

LANGTOFT PARISH COUNCIL

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

Tel: 01778 342421 Email: parishclerklangtoft@gmail.com

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

Tel: 07921 919937 Email: brianbranch@hotmail.co.uk



25 November 2015

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 1 December 2015 at Langtoft Village Hall.**

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

Heather Gilling
Clerk to Langtoft Parish Council

Agenda

1. **Chairman's welcome and remarks:** To include a proposal to suspend Standing Order 1.1 (photographing, recording, broadcasting or transmitting the proceedings of a meeting). 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 DPLs. 2 minutes
4. **Minutes:** To approve as a correct record the notes of the meeting held on 20 October 2015 as minutes. 3 minutes
5. **Reports from County and District Councillors and Police:** To consider any reports or matters relevant to the village by County, and District Councillors and Police. 10 minutes
6. **Co option of councillors:** To consider co-option of new councillors following the Resignations of former Cllrs Garrett, Halfhide and Jackson in October, and the unfilled vacancy caused by the resignation of former Cllr Butterfield in July. 10 minutes
7. **Finance:** to consider the following matters:
 - a) the council's current financial position, including transactions since the last meeting
 - b) amending the council's financial regulations to enable additional checks to be made regarding purchases from on-line suppliers. Deferred from the last meeting. (Copy of financial regulations attached. Proposed changes highlighted at paragraphs 10.2. and 10.6.)
 - c) the setting of the council's budget for 2016-17. 45 minutes

8. **Standing Orders:** To consider a review of Standing Orders to take account of the requirements of the Localism Act 2011, especially the Transparency Code and other matters identified by the Clerk to the Council.
(Clerk to report to the meeting.) 15 minutes
9. **Planning applications:**
a) To report receipt of planning applications/decision notices since the last meeting.
b) To report on site meeting at 47 East End, regarding temporary diversion of footpath
c) To consider a resolution giving the Clerk delegated powers to respond to planning applications. (Clerk to report to the meeting.) 15 minutes
10. **Clerk's report:**
a) To receive report on correspondence received.
b) To receive report on actions from previous meetings.
c) To receive report on training sessions attended (Report attached). 15 minutes
11. **Working groups:**
a) To consider any updates from working groups
b) To consider whether the current arrangement of working groups is appropriate or whether specific 'task and finish groups' should be established for projects. (Clerk to report to the meeting.) 15 minutes
12. **Exclusion of the press and public:**
To move the following resolution: In view of the confidential nature of the business about to be transacted, which relates to a former employee of the council, it is advisable in the public interest that the press and public be excluded, and they are requested to withdraw. 1 minute
13. **Further correspondence with external auditor:** To resolve to send a further letter to the external auditor in respect of a matter that was the subject of the extraordinary meeting on 21 August 2015.

14. Date of next meeting

The next meeting will be held on **Tuesday 12 January 2016** at **Langtoft Village Hall**, at **7pm**.