

## Langtoft Parish Council

Minutes of meeting of the Parish Council held on Tuesday 16 May 2017  
at Langtoft Village Hall

**Present:** Cllrs Brian Branch (Chairman), Andy Halfhide, Andy Hallam, Debbie Hallam, Yvonne McCulloch, Derek Risk (Vice-chairman), Mike Thompson, Lewis Trickey.

In Attendance: Derek Patience (Acting Clerk), District Councillors Kelham Cooke and Rosemary Woolley (part of the meeting) and six members of the public.

Before the business began the Chairman introduced Derek Patience, who would be acting as Clerk until a new Clerk is found.

### 140/16-17 Open Forum

The open forum began at 7.00pm

Questions asked and matters raised by members of the public included the following:

- What progress has been made on the SEA. *We are continuing to follow this up and District Councillor Cooke agreed to assist in setting up a meeting between the Council and District Officers see also 145/16-17 below.*
- The Clerk's notes on Grapevine Monies at last meeting are misleading, indicating that the matter has now been rectified, which is not so. *The minutes of the January meeting recorded that the Council had decided not to take any further action over the Grapevine adverts in 2015/16. New ordering procedure is now in place and all confirmed orders in 2016/17 have been billed and collected.*
- Speed sign has not been active recently – to whom should defects be reported. *Sign is now active again and Cllr Halfhide will monitor when downloading data*
- Grass cutting has been missed in New Road and elsewhere. *District Council to be contacted*
- What is current position re the playing field fence. *Three like-for-like quotes for repair are being pursued.*
- Private fencing at corner of Stowe Road and Aquila. *Confirmed that this is on Highways land, and Enforcement Officer at Highways is to pursue.*
- Who will clear drain at Bull Pond, overgrown with vegetation. *This is Welland & Deeping Drainage Board responsibility.*
- Deeping Tennis Club request to display notices on noticeboard. *Club is welcome to do so when space available. Events can also be advertised in Grapevine.*
- Is permission needed to place portaloos on grass verge for fun run. *Suggest contact Highways*

The Open Forum closed at 7.25 pm.

### 141/16-17 Chairman's welcome and remarks

The Chairman welcomed all those present. It was reported that Cllr Jackson remained in hospital and hoped to be discharged by the end of the week.

### 142/16-17 Apologies

Cllrs. Roy Jackson and Colin Larkman.

### 143/16-17 Members interests

There were no declarations of interest.

#### **144/16-17 Minutes**

Notes of meetings of 4 April 2017 and 27 April 2017 were approved as minutes on the proposal of Cllr. Halfhide, seconded Cllr Debbie Hallam, all in favour.

#### **145/16-17 Reports from County and District Councillors and Police**

District Councillor Woolley reported that in the recent elections Barry Dobson had been elected to the County Council as councillor for Deepings East.

District Councillor Cooke reported on the following SKDC matters:

- Leadership and cabinet changes meant that he would become deputy leader of the council
- SKDC was organising a 'big spring clean' in several areas
- Liaison officers were being assigned to support parish councils
- SKDC want best value for SEA, to look after the facility better. He will organise a round table meeting with the Parish Council to discuss, possibly to be held at the school.
- Leisure and Tourism to be promoted. Agreed that telephone service at SKDC needed improvement.

Cllr. Branch expressed the PC's thanks to retiring County Councillor Peter Robinson for his work on behalf of Langtoft PC.

Police: No report in absence of police representative. Cllr Halfhide had attended recent police meeting, at which hare-coursing and car parking had been prioritised.

#### **146/16-17 Finance**

Cllr Risk reported that the half-year precept had been received and the current balance was just in excess of £16,000. He reported that Acting Clerk Derek Patience would invoice the PC for hours worked, and would be paid at the same hourly rate as the retiring clerk. This arrangement was agreed on the proposal of Cllr. Trickey, seconded Cllr. Halfhide, all in favour.

#### **147/16-17 Internal Audit Report**

Cllr Risk had circulated copies of the report, together with his comments on each point raised. Councillors went through these individually – many had now been actioned. The main criticism that internal audit appeared not to be being carried out throughout the year, which will be addressed this year with a half-yearly audit. The report highlights that improvements had been made compared with the previous year. The report was adopted on the proposal of Cllr. Thompson, seconded Cllr. Andy Hallam, all in favour.

#### **148/16-17 Accounts and Audit Regulations**

Cllr Risk reported that Langtoft had been selected amongst 5% of councils required to submit fuller details for this year's external audit. Criticisms from last year's audit had included that there had not been effective financial management, and Electors' Rights had not been properly exercised. These will be addressed this year. Overall he was happy that the accounts were in order, although, as all paperwork had not been received from the retiring clerk, some supporting documentation had not been available.

Arrangements will be made in next few days to retrieve all council documents from retiring clerk.

#### **149/16-17 Governance Statement**

Cllr Risk had circulated the review prior to the meeting, and went through each section individually, together with his comments. There were positive responses to all sections, except those relating to electors' rights and internal audit throughout the year. Proposed explanations for these two sections were agreed. The Governance statement was approved on the proposal of Cllr Andy Hallam, seconded Cllr Thompson all in favour, and the Chairman authorised to sign it.

#### **150/16-17 Annual Return of Accounts**

The Council noted the accounting statement for the 2016/17 year previously certified by the acting RFO and resolved to approve them and authorised the Chairman to sign them, on the proposal of Cllr. Halfhide, seconded Cllr Trickey, all in favour.

#### **151/16-17 Review of ongoing action points**

A copy of the action list had been circulated, and Cllr. Trickey suggested that this should be carried forward to the next meeting, apart from the following items:

- Fence at East End Park – revised like-for-like quotes from the three contractors who had already quoted should be obtained asap, using Cllr Halfhide’s specifications.
- Highways issues highlighted in yellow on list to be pursued. Cllr Branch will contact Highways.
- Speed info. Cllr. Halfhide to set up.
- Email domain – Cllr Halfhide had investigated webmail domain. Langtoftpc.org can be obtained for fee of £13.00, with a monthly charge of £1.29 for 12 months, then £5.99 thereafter. It was agreed to proceed on the proposal of Cllr. Thompson, seconded, Cllr Trickey, all in favour.

#### **152/16-17 Review and authorisation of orders for repair and maintenance work**

None

#### **153/16-17 Planning applications**

Two applications were reported from the website:

- First floor extension over existing garage, and single storey rear extension, 37, Aquila Way, Langtoft
- Demolition of existing conservatory, construction of single storey rear extension, extension to garage and construction of new porch, 80 East End, Langtoft.

Members were invited to send any comments to the clerk in order that they may be passed on to SKDC.

(At 9.30pm standing orders were suspended in order to complete the rest of the agenda, proposed Cllr Andy Hallam, seconded Cllr Halfhide, all in favour).

#### **154/16-17 Working groups**

Finance and General Purposes: Not met

The Events and Cemeteries group reported that the Annual Parish Walk will take place on 14 June at 6.30pm.

Amenities and Highways. Bin to be retrieved from retiring Clerk.

#### **155/16-17 Exclusion of the press and public**

No matters to be raised.

#### **156/16-17 Date of next meeting**

The Annual Parish Meeting and Annual Meeting of the Parish Council will be held on Tuesday 23 May at Langtoft Village Hall at 7pm.

The next Parish Council meeting will be held on Tuesday 27 June at Langtoft Village Hall at 7pm.