



Langwith Parish Council

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

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT 6.30PM
ON 16TH MAY 2023
AT WHALEY THORNS & LANGWITH VILLAGE HALL.**

Present: Cllrs S. Berry, S. Broadley, P. Brown, A. Cartwright, K. Chappell, C. Dale, B. Elliott, L. Fritchley, S. Fritchley, Y. Mather, S. Peake and J. Smith.

Mrs Jennifer Jeffery – Parish Clerk and RFO
Mrs Deborah Watson – Centre Co-ordinator

In attendance: No members of the public present.

2023/032 To elect the Parish Council Chair for the ensuing year.

Resolved: that Councillor Sandra Peake be elected as Chair for the ensuing year.

2023/033 To receive the signed Declaration of Office from the newly elected Chair

Cllr Sandra Peake signed the declaration of acceptance of office.

2023/034 To elect the Parish Council Vice Chair for the ensuing year.

Resolved: that Cllr Brett Elliott be elected as Vice Chair for the ensuing year.

2023/035 To receive apologies and reasons for absence.

All members were present.

2023/036 To receive any Declarations of Interest.

No interests were declared at this point.

2023/037 To review and approve the Schedule of Meetings for the ensuing year.

The schedule of meetings as presented in the Councillor Handbook was approved and agreed, and it was noted that ordinary meetings would commence at 7pm.

2023/038 To review and approve the Standing Orders.

Resolved: that the Standing Orders be approved without further amendment

2023/039 To review and approve the Code of Conduct.

Resolved: that the Code of Conduct be approved without further amendment.

2023/040 To review and approve the Financial Regulations.

Resolved: that the Financial Regulations be approved without further amendment.

2023/041 To review and approve the Press and Media Policy.

Resolved: that the Press and Media Policy be approved without further amendment.

2023/042 To review and approve the Insurance Schedule.

Resolved: that the Insurance Schedule as presented be approved.

2023/043 To review and approve the Asset Register.

Resolved: that the Asset Register as presented be approved.

2023/044 To review and approve the Risk Assessment Documents.

Resolved: that the Risk Assessment Documents be approved.

2023/045 To appoint the Internal Auditor for the ensuing year.

It was noted that the existing auditor Mrs Joanne Taylor, had not been in contact and that it may ultimately prove necessary to appoint a new Internal Auditor.

2023/046 To appoint representatives to outside bodies.

Resolved: that Cllrs J Smith and K Chappell represent Langwith on Bolsover District Council Parish Council Liaison Group.

2023/047 To authorise bank signatories.

Resolved: that Cllrs Y Mather, B Elliott, and P Brown be added to the bank mandate alongside the existing signatories Cllrs S Peake and S Berry.

2023/048 To approve the minutes of the Council meeting held on 14th March 2023.

Resolved: that the minutes be accepted as a true record of the meeting, subject to an amendment of item 2023/023 c, regarding the quotation for upgrade of the village hall lighting, which should read – *that members approved the quotation to upgrade to LED lighting within the village hall and also the room within the community centre occupied by CIE Services.*

2023/049 To review and approve the financial information.

- a. **To authorise cash book entries since the previous meeting and any queries prior to authorising.**

The clerk presented a supplementary report noting two small corrections to the cashbook for January and February

Resolved: that the cashbook be authorised.

b. To review and authorise the bank reconciliation/s for the cashbook period.

Resolved: to approve the bank reconciliations presented showing balances of:

£195,755.51 at 31.01.23.

£182,867.41 at 28.02.23.

£164,367.55 at 31.03.23.

c. To consider and determine applications for financial assistance.

Resolved: that the application from Rhubarb Farm for a contribution of £300 towards the Langwith Show be granted in full.

2023/050 To consider responses as necessary to listed correspondence.

a. Rhubarb Farm – permissions for Langwith Show.

Resolved: to grant permission to use the tables from the village hall as in previous years.

b. L. Parsons – request to site sheds/ greenhouses at the allotments.

Resolved: that approval be granted.

c. C. Simpkin – request to site a polytunnel at the allotments.

Resolved: that approval be granted.

d. T. Everett – request to site greenhouse and pond at the allotments.

Resolved: that approval be granted to site a greenhouse but not a pond due to health and safety concerns.

2023/051 To consider planning applications and review planning decisions.

It was noted that application no 23/00141/FUL had been withdrawn.

2023/052 To consider the Clerk's Report.

All Cllrs had been provided with a mini NALC Good Councillor Guide.

The Clerk informed members that Jim Fieldsend, the Monitoring Officer at BDC, would in due course be providing training on the Ethical Framework and the Code of Conduct for Parish Councils.

It was suggested that any future training could be shared with STC in order to keep costs to a minimum, but agreed that for the time being Council would just use any training offered by BDC.

2023/053 To receive Chair's Communications.

Cllr Sandra Peake again thanked past Councillors for their support through the years and suggested that a letter and some flowers be sent to thank them on behalf of the Council. This was moved by Cllr J Smith, seconded by Cllr B Elliott with all members voting in favour.

The Chair also provided an update on the activities which had been held throughout the preceding year including new Christmas lighting, tree planting, flower planters, and various seasonal celebrations and suggested that the next event may be a fundraising Teddy Bears Picnic, to be held at Nether Langwith on the green near the Jug and Glass, in aid of a local family who has a child with disabilities.

An update was also given on the work of the Langwith Leisure and recreation Group and the new Councillors were encouraged to come along to these meetings.

2023/054 Confidential Items.

No items to discuss.

2023/055 Contractual / Business Matters.

No items to discuss.

2023/056 Personnel Matters.

No items to discuss.

2023/057 To approve the date of the next Annual meeting of the Parish Council.

The next Annual Meeting of the Parish Council was set at 14th May 2024 as per the approved schedule.

The Clerk informed Members that it may be necessary to call a supplementary budget meeting in June.

The meeting concluded at 8pm.