



# LANGWORTH GROUP PARISH COUNCIL

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

## **Notes of the Langworth Group Parish Council Meeting held on Tuesday 4<sup>th</sup> of July 2017 in the Memorial Hall, Langworth**

**PRESENT:** Chairlady Y Green, Vice-Chairman M Herbert, Councillors' Mr C Buttress, Miss A Gould, Mrs C King, Mrs S Burnett, Mrs H Walker, Mr J Machin, County Councillor Mr I Fleetwood, District Councillors' Mrs Anne Welburn, Mr Chris Darcel, Mrs Maureen Palmer & Parish Clerk, Mrs M Soroka.

### **43 17/18 PUBLIC FORUM**

No members of the public in attendance

### **44 17/18 APOLOGIES**

Cllr Bowser – Absence explained and accepted by the PC.

### **45 17/18 DECLARATIONS OF INTEREST**

No declarations of interest.

### **46 17/18 MINUTES**

Minutes of the meeting of the Parish Council held on 6<sup>th</sup> of June, agreed by PC, proposed by Cllr Buttress seconded by Cllr Gould. Minutes of the extraordinary meeting held on 20<sup>th</sup> June, missing apologies from Vice-Chairman – to be modified for signing at September's meeting.

### **47 17/18 PLANNING**

Planning Application: **134930** - Outline planning application to erect 1no. dwelling-all matters reserved. Land At Stainton Lane Stainton By Langworth **Resolved:** The PC has no further comments to make.

### **48 17/18 POLICE MATTERS - REPORT OF LOCAL INCIDENTS**

PCSO Jackie Parker not in attendance & stats not received.

### **49 17/18 COUNTY COUNCILLOR'S REPORT**

C/Cllr Fleetwood advised the Parish Council that he had met with the new Highways manager & asked for the PC to copy him into emails where items had not been delivered.

C/Cllr Fleetwood went on to state that he would also be meeting with the Environment agency shortly, therefore, any problems should be reported to him to enable him to raise with the Environment agency.

### **50 17/18 DISTRICT COUNCILLOR'S REPORT**

Report by D/Cllrs' Welburn & Palmer (Appendix 1) had been sent to Cllrs prior to the meeting, Cllr Gould asked for clarification on 1 item. **Resolved:** No further action.

D/Cllr Darcel advised that the chief executive had resigned.

## **51 17/18 REPORTS & CORRESPONDANCE**

a) **Parish Plan responses:** Responses read out by Chairlady. **Resolved:** Clerk to write to road safety partnership regarding their email.

### **b) Parish Plan Item 111**

186 responders rated the current provision of playground and recreational facilities for a variety of age groups. The breakdown shows that:

- A significant number of responders are of no opinion
- Facilities for the over 12 years have a significant number of responders who have rated them as very poor/poor

The PC discussed various ideas for the over 12's **Action:** Agenda - bench for the Memorial Hall playing field.

### **Items 116-117**

Of 114 responses the majority of responders are reasonably satisfied with transport information provided.

Responders were asked where they look for public transport information. Of the 128 responses "at the bus stop" was the most popular place. **Resolved:** Clerk to place an item in the Langworth Local advising parishioners where to find public transport information.

c) **Community Resilience:** Cllr King reported on the Emergency Plan to date & requested possible dates for the next phase of training.

d) **Langworth Local:** The PC discussed in depth the future of the Langworth Local & how to reduce printing costs which are growing with its popularity. **Action:** Clerk to reduce size, write to non- business advertisers to advise of incurring costs & agenda for September meeting.

e) **Facebook Page:** Cllr Walker updated the PC on progress made **Action:** Further work required, agenda Sept.

## **52 17/18 NOTICEBOARDS**

a) Quotations read by chairlady. Resolved: Quotation proposed by Cllr Buttress, seconded by Cllr Gould, vote by a show of hands – all in favour.

