

Langworth Group Parish Council

Serving the grouped parishes of Barlings, Newball, Stainton by Langworth and Reasby

E-mail: langworthgroupparishcouncil@gmail.com



Minutes of the ANNUAL MEETING held on Tuesday 1st June 2021 at Langworth Memorial Hall

Present: Cllrs M Herbert (Chairman), A Curtis, A Hyatt, J Machin, K Tyrrell, S Taylor, D/Cllr A Welburn, and Mrs M Vail (Clerk)

Meeting started at 7.33pm.

All were welcomed.

1. **Public Forum:** No members of the public were present.
2. **To elect a chairman and sign the Declaration of Acceptance of Office form:**
RESOLVED to appoint Cllr M Herbert as Chairman.
Proposed: Cllr Hyatt, seconded: Cllr Machin. All in favour
The Declaration of Acceptance of Office form was then signed.
3. **To elect a vice chairman:** Due to lack of nominees, no appointment was made.
4. **Apologies:** Apologies were received from Cllr Bowser and Cllr Waite.
5. **Declarations of Interest:** No declarations were made.
6. **Minutes of previous meetings:**
 - a) **To approve the minutes of the ordinary remote meeting held on 4 May 2021:**
RESOLVED to approve the minutes of the remote meeting held on 4 May 2021 as a true record of the meeting; and these were duly signed.
Proposed: Cllr Hyatt, seconded: Cllr Taylor. All in favour.
7. **Highways: Working group report on progress re vehicle activated signs:**
Lincolnshire Road Safety Partnership (LRSP) advise solar powered VAS signs to be moved between locations around the village. Cost is likely to be in the range £1700 - £2200 per unit. The LRSP will arrange permissions with LCC for the erection of the mounting posts; and planning permission is not required. Noted that, should the road speed limit ever be reduced, the VAS units can be changed accordingly.
Consideration was then given to locations and how many VAS signs to purchase.
RESOLVED to purchase four solar powered VAS signs subject to a discounted price being offered for bulk purchase; but that if there is no financial gain in bulk purchasing, to purchase an initial two VAS signs for the main road; with two more signs to follow at a future date.
Action: clerk to check with insurers; and to forward additional quotes to Cllr Curtis.
Proposed: Cllr Hyatt, seconded: Cllr Machin. All in favour
8. **Correspondence**
 - a) **Lincolnshire County Council consultation regarding Barlings Lane traffic restrictions:**
This is about putting in double yellow lines on Barlings Lane from its junction with the main road to halfway down towards the next road on the left-hand side. LGPC had wanted the double yellow lines to extend further back and had objected to LCC regarding their decision not to liaise with the parish council on this matter.
9. **Planning**
 - a) **Application 142917 – Change of use, Stable to two holiday lets - Field Holt Farm Stainton by Langworth:**
Following consideration:

Chairman _____

Date: _____

RESOLVED, with 3 against and 2 abstentions, to submit comments to include the following concerns and request:

- being agricultural land; not considered an appropriate location for holiday lets.
- that a change of use to residential dwelling may be sought further down the line and, if this becomes the case, real concern in respect of the indirect way that this will have been achieved.
- request the addition of conditions to any planning permissions that the holiday lets cannot be converted to residential dwelling(s) in the future.

Action: clerk

10. Clerks Report

a) To receive the financial report: as previously circulated:

A financial report was given (attached below).

b) Approval of payments: as previously circulated:

RESOLVED to approve payments as listed in the financial report (attached below). **Action: clerk**
Proposed Cllr Machin; seconded: Cllr Hyatt. All in favour.

c) To approve Sage subscription at £7.00 + VAT for monthly payroll software

RESOLVED to approve monthly expenditure for Sage payroll software. **Action: clerk**
Proposed Cllr Machin; seconded: Cllr Hyatt. All in favour.

d) To resolve on addition of signatories to the bank account

RESOLVED to remove Cllr Sheila Burnett from the bank mandate; and add Cllr Herbert, Cllr Bowser and Cllr Curtis as signatories to the bank account; and to complete and sign the Board of Resolution Form as provided by the bank to allow these changes on the account. **Action: clerk**
Proposed: Cllr Hyatt, seconded: Cllr Machin. All in favour.

