

## SEDGWICK PARISH COUNCIL

*Minutes of the Parish Council Meeting held on Wednesday 14<sup>th</sup> May 2025 at 7:30pm at Sedgwick Village Hall.*

**Present:** Cllr B Holmes (Chair), Cllr B Tanham, Cllr G Stoker, Cllr Hall, Mrs Rachel Harrison (Parish Clerk), Westmorland & Furness Cllr D Rathbone

- 1/25 Election of Chairperson** The Clerk took the chair for this item, It was proposed by Cllr Stoker seconded by Cllr Tanham and unanimously resolved that Cllr B Holmes should be the chairperson for 2025/26.
- 2/25 Declaration of Acceptance** The Chairperson signed the Declaration of Acceptance of Office for 2025/26, This was signed by Cllr B Holmes and witnessed by the Clerk.
- 3/25 Election of Vice Chairperson** It was proposed by Cllr Stoker, seconded by Cllr Holmes and unanimously resolved that Cllr B Tanham should be the Vice Chairperson for 2025/26.
- 4/25 Apologies** None
- 5/25 Minutes:** It was resolved for the Chairperson to sign the minutes of the meeting held on 13<sup>th</sup> March 2025 as a true record.
- 6/25 Declarations of Interest / Dispensation Requests:**  
Cllr B Tanham declared that as she is the owner of a part of the canal towpath, she can take part in discussion regarding the Canal but cannot vote on any decisions.
- 7/25 Public Participation:** None
- 8/25 Reports**
- a) Police Report: The Council are receiving a monthly community newsletter and can access the Crime Map online.
  - b) Westmorland & Furness Council Cllr D Rathbone reported;
    - There is slow progress being made regarding the flooding on the road in Natland.
    - The new road surface was discussed & all Councillors are happy with the quick good work on the job with road markings already down.
    - W&F Councils AGM has taken place and the 25/26 plan can be seen online. The cabinet has remained mostly the same and Cllr Rathbone now has a new role as Chair of W&F Council
    - Ward Boundary Consultations ended on 12<sup>th</sup> May.
- 9/25 Officers Roles & Responsibilities** All roles were reviewed and remain the same, they will be displayed on the website and in the noticeboard.
- 10/25 Planning Application submitted/received:**
- a) Cllr Tanham had attended the Call for Sites meeting earlier in the day. There will be a new W&F Council Local Plan with a map and link to follow. The main concern for Sedgwick will be the knock on effect of new nearby developments increasing traffic through the village. There will be a consultation in the Autumn.
- 11/25 Highways/Footpaths**
- a) The Highways report was presented and updated.
  - b) The Parish Council were updated on the 20mph zone and we are now just waiting for signage.
  - c) The Clerk updated the Councillors on prospective new contractors for the grass cutting. The schedule was discussed and it was resolved that once the Clerk has obtained quotes a decision will be made by emails before the next meeting as a matter of urgency.
- 12/25 Playground /Millennium Field**
- a) Cllr G Stoker gave his monthly Safety Report and details of repairs to the gate, swing seat replacements have been made & bins have been emptied.
  - b) The new Orchard has been inspected and all trees are in leaf, any replacements that may be needed for the hedge will be done in the Autumn.
- 13/25 Fundraising & Events**
- a) Equipment Replacement – new slides were discussed, and quotes are being received.
  - b) The fundraiser on 22<sup>nd</sup> March 2025 at the Parish Hall in Kendal was a huge success and Sedgwick Parish Council received £417.00 proceeds from ticket sales and £343.00 from the raffle which will be deposited into the bank account.

- c) The Parish Council are going to set up an Easy Fundraising page which will be promoted in the noticeboards, online and in the newsletters. Residents are encouraged to use the app for the benefit of the village and funds will go towards Parish Projects.

#### **14/25 Safeguarding**

- a) Cllr Tanham had nothing to report but would like to do the safeguarding training and the Clerk will help book this.
- b) The new contractor for grass cutting will need to be informed that there should be no entry on to the Millennium Field when cutting the grass there.

#### **15/25 Policies & Procedures**

- a) The Effectiveness of Internal Audit Policy (recommended after the recent audit) was approved.

