the slideshow presentation. It was agreed to consider at future meeting if the Annual Parish Meeting should take place on the same evening as the March Parish Council Meeting.
b) James Todhunter was unable to attend the meeting so the Declaration of Acceptance has not been received.

- c) It was agreed that further discussion is needed before the response is given to the W & F School Transport consultation.
- d) Sedgwick Village Hall Minutes have been received and circulated.
- e) The Clerk presented a Document Retention Policy which can be formally adopted at the Annual Parish Council meeting in May when all policies will be reviewed.

113/25 Items for consideration for a future agenda

None

114/25 The Annual Parish Meeting will be held on Wednesday 18th March and the next Parish Council meeting will be held on **13th May 2026**

Signed:.....Date: 8th May 2026

AGREED MINUTES