



Langwith Parish Council

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

9th May 2023

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 16th May 2023 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

- 2023/032** TO ELECT THE PARISH COUNCIL CHAIRMAN FOR THE ENSUING YEAR.
- 2023/033** TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.
- 2023/034** TO ELECT THE PARISH COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.
- 2023/035** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2023/036** TO RECEIVE DECLARATIONS OF INTEREST.
- 2023/037** TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR – C/HANDBOOK – PAGE/S 19-21.
- 2023/038** TO REVIEW AND APPROVE STANDING ORDERS – COUNCILLOR HANDBOOK – PAGE/S 23-40.
- 2023/039** TO REVIEW AND APPROVE CODE OF CONDUCT – COUNCILLOR HANDBOOK – PAGE/S 41-60.
- 2023/040** TO REVIEW AND APPROVE FINANCIAL REGULATIONS – COUNCILLOR HANDBOOK – PAGE/S 61-68.
- 2023/041** TO REVIEW AND APPROVE PRESS & MEDIA POLICY – COUNCILLOR HANDBOOK – PAGE/S 69-74.
- 2023/042** TO REVIEW AND APPROVE INSURANCE SCHEDULE – MEETING PACK – PAGE/S 1-22.
- 2023/043** TO REVIEW AND APPROVE ASSET REGISTER – MEETING PACK – PAGE/S 23.
- 2023/044** TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS – COUNCILLOR HANDBOOK – PAGE/S 75-81.

- 2023/045** TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.
EXISTING AS FOLLOWS; - Mrs Joanne Taylor
- 2023/046** TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.
PREVIOUS AS FOLLOWS; - BDC Parish Council Liaison – Cllrs H Hornsby and S Peake
- 2023/047** TO AUTHORISE BANK SIGNATORIES
EXISTING AS FOLLOWS; - NatWest – Cllrs. S Berry, C Kane and S Peake

ORDINARY ITEMS OF BUSINESS

- 2023/048** TO APPROVE THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HAVING BEEN HELD ON 14TH MARCH 2023 – MEETING PACK – PAGE/S 24-30.
- 2023/049** TO REVIEW AND APPROVE FINANCIAL INFORMATION.
- a. TO AUTHORISE CASH BOOK ENTRIES SINCE PREVIOUS MEETING AND ADDRESS ANY QUERIES PRIOR TO AUTHORISING – MEETING PACK – PAGE/S 31-33.
 - b. TO REVIEW AND AUTHORISE BANK RECONCILIATION/S FOR CASH BOOK PERIOD – MEETING PACK – PAGE/S 34-36.
 - c. TO CONSIDER AND DECIDE APPLICATIONS FOR FINANCIAL ASSISTANCE.
 - i. RHUBARB FARM – LANGWITH SHOW – MEETING PACK – PAGE/S 37-38.
- 2023/050** TO CONSIDER RESPONSES AS NECESSARY TO LISTED CORRESPONDENCE.
- a. RHUBARB FARM – PERMISSIONS FOR LANGWITH SHOW – MEETING PACK – PAGE/S 39.
 - b. L PARSONS – REQUEST TO SITE SHEDS/GREENHOUSES ON ALLOTMENT PLOT – MEETING PACK – PAGE/S 40-41.
 - c. C SIMPKIN – REQUEST TO SITE POLYTUNNEL/SHED ON ALLOTMENT PLOT – MEETING PACK – PAGE/S 42.
 - d. T EVERETT – REQUEST TO SITE GREENHOUSE AND POND ON ALLOTMENT SITE – MEETING PACK – PAGE/S 43.
- 2023/051** TO CONSIDER PLANNING APPLICATIONS AND REVIEW PLANNING DECISIONS – MEETING PACK – PAGE/S 44-46.
- 2023/052** TO RECEIVE INFORMATION FROM THE CLERK.
- 2023/053** TO RECEIVE CHAIRMAN’S COMMUNICATIONS.
- 2023/054** **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.
- 2023/055** CONTRACTUAL/BUSINESS MATTERS.
- 2023/056** PERSONNEL MATTERS.
- 2023/057** TO APPROVE THE DATE OF THE NEXT ANNUAL MEETING OF THE PARISH COUNCIL.
THE NEXT ANNUAL MEETING WILL BE SET AT 14TH MAY 2024 IF THE MEETING SCHEDULE IS APPROVED.