

LANGTOFT PARISH COUNCIL

Clerk to the Council – Heather Gilling, 28 Westfield Way, Langtoft, PE6 9RH

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Chairman – Cllr Brian Branch, 18 West End, Langtoft, PE6 9LS,

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16 February 2017

To all Members of Langtoft Parish Council

You are hereby summoned to attend the next meeting of Langtoft Parish Council to be held at **7pm** on **Tuesday 21 February 2017** at **Langtoft Village Hall**.

There will be a public forum starting at 7 pm and lasting for up to 30 minutes when members of the public may ask questions or make short statements to the council. Your attendance is requested during this period.

Heather Gilling
Clerk to Langtoft Parish Council

Agenda

1	Chairman's welcome and remarks	2 minutes
2	Apologies: to receive any apologies for absence and reasons given	2 minutes
3	Members' interests: To receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of disclosable pecuniary interests	2 minutes
4	Minutes: To approve the notes of the meeting on 10 January 2017	5 minutes
5	Reports from County and District Councillors and Police	15 minutes
6	Finance: to include the following matters Year to date accounts Latest transactions Temporary arrangements for RFO	15 minutes
7	Disciplinary procedure: update	
8	Update to standing orders and financial regulations: to include review of minimum sum for contracts before paid advertisements are necessary	
9	Clerk's report: to receive report on correspondence and follow up actions from previous meetings.	15 minutes
10	Planning applications: to report receipt of planning applications/decision notices since the last meeting.	15 minutes
11	Review of ongoing action points: to update list and review progress	15 minutes
12	Working groups – to consider updates from: Finance and General Purposes Events and Cemetery Amenities and Highways	10 minutes
13	Exclusion of the press and public: If there are any matters of a confidential nature, to move the appropriate resolution in order that they may be discussed.	1 minute
14	Date of next meeting: The next meeting of the parish council will be on Tuesday 4 April 2017 at Langtoft Village Hall at 7pm.	1 minute