

TEMPLE SOWERBY PARISH COUNCIL

Clerk: Naomi Callaghan, 4 Chapel Mews, Gaisgill, Penrith, CA10 3DN

Email: clerk@templesowerbyvillage.co.uk

Meeting Minutes

An Annual Parish Meeting of the Parish Council was held on **Wednesday 14th May at 7pm** in the Victory Hall, followed by the Annual Electors Meeting.

Councillors:	Kevin Overs (Chair)
	Caryl Varty (Vice-Chair)
	Lisa Robinson
Clerk:	Naomi Callaghan
Members of the Public:	10

1	Welcome and introduction Clerk opened and welcomed everyone to the meeting and asked the Councillors to nominate a Chair for 2025/26.
2	Election of Chairman for 2025/2026 CV proposed KO as Chairman; seconded by LR. Agreed.
3	Apologies for absence Cliff Atkinson and Andi Sambrook – reasons noted.
4	Appointment of a Vice-Chairman for 2025/2026 KO proposed CV as Vice-Chairman; seconded by LR. Agreed.
5	Declaration of Acceptance of Office for 2025/2026 All Councillors present signed the acceptance of office; CA and AS to sign at the next PC meeting.
6	Chairman's Report KO gave his a report on 24/25: <i>'Good evening everybody and thank you all for coming to the meeting. Over the last 12 months we have tried to hold regular meetings with all of the Councillors attending where possible. We have got a new Clerk, Naomi, who's getting a used to things in the Parish. We have dealt with many different planning matters but probably not as many as previous years. We have tried to look after the Green and trees around the village the best we can but sometimes it's been difficult to get things sorted. We have had to organise a few jobs on the Parish Houses (boiler work etc...).</i> <i>The finances are looking ok; we have tried to do our best with the precept but it's getting harder as things are going up in price. I'd like to thank the people who have looked after the bus shelter and play area.</i> <i>Finally, I'd like to thank all the Councillors and Clerk for the time and effort that they have put into the Parish Council. It's hard to please</i>

	<i>everyone at the same time but we try our best. Once again, thank you everyone for attending.'</i>
7	Financial Report NC presented financial statement of accounts for the year ending 31.03.25; signed by KO. CV drew attention to the gap between income and expenditure of £6000 and the requirement to take this into consideration for precept setting and ongoing expenditure.
8	Minutes KO not in attendance at last years APM; CV authorised the minutes from APM 2024.
9	Policy Review NC highlighted a few policies that could do with review; noted also in the internal auditors report. Cllrs agreed to look at the Standing Orders, Equal Opportunities Policy, Code of Conduct as well as review the asset register and the risk assessment. NC to disseminate the relevant documents to the Cllrs for review; to bring back to the next ordinary PC meeting.
10	Appoint Representatives KO nominated Andi Sambrook to represent the bus shelter; seconded by LR. Agreed. KO nominated himself to represent the play area; seconded by CV. Agreed.
	Meeting ended 19:10

Followed by:

Annual Electors Meeting Minutes

1	One parishioner spoke about repairs required to one of the Parish Houses; this matter is addressed in the Ordinary Meeting minutes.
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Signed by Chairman

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Date

14/7/2025