#### **16/25 VE & VJ Day 2025 – 80<sup>th</sup> Anniversary – Thursday 8<sup>th</sup> May**

- a) Everyone agreed how lovely the village looked last week for VE Day and the flags and bunting everyone put up was greatly appreciated. The Clerk had also received feedback from Border News who commented on what a wonderful effort had been made.
- b) All residents are encouraged to do the same for VJ Day on 15<sup>th</sup> August 2025.

#### **17/25 CALC Training**

- a) Safeguarding Training for Cllr Tanham will be sought and booked.

#### **18/25 Canal**

- a) A report by Cllr B Holmes was provided and can be seen in the noticeboard and on the website.
- b) Kent Estuary YFC visited on 23<sup>rd</sup> March – everyone is extremely pleased with their hard work and extremely thankful for their help and support.
- c) The information board is back near the Stoker Seat.

#### **19/25 Website/social media**

- a) Cllr B Holmes reported that the website is up to date and Facebook posts are being made.
- b) Following the recent Audit it seems that the Clerk may need a gov.uk email address before the next audit in 2026. The Clerk will enquire if this is the case. Councillors email addresses were discussed and all are encouraged to have separate email addresses for the Parish Council emails.

#### **20/25 Finance**

- a) Bank balances as of 30/04/2025 Current = £17585.83 & 31/03/2025 Reserve = £22551.64 were noted.
- b) The below payments were approved:

**Parish Clerks Salary March/April = £456.18**

**Parish Clerks Expenses March/April = £52.00**

**HMRC PAYE (Rachel Harrison) March/April = £136.98**

**Norton (Rachel Harrison) = £64.99**

**Net World Sports 1 x Goal Post (Rachel Harrison) = £60.79**

**VE Day Flag (Boyan Holmes) = £6.66**

**CALC Membership = £188.38**

**Mitchinsons Accountants Annual Payroll Fee = £228.00**

**Sedgwick Village Hall (Jan, 2 x March) = £54.00**

**Microsoft 365 Renewal = £84.99**

**The annual public liability insurance was discussed, reviewed by all and approved for payment of £579.36.**

The below receipts were approved:

**Interest (Feb/March) = £45.50**

**Donation from Sedgwick Playgroup = £235.00 to be banked by the Clerk**

**W&F Council Precept = £12573.51**

**Fundraiser Ticket Sales = £417.00**

**Fundraiser Raffle Ticket Sales = £343.00 to be banked by the Clerk**

- c) Bank reconciliations which include payments agreed on 12<sup>th</sup> March 2025 and cleared the bank account were signed.
- d) The Financial Risk Assessment which had already been sent to all Councillors was approved.
- e) Audit Report was presented by the Clerk.
- f) Agar Section 1 was signed and approved.
- g) Agar Section 2 was signed and approved.
- h) Certificate of Exemption was signed and approved and will be sent off by the Clerk.
- i) Notification of Public Rights was approved and will be displayed in the noticeboard as per the dates on the document.
- j) The Clerk informed the Parish Council that the VAT reclaim has been submitted and we are waiting the refund.

**21/25 Newsletter**

- a) Ideas for the Summer Newsletter were circulated and include easyfundraising, feedback from the Spring fundraiser, pictures from the YFC stone walling repairs, road repairs, 20mph Zone and a plea to all residents to show more support to the Parish Council as the turn out to the Annual Meeting was disappointing and we are still in need of two more Parish Councillors.

**22/25 Correspondence:** All the documents have been received and circulated to the Councillors.

**23/25 Open Action not covered elsewhere on the agenda**

- a) It was confirmed that there are still 2 vacancies for Parish Councillors. The posts have been advertised and anyone interested should contact the Clerk for more information.

**24/25 Items for consideration for a future agenda**

- a) The trees overhanging the Millennium field were assessed and dead branches are overhanging. The landowners will be contacted.

**25/25 Date of Next Meeting**

It was confirmed that the next Parish Meeting will be the APM on **Wednesday 9<sup>th</sup> July 2025 at 7.30pm**

*The meeting closed at 9.00pm*

Signed:..... (Chairperson) Date: 9<sup>th</sup> July 2025