11. Annual Governance and Accountability Return 2020/21

a) Resolve to sign of Certificate of Exemption from External Audit:

RESOLVED that the Certificate of Exemption from the External Audit should be signed by the Chairman ahead of being forwarded to the External Auditing Authority. This exemption is because neither income, nor expenditure exceeded £25,000.

Proposed: Cllr Curtis, seconded: Cllr Machin. All in favour.

b) To receive the Internal Audit Report 2020/2021:

The report was received; and it was noted that all internal control objectives had been met; and that an income and expenditure report had been provided.

c) To resolve to approve Section 1- Annual Governance Statement 2020/2021:

The Annual Governance Statement 2020/21 had been circulated; and was duly confirmed.

RESOLVED that this be approved and signed.

Proposed: Cllr Herbert, seconded: Cllr Machin. All in favour.

d) To resolve to approve Section 2 - Accounting Statements 2020/2021:

The Accounting Statement for 2020/21 had been circulated.

RESOLVED that this be approved.

Proposed: Cllr Herbert, seconded: Cllr Tyrrell

Action: clerk to complete all audit requirements.

Confirmed that Cllr Hyatt had completed checks of the outgoing clerk's records.

12. Comments from County Councillor, District Councillors and Chairman:

C/Cllr Fleetwood – no report had been received.

D/Cllr Welburn – a report had been circulated.

Cllr Herbert (Chairman) – Cllr S Burnett has resigned, having served for many years as a parish councillor and having been very active in the parish. **Action: clerk** to advise WLDC.

Standing orders were then suspended at 8.25pm to briefly discuss marking the outgoing clerk's service to LGPC. Standing orders resumed at 8.26pm.

13. Date of the next meeting: Tuesday 6th July 2021:

ANNUAL PARISH MEETING at 7.30pm, followed by ORDINARY MEETING at Langworth Memorial Hall. *Meeting ended at 8.27pm.*

Michelle Vail – Clerk/RFO to the Council

Dated: 8 June 2021

Langworth Group Parish Council

Chairman _____

Date: _____

Current Account Accounts Paid

Date	Description	Money In	Money Out	Bank Balance
01/05/2021	Opening balance			602.01
07/05/2021	Transfer in from deposit account	2,000.00		2,602.01
07/05/2021	Lonsdale Print		111.00	2,491.01
07/05/2021	Clerk expenses - S Hall		27.90	2,463.11
07/05/2021	Welton Parish Council		20.00	2,443.11
07/05/2021	Glendale grass cutting		652.98	1,790.13
19/05/2021	Clerk Salary - S Hall		599.56	1,190.57
19/05/2021	LL editor		171.84	1,018.73
24/05/2021	HMRC VAT reclaim	1,413.24		2,431.97
25/05/2021	HMRC - paye M Vail		119.80	2,312.17
25/05/2021	Clerk salary -M Vail		479.76	1,832.41
	Totals	£3,413.24	£2,182.84	£1,832.41

Deposit Account

Date	Description	Money In	Money Out	Bank Balance
01/05/2021	Opening Balance			55,445.60
07/05/2021	Transfer to current account		2000.00	53,445.60
10/05/2021	Interest	0.47		53,446.07
	Totals	£0.47	£2,000.00	53,446.07

Accounts for Payment in June

a) Office Utilities Internet May - M Vail	22.50
b) Mileage 12 miles @45p/mile post notices - M Vail	5.40
c) Parish Clerk ink/post/office expenses May - S Hall	63.64
d) Langworth Local Editor June Inv 028	171.84
e) Parish Clerk Salary and PAYE - M Vail	599.56
f) Lonsdale Print Inv 247584	123.00
g) Welton PC play area inspection Inv Misc 21/026	20.00
h) Chris Rooke Internal Auditor	156.00
j) Glendale Grass cutting	652.98
Total	1,814.92

Ear Marked Reserves

Elections reserve	£4,000.00
S137 Local Gov Act expenditure	£2,000.00
VAS sign installation	£4,000.00
Grant expenditure	£1,900.00
Total	£11,900.00

Chairman _____

Date: _____