



Langwith Parish Council

Whaley Thorns & Langwith Village Hall, Portland Road, Langwith, Mansfield, NG20 9EZ
Telephone: 01623 746498, www.langwithparishcouncil.gov.uk

12th May 2022

FAO: Elected Members

RE: Annual Meeting of Langwith Parish Council

You are hereby summoned to attend the Annual Meeting of the Council, to be held on **Tuesday 17th May 2022 at 6:30pm** (Or immediately following the Annual Parish Meeting which is being held at 6pm) at **The Whaley Thorns & Langwith Village Hall, Portland Road, Langwith, Nottinghamshire, NG20 9EZ**, for the purpose of transacting the following business.

Yours Faithfully

Mrs. Jennifer Jeffery
Parish Clerk & RFO

AGENDA

- 2022/048** TO ELECT THE PARISH COUNCIL CHAIRMAN FOR THE ENSUING YEAR.
- 2022/049** TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.
- 2022/050** TO ELECT THE PARISH COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.
- 2022/051** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2022/052** TO RECEIVE DECLARATIONS OF INTEREST.
- 2022/053** TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR.
- 2022/054** TO REVIEW AND APPROVE STANDING ORDERS.
- 2022/055** TO REVIEW AND APPROVE CODE OF CONDUCT.
- 2022/056** TO REVIEW AND APPROVE FINANCIAL REGULATIONS.
- 2022/057** TO REVIEW AND APPROVE PRESS & MEDIA POLICY.
- 2022/058** TO REVIEW AND APPROVE INSURANCE SCHEDULE – PAGES 1-14.
- 2022/059** TO REVIEW AND APPROVE ASSET REGISTER – PAGE 15.
- 2022/060** TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS.

- 2022/061** TO RECEIVE INFORMATION FROM THE CLERK.
- a.** TO REVIEW AND APPROVE INTERNAL AUDITOR REPORT – PAGE 17.
 - b.** TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 PART 3 - SECTION 1 ANNUAL GOVERNANCE STATEMENT – PAGE 22.
 - c.** TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 PART 3 - SECTION 2 ACCOUNTING STATEMENTS 2020/21 – PAGE 23.

2022/062 TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.
EXISTING AS FOLLOWS; - Mrs Joanne Taylor

2022/063 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.
PREVIOUS AS FOLLOWS; - BDC Parish Council Liaison – Cllrs H Hornsby and S Peake

2022/064 TO AUTHORISE BANK SIGNATORIES
EXISTING AS FOLLOWS; - NatWest – Cllrs. S Berry, C Kane and S Peake

ORDINARY ITEMS OF BUSINESS

2022/065 TO APPROVE THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HAVING BEEN HELD ON 12TH APRIL 2022 – PAGES 25-27.

2022/066 TO REVIEW AND APPROVE FINANCIAL INFORMATION.

- a.** TO REVIEW AND AUTHORISE CASH BOOK FOR PERIOD – PAGES 29-30.
- b.** TO REVIEW AND AUTHORISE BANK RECONCILIATION FOR PERIOD – PAGE 31.

2022/067 TO CONSIDER RESPONSES AS NECESSARY TO LISTED CORRESPONDENCE.

- a.** HEDGEHOGS R US HIGHWAY PROJECT – PAGE 33.
- b.** ELYSIUM HEALTHCARE – REQUEST FOR PRIZE DONATION – PAGE 34.
- c.** BOLSOVER DC – ADVERTISING OPPORTUNITY – PAGE 35.

2022/068 TO RECEIVE CHAIRMAN’S COMMUNICATIONS.

- a.** UPDATES FROM PREVIOUS MEETING.

2022/069 TO RECEIVE INFORMATION FROM THE PARISH CLERK.

- a.** TO REVIEW AND APPROVE REPAIR COSTS AS FOLLOWS
 - i.** COCKELL ELECTRICAL – REPAIR TO SURE START LIGHTS – PAGE 36.
 - ii.** SHELTER MAINTENANCE – REPAIR TO BUS SHELTER – PAGE 37.

2022/070 CONFIDENTIAL ITEM/S - **Exclusion of the Press & Public.**

To resolve that in view of the confidential nature of the items to be discussed, a formal resolution be passed to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government (Access to Information) Act, Part 1, paragraphs 11.

2022/071 CONTRACTUAL/BUSINESS MATTERS.

a. COMMUNITY CENTRE HIRE – CONFIDENTIAL CORRESPONDENCE ATTACHED – PAGE 38.

2022/072 TO APPROVE THE DATE OF THE NEXT ANNUAL MEETING OF THE PARISH COUNCIL.

THE NEXT ANNUAL MEETING WILL BE SET AT 16TH MAY 2023 IF THE MEETING SCHEDULE IS APPROVED.