

Langworth Group Parish Council

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

E:mail: langworthgroupparishcouncil@gmail.com



NOTICE OF ANNUAL MEETING – Tuesday 6 May 2025

Dear Councillors

You are summoned to a Meeting of Langworth Group Parish Council to be held at Langworth Memorial Hall at 7.30pm on Tuesday 6 May 2025 at which the business listed in the agenda below will be transacted. The time between 7.30pm and 7.45 pm may be given over to a public session if required, but if no members of the public wish to speak, the meeting will start at 7.30pm.

AGENDA

1. To elect a chairman and sign the Declaration of Acceptance of Office form
2. To elect a vice chairman
3. **Open session:** suspension of Standing orders for up to 15 mins for members of the public to speak on agenda items, or to suggest items for consideration on a future agenda
4. **Apologies:** To receive and accept apologies for absence.
5. **Councillors to confirm that their published Register of Interest Forms are up-to-date**
(Councillors are requested to visit the Parish Council website and review their published forms)
6. **Declarations of Interest:** To receive declarations of interest on any item on the agenda.
7. To approve the minutes of the meeting held on 1 April 2025
8. Comments from County Councillor, District Councillors and Chairman
9. To review and approve appointments as follows:
 - i. Bank signatories: Clerk, Cllr M Herbert, Cllr A Curtis
 - ii. Online banking - Clerk
 - iii. Member to review financial record keeping; including to verify and sign, at least quarterly, bank reconciliations/bank statements - Cllr A Hyatt
10. Approve insurance quote at £497.59 (renews 27/05/25, year 3 of a 3-year LTA)
11. Resolve to approve the Clerk continues to pay the following listed regular and expected payments, (as allowed by Financial Regs) which have been included in the annual budget:
 - i) up to the budgeted amount; and reported paid at the next possible Council meeting
 - ii) if exceeding the budgeted amount, to seek approval at the next possible meeting prior to making a payment
 - Sage, payroll package
 - Clerk, salary, PAYE, pension,
 - Clerk mileage, office, print and paper, and homeworking expenses
 - Grant to Langworth Local for production/Facebook
 - Grass cutting
 - ROSPA Annual play inspection
 - EKM Ltd quarterly play inspections
 - WLDC – annual defib scheme fees x 1 defib
 - Memorial Hall hire for meetings
 - Lease of play area
 - Auditor fees both internal and external
 - Poppy wreath
 - McAfee computer protection
 - Microsoft Office Annual Package

- LALC Annual Training Scheme
- LALC Annual Membership Fee
- ICO Annual fee

12. Annual Governance and Accountability Return 2024/25

- a) To receive the Internal Audit Report 2024/2025
- b) To resolve to approve Section 1- Annual Governance Statement 2024/2025
- c) To resolve to approve Section 2 - Accounting Statements 2024/2025

13. Clerks Report

- a) To receive the financial report for April 2025: as previously circulated
- b) To approve the updated Standing Orders
- c) To approve the updated Financial Regulations

14. Correspondence

- i. Resident email regarding dog foul in Barlings Nature Reserve

15. Date of the next meeting: Tuesday 3rd June, 2025, 7.30pm, Memorial Hall

CLlr Michael Herbert – Chairman to the Council

Dated: 1 May 2025