

Langworth Group Parish Council

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

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Minutes of the Meeting of Langworth Group Parish Council held at Langworth Memorial Hall at 7.30pm on Tuesday 6th May 2025

Present: Cllrs M Herbert (Chairman), A Curtis, H Stilgoe-McCombe, A Hyatt, P.Bowser, J.Jarvis, K. Tyrrell, S.Taylor. Mr A.Everard (Locum Clerk).

Not present: Cllr R.Waite.

There were no members of the public present.

Meeting began at 7.30pm

Also in attendance: District Cllr M.Palmer.

- 1. To elect a chairman and sign the Declaration of Acceptance of Office form**
 - Proposed, seconded and unanimously RESOLVED to elect Cllr M. Herbert who signed the Declaration of Acceptance of Office.
- 2. To elect a vice chairman**
 - No-one was proposed.
- 3. Open session:**
 - There being no members of public present this item was not opened.
- 4. Apologies:**
 - Apologies were received from Cllr R.Waite.
- 5. Reminder to check Register of Interests is up to date.**
 - The Chair reminded all Councillors to check their register entries are up to date.
- 6. Declarations of Interest:**
 - None declared.
- 7. Approval of Minutes: 4th March 2025 and 1st April 2025**
 - RESOLVED to adopt both sets of minutes.
- 8. Comments from County Councillor, District Council and Chairman:**
 - D/Cllr Palmer said that due to elections there had been no meetings to report.

Chairman

- The Chair reported that consideration of the Draft Volunteer Policy should be deferred to the next meeting.
 - The Chair raised concerns about Barlings Lane Junction – uncut hedges, property falling into dereliction, high numbers of vehicles, limited visibility and high risk of road traffic accidents and hoped to raise issues with Lincolnshire County Council.
 - The Chair asked if anyone would be willing to take on maintaining the Council's Facebook Page. It was RESOLVED that Cllrs H Stilgoe-McCombe and A.Hyatt would become the Facebook Page moderators.
- 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

- It was proposed, seconded and unanimously RESOLVED to approve the appointments.

10. Approve insurance quote at £497.59 (renews 27/05/25, year 3 of a 3-year LTA)

- Proposed by Cllr Herbert, seconded by Cllr K.Tyrell and unanimously RESOLVED.

11. 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
- Proposed Cllr H Stilgoe-McCombe, seconded Cllr K.Tyrell and unanimously RESOLVED to approve.

12. Annual Governance and Accountability Return 2024/25

- a) To receive the Internal Audit Report 2024/2025
 - Proposed Cllr P.Bowser, seconded Cllr K.Tyrell to receive the report and unanimously RESOLVED.
- b) To resolve to approve Section 1- Annual Governance Statement 2024/2025
 - Proposed, Cllr A.Curtis, seconded Cllr H Stilgoe-McCombe and unanimously RESOLVED and the Chair signed the Statement.
- c) To resolve to approve Section 2 - Accounting Statements 2024/2025
 - Proposed Cllr S. Taylor seconded Cllr P.Bowser and unanimously RESOLVED and the Chair signed the Statement
- c) CIL Statement 2024-25 was put forward for consideration.
 - Proposed by Cllr M.Herbert, seconded Cllr S. Taylor and unanimously RESOLVED.

13. Clerks Report

- a) **To receive the financial report for April 2025: as previously circulated**

- Proposed Cllr K.Tyrell, seconded Cllr S.Taylor and unanimously RESOLVED to accept.
- b) To approve the updated Standing Orders**
 - Proposed Cllr K.Tyrell, seconded Cllr H Stilgoe-McCombe and unanimously RESOLVED to adopt.
- c) To approve the updated Financial Regulations**
 - Proposed Cllr K.Tyrell, seconded Cllr A.Curtis and unanimously RESOLVED to adopt.

14. Correspondence

- i. Resident email regarding dog foul in Barlings Nature Reserve.
The Chair advised that this matter had been referred to WLDC. Recent flytipping had also been reported on FixMystreet.

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

Meeting closed at 8.29pm.

Signed: Date: Chairman

LANGWORTH GPC - BANK RECONCILIATION 1st April - 30th April 2025					
CURRENT ACCOUNT, ACCOUNTS PAID					
Date	Description	Money In	Money Out	Bank Balance	VAT
	OPENING BALANCE			2180.97	
01/04/2025	WLDC Precept	33726.00		35906.97	
14/04/2025	LALC, Locum Clerk		152.28	35754.69	25.38
14/04/2025	EKM LTD, play inspection		60.00	35694.69	10.00
14/04/2025	Glendale, 1153		819.09	34875.60	136.52
14/04/2025	Mrs M Vail, homeworking allowance		22.50	34853.10	
14/04/2025	Transfer to Deposit Account		25000.00	9853.10	
15/04/2025	WLDC CIL (PLANNING APP. 144897)	57.00		9910.10	
17/04/2025	HMRC PAYE		76.21	9833.89	
17/04/2025	LCC Pension		296.95	9536.94	
17/04/2025	Mrs M Vail, salary		874.20	8662.74	
17/04/2025	Sage, payroll		12.00	8650.74	2.00
29/04/2025	Service charge on bank account		4.25	8646.49	
	TOTALS	33783.00	27317.48	8646.49	
	CLOSING BALANCE			8646.49	173.90
DEPOSIT ACCOUNT					
Date	Description	Money In	Money Out	Bank Balance	
	OPENING BALANCE			49690.56	
09/04/2025	Interest	40.84		49652.47	
14/04/2025	Transfer in from current account	25000.00		74652.47	
	TOTALS	25040.84	0.00		
	CLOSING BALANCE			74731.40	
Non-regular Accounts for Payment in May			NIL		
		TOTAL		0.00	
Ear Marked Reserves					
Elections reserve		£4,000.00			
CIL monies		£2,712.40			
New play equipment		£8,557.27			
Total		£15,269.67			