## **53 17/18 BENCHES**

a) Quotations read by chairlady. Resolved: (pending clarification from company) Quotation proposed by Cllr Burnett, seconded by Cllr Machin, vote by a show of hands – all in favour

## **54 17/18 ANNUAL ADOPTION OF POLICIES & STANDING ORDERS**

a) Policies sent to Cllrs' to review prior to meeting:

- Policy & Procedure for Communications (Protocols)
- Complaints Procedure
- Disciplinary Policy & procedure

- Financial Regulations
- Fly Posting Policy
- Policy & Procedure for Dealing with Grievances
- Lone Worker Policy & Procedure
- Media Policy
- Members Code of Conduct Policy
- Procedure for Dealing with Grants & Loans
- Standing Orders
- Operational Risk Assessment
- Register of assets

**Resolved:** To accept & adopt all policies & procedures listed without alteration. Proposed by Cllr Burnett, seconded by Cllr King, vote by a show of hands – all in favour

b) **Payments of expenses policy:** Cllr King advised the PC that modifications were not necessary as policy covers requirements.

**Resolved:** PC agreed for existing policy to be adopted as is, Proposed by Cllr Machin, seconded by Cllr Burnett, vote by a show of hands – all in favour.

#### **55 17/18 CLERK'S HOURS OF WORK**

PC discussed acceptable times of contact. **Resolved:** Cllrs to email where possible, Phone calls between 9am & 3pm Mon-Fri. Clerk will return voicemails & answer emails at earliest convenience during her working hours.

#### **56 17/18 LYCH GATE**

Chairlady updated PC on the state of disrepair. **Resolved:** Clerk to write to Revd Green to insist that work be carried out. Proposed by Cllr Gould, seconded by Cllr Buttress.

#### **57 17/18 HIGHWAYS**

Chairlady read letter from Highways & advised that photographs had been taken. **Resolved:** Clerk & Chairlady to write letter & send photographs to Steven Wiles of Highways. Proposed by Cllr Burnett, seconded by Cllr Gould.

#### **58 17/18 FINANCE**

a) LALC Courses Requiring Approval:

- Clerk's Networking day – 6th July 2017

Course agreed, proposed by Cllr Gould &, seconded by Cllr Buttress

b) Accounts for Payment

- Play inspector checks - 30/05/17 & 20/06/2017 - £40.00
- Training Course - 06/06/2017 - £8.00
- Langworth Local – summer edition - £99.00
- Re-imburement - bedding plants - £4.80

- Incidental Expenses - (Re-imburement for stamps purchased 05/06/2017) £15.60
- Re-imburement - compost purchased - £9.99
- Grass Cutting x2 – 719.12
- Expenses June - £52.65
- Salaries & pension contributions for July & Aug (*post-dated*) - £1,638.12

Proposed by Cllr Machin, seconded by Cllr Burnett

c) Parish Council Bank Account: **Resolved:** Club/Society account with no fees from Lloyds bank, agreed by the PC. Proposed by Cllr Machin, seconded by Cllr Burnett, vote by a show of hands – all in favour.

## 59 17/18 ACTION LOG REVIEW

Action log reviewed and updated.

## 60 17/18 COMMENTS FROM CHAIRMAN

Chairlady advised PC that a planning application had been received after the agenda had been posted, an extraordinary meeting would be called to discuss the application

**Date of next Parish Council meeting Tuesday 5<sup>th</sup> of September 2017 at 7.30pm**

## Appendix 1

### Report for Parish Councils July 2017

#### Cllrs M Palmer and A Welburn

The council's **Statement of Accounts** is now available for inspection by members of the public. The Statement of Accounts can be viewed online or alternatively they can be viewed at the Guildhall, Gainsborough from 3 July 2017 to 11 August 2017 between 10am and 4pm, by appointment only.

#### State of the district

Each year a State of the District report is produced which looks at the current position of the District and the characteristics of the people who live and work here.

This is vital to be able to understand what issues need to be addressed to be able to achieve our vision for the District and to see the effects of the work that we have been doing over the last year. This has some interesting information for your Parish Council and can be viewed via <https://www.west-lindsey.gov.uk/resources/assets/attachment/full/0/20853.pdf>

#### Central Lincolnshire Local Plan

Your Councillors have a hard copy if anyone would like to view these and new recommendation **re CIL & S106** will be reported to the relevant committees over the next few months ready for adoption towards the end of the year.