

SEDGWICK PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited to attend the Meeting of the Parish Council to be held on Wednesday 11th March 2026 at 7.30pm
Venue, Sedgwick Village Hall

A G E N D A

1. **Apologies** - to receive apologies with reasons for given absence beforehand.
2. **Appointment of new Parish Clerk** – Christine Davidson
3. **Minutes** - authorise the Chairman to sign the minutes of the meeting held on 14th January 2026 as a true record.
4. **Declarations of Interest/Request for Participation**
To receive declarations of interest by members in respect of items on this agenda. (Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
5. **Public Participation**
Members of the public will be given the opportunity to speak, ask questions or raise matters of interest regarding this agenda in accordance with the Standing Orders.
6. **Reports**
 - a) To receive any relevant matters from Cllr D Rathbone - Westmorland & Furness Council.
7. **Planning** To receive and consider any planning applications which have been submitted since the last meeting.
NONE
8. **Highways/Footpaths** - to receive and consider any Highways/Footpaths matters.
 - a) To receive the monthly highways report and update of repairs.
 - b) To discuss the bedding in period of the 20mph zone and discuss any further action that may be required.
 - c) To discuss the need for permission to cut the grass on land around the bus stop. This has been requested but no response as yet.
 - d) To receive an update on the new noticeboard.
 - e) To acknowledge receipt of an email from a member of the parish regarding the debris left from the hedge cutting and prompt response from W&F to clear it.
9. **Playground / Millennium Field** – to receive and consider any matters regarding the Playground/Millennium Field.
 - a) To discuss the new equipment purchased and removal of old slide including any quotes received for the work.
 - b) To discuss the ROSPA safety report and any work that needs to be done.
10. **Fundraising & Events**
 - a) Equipment Replacement- update on equipment, quotes, fundraising & grants.
11. **Safeguarding Report**
 - a) To receive any report from Cllr Tanham.
11. **Canal**
 - a) Monthly report by Cllr B Holmes.
 - b) To discuss the work done by James Park.
 - c) To discuss the meeting with W&F Council regarding the Lancaster Canal Towpath Trail.
12. **Website/social media**
 - a) Verbal report by Cllr Holmes.
 - b) To update the council on the new website.
 - c) To inform all Councillors that they should now be using Councillor email addresses provided for all Parish Council emails.
13. **Finance**
 - a) To receive and note bank balance as of 30/01/2026 Current = £11340.41 & 20/02/2026 Reserve = £22749.51 and sign the bank reconciliations which include payments agreed on 14th January 2026 and cleared the bank account.

b) To approve payments:

Parish Clerks Salary January/February/March = **£547.70**
Parish Clerks Expenses January/February/March **£55.48**
HMRC PAYE (Rachel Harrison) January/February/March = **£176.92**
D&C Atkinson (Grass Cutting) = **February/March 2 x £182.00**
James Park (Canal Maintenance) = **£450.00**
Rachel Harrison (Village Hall Defib Pads) = **£81.60**
Sedgwick Village Hall (September & November meetings) = **£48.00**
Treble 3 (3 x Cllrs emails) = **£79.20**
Treble 3 (Website update) = **£936.00**
Rachel Harrison (CNL Laptop repairs) = **£95.00**
Data Protection Fee (DD) = **£47.00**
Kent Estuary Young Farmers (New playground equipment) = **£455.00**
Printing Plus (Spring Newsletter) = **£102.00**

To acknowledge receipts:

Interest = £53.80

c) To confirm the precept request has been sent to W&F Council

d) To confirm that the Clerk will be in touch with the auditor after 31/03/2025 to arrange the audit.

e) To confirm the VAT refund will be submitted before the next meeting.

14. Newsletter

a) To discuss the Spring newsletter.

15. Correspondence All received and distributed.

16. Open Action not covered elsewhere on the agenda.

a) To confirm any final arrangements for the APM.

b) To receive completed Declaration of Acceptance of Office from James Todhunter and confirm James Nunn's has been received by the Clerk.

c) To discuss the W&F Consultation regarding school transport.

d) To acknowledge receipt of the SVH minutes.

e) To approve the Document Retention Policy

17. Items for consideration for a future agenda

18. Date of Next Meeting – to confirm the date of the next meeting will be the APM **Wednesday 18th March 2026 at 7.30pm**, in the Sedgwick Village Hall. Followed by Wednesday 8th May 2026 at 7.30pm.

*Additional items requested by councillors may, at the discretion of the clerk be added to this agenda in advance of the meeting or deferred to item 15. Please contact the clerk immediately if there is such a request.
In accordance with standing orders, the decision of the clerk is final.*

R Harrison – Clerk to the Council

Public Participation Guidance

Each member of the public is entitled to speak once in respect of each matter and for up to 3 minutes with 10 minutes being allocated overall for the Public Participation section. These limits may be extended at the discretion of the chairman. Comments must be addressed through the chair. The Chairman will decide in which order matters will be heard and whether an immediate response may be given at the meeting or arrangements made to respond or discuss the matter further at a later date. Questions and comments and responses will be minuted concisely.

To comply with privacy and data protection advice, individuals participating or named during this section will not be named in the minutes.

For more details see www.sedgwickparishcouncil.org.uk/public-participation