

Langtoft Parish Council

Minutes of AGM and Council Meeting held on Tuesday 12th May 2015
at Langtoft Village Hall

Present: Brian Branch (Chairman), Derek Risk (Vice-Chairman), Yvonne McCulloch, Debbie Hallam, Andy Halfhide, Roy Jackson, Tom Butterfield & Colin Larkman.

In Attendance: Steina Bishop (Clerk), District Councillors Rosemary Woolley & Kelham Cooke and 2 members of the public.

The meeting was opened at 7pm with the current Chairman welcoming the Councillor Tom Butterfield to the Parish Council and also congratulated District Councillors Rosemary Woolley & Kelham Cooke on their election.

01/15 Retiring Chairman presides over election of new Council Chairman

Cllr Branch stood down as the current Chairman. As there were no new nominations Brian Branch advised that he would stand again for the forthcoming year. Proposed Cllr Butterfield, Seconded Cllr Risk with 5 votes. There were 2 no votes, however they did not abstain from voting.

02/15 New Chairman presides over election of Vice- Chairman

Cllr Risk stood down as vice-chairman. It was then proposed that Cllr Risk stand for another year, seconded by Cllr D Hallam and agreed by all present.

03/15 Adjournment for Public Forum

A complaint was raised in relation to cars parking on grass verges around the village, this is more common around the shop area and in particular a van. The owner of the vehicle is known and it was suggested that Council write to her. Cllr McCulloch to confirm house number and full name. **Action: Cllr McCulloch to ascertain above information and forward to either the Clerk or the Chairman.**

The Defibrillator was discussed and a resident queried the location as he had seen someone planning its location, the Chairman then read a letter sent on behalf of the Village Hall Committee, it was also confirmed that the Village Hall had sourced the defibrillator and not the Parish Council.

It was noted that the Village Hall Committee had raised £600 from the John Lewis campaign and £500 was donated by County Councillor Robinson, from the Big Society Fund. The actual cost of the defibrillator was in the region of £1200 plus costs for the cabinet and installation.

District Councillors Woolley and Cooke said how pleased they were to be re-elected. However, the election for Market & West Deeping was on hold due the death of a Nominee.

Open Forum closed at 7.30pm

04/15 Apologies for Absence

Apologies had been received for Cllrs Garratt, Thompson and Andy Hallam

05/15 Declarations of Interest

No declarations of interest were received.

06/15 To approve the minutes of the meeting of 31st March 2015

The minutes from the above meeting were incorrect and were to be reissued and placed on the agenda for June.

07/15 Appointments to Groups

Pocket Park – Cllrs Jackson, Risk and Garratt

Amenities & Highways – Cllrs Jackson, Halfhide, Larkman, A Hallam and Thompson

Finance & General Purpose – Cllrs Branch, Risk, A Hallam & Garratt

Cemetery & Events – Cllrs D Hallam, McCulloch, Risk & Garratt

As Cllrs Garratt, Thompson and A Hallam were absent from the meeting, the lead of each group is to ensure they are happy to remain on the groups as described above.

Action: Lead group members to ensure that Cllr Butterfield is made of aware of the dates of group meetings, in the event he would like to join one of the groups.

08/15 Appointment of representatives to Village Hall Committee, Charity and Police Panel

LVHMC – Cllr McCulloch

Hyde & Mossop – Cllr Risk

Police Panel – Cllr Jackson

Council members discussed the representative at the Primary School, it was agreed to approach the Head to discuss this requirement. **Action: Clerk to email Mr McCullough at Langtoft Primary School to ascertain if this is possible.**

09/15 Recommendations from Amenities and Events Groups in relation to work parties, events, speed cameras and an update on Pocket Park

Cllr Jackson advised that there had been no Amenities meeting since the last full council. However, he did advise that the passive speed signs had now been delivered and the reactive signs would be delivered in due course. However, there had been some confusion over the maintenance/servicing contract and it would need to be agreed by all present if these were required. The reactive signs are battery powered and automatically come with a 1 year warranty.

7.45pm Cllr Butterfield gave his apologies and left the meeting

Members agreed that the servicing contract was not required and therefore, the Clerk should order the reactive signs as agreed.

Cllr Jackson confirmed that the dog bins had now been delivered and a work party needs to be organised for their installation. **Action: Cllr Jackson to organise working party for dog bin installation .**

Cllr Jackson advised that there had been a change of personnel at Hanson and the new contact is unaware of this area. However, Adrian Winkley of Hanson had advised that they are hoping to hand the land over to the Parish Council before the end of the year.

Cllr McCulloch advised that the format for the Annual Parish Meeting will be the same as in previous years, although there had not been many responses. The Events Group to look at a new format for 2016

The Parish Walk has been arranged for the 17th June, leaving the Village Hall at 6.30pm with refreshments at the end in the Waggon & Horses. The fee for the refreshments will remain the same as in previous years at £60

Cllrs Jackson & Halfhide will attend the installation of the Zip Wire on Thursday. It was noted that there may need to be an item of equipment removed and reinstalled elsewhere due to the size of the wire. **Action: Cllrs Jackson & Halfhide to advise council members if equipment is required to be removed.**

10/15 Finance Report for financial year 2015/16 to date, to include 2014/15 audit submission for approval.

The finance was read at the meeting by those present and it was agreed that the Clerk will present at the meeting in June to ensure that the additional items required by Grant Thornton as part of a Intermediate audit is to be completed. The Clerk to ensure that the Internal Auditor signs off the audit documentation and then sent to the External Auditors by the end date of 30th June.

11/15 To review current Standing Orders and Financial Regulations

The approval of the Financial Regulations was proposed by Cllr Halfhide, seconded by Cllr Jackson and agreed by all those present.

The approval of Standing Orders was proposed by Cllr Halfhide, seconded by Cllr D Hallam and agreed by all those present, to coincide with the proposal from Cllr Halfhide that item L on P4 be deleted. Agreed by all present.

12/15 To noted Fixed Asset Register and Insurance arrangements

The fixed asset register was agreed, along with the current insurance arrangements. However, the new items, once delivered and installed are to be included on both documents. **Action: Clerk to ensure the Fixed Asset Register is updated and the Insurance Company made aware of the additional items.**

13/15 Clerks Report to include all correspondence relating to Parish matters and website report

The correspondence recently sent to the Planning Dept. regarding New Road is to be forwarded to Cllr Woolley to ensure the Council are responded to.

14/15 Community Grant Asset Mapping

Members agreed that the documentation is to be completed and emailed to council members for approval prior to sending. **Action: Clerk to complete documentation and email councillors.**

15/15 Village Welcome Signs

It was agreed that there are no "Welcome to Langtoft" signs at either end of the village at the moment and the suggestion to speak with Highways to ascertain the likelihood of installation or as to whether the Parish Council should pursue this independently. **Action: Clerk to email Highways to ascertain the possibility of new village signs.**

16/15 Community Speed Signs

It was noted that this item had already been discussed under the Events Recommendations.

17/15 Planning Applications

Applications and decision notices were noted and agreed.

Meeting closed at 9.05pm

Cllr Halfhide advised that the resignation of the Parish Clerk should be noted and actioned. It was agreed that posters would be on the notice boards, in the village shop and on the website.

Cllrs Branch, Risk & Halfhide would be available to carry out the interviews. (Note: Since meeting it had been agreed that Cllrs Branch, Risk and Debbie Hallam would form the interviewing panel)