



Langwith Parish Council

Whaley Thorns & Langwith Village Hall, Portland Road, Langwith, Mansfield, NG20 9EZ
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Minutes of the **Annual Meeting of Langwith Parish Council**
held at
4:30pm on Tuesday 18th May 2021
at **The Arc, High Street, Clowne, Derbyshire, S43 4JY**

PRESENT

Cllr. S Berry

Cllr. C Dale

Cllr. B Elliott – VICE CHAIRMAN

Cllr. H Hornsby

Cllr. C Kane

Cllr. M Mitchell

Cllr. S Peake – CHAIRMAN

Cllr. A Rozynska

Cllr. K Sharpe

Cllr. J Smith

Mrs J Jeffery – PARISH CLERK & RFO

IN ATTENDANCE:

Members of the public (0)

Mrs A Tonge – MINUTE CLERK

Cllr. S Fritchley – BOLSOVER DISTRICT COUNCIL

2021/018 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.

Apologies for absence had been received or were tendered on behalf of;

Cllr. T Elliott – Work Commitments

Cllr. L Fritchley – Work Commitments

RESOLVED: That the apologies and reasons for absence be accepted.

2021/019 TO RECEIVE DECLARATIONS OF INTEREST.

No declarations of interests were tendered to the meeting.

2021/020 TO ELECT THE PARISH COUNCIL CHAIRMAN FOR THE ENSUING YEAR.

RESOLVED: That Cllr. S Peake be elected as Chairman for the ensuing year.

2021/021 TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.

The newly elected Chairman duly signed the Declaration of Acceptance of Office in the presence of the Proper Officer.



2021/022 TO ELECT THE PARISH COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.

RESOLVED: That Cllr. B Elliott be elected as Vice Chairman for the ensuing year.

2021/023 TO APPROVE THE MINUTES OF THE ANNUAL ELECTOR'S MEETING HELD 14TH MAY 2019.

Cllr. Smith noted that a conversation relating to Langwith Junction Recreation Ground and fencing at the skatepark was not included in the minutes. The Clerk reminded all present that minutes were not a verbatim record of the meeting.

RESOLVED: That the minutes be approved as a true and correct record of the meeting.

2021/024 TO APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD 14TH MAY 2019.

RESOLVED: That the minutes be approved as a true and correct record of the meeting.

2021/025 TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR.

Cllr. Sharpe was disappointed that there were not more meetings on the schedule however following discussion it was agreed to keep the schedule as it was and call any additional meetings as they were required. This could be reviewed at a later date.

RESOLVED: That the schedule of meetings be approved.

2021/026 TO REVIEW AND APPROVE STANDING ORDERS.

Cllr. Smith asked that the standing orders be reviewed against any new legislation.

RESOLVED: That the reviewed Standing Orders be approved.

2021/027 TO REVIEW AND APPROVE CODE OF CONDUCT.

RESOLVED: That the reviewed Code of Conduct be approved.

2021/028 TO REVIEW AND APPROVE FINANCIAL REGULATIONS.

RESOLVED: That the reviewed Financial Regulations be approved.

2021/029 TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS.

Cllr. Smith requested that the insurance schedule, freedom of information act process and press and media policy be reviewed.

RESOLVED: That with the above noted the Risk Assessment documents be approved.



2021/030 TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.

EXISTING AS FOLLOWS; - Mrs Joanne Taylor

RESOLVED: That Mrs Joanne Taylor be approved as Internal Auditor for the 2021/2022 financial year.

2021/031 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.

**PREVIOUS AS FOLLOWS;
BDC Parish Council Liaison Cllrs H Hornsby and S Peake**

RESOLVED: That the existing be approved as above.

2021/032 TO AUTHORISE BANK SIGNATORIES

EXISTING AS FOLLOWS; - NatWest – Cllrs. S Berry, C Kane and S Peake

Following difficulties in contacting and dealing with the NatWest it had been previously approved that the Clerk could investigate changing banks to Lloyds in Shirebrook. Due to the pandemic Lloyds had not been accepting new customers and this would continue to be investigated as restrictions ease.

RESOLVED: That the bank signatories be approved as Cllrs. Berry, B Elliott, Kane, Peake and Sharpe. Cllrs. B Elliott and Sharpe to be added to the new account once opened.

ORDINARY ITEMS OF BUSINESS

2021/033 TO APPROVE THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AS A VIRTUAL MEETING ON 2ND FEBRUARY 2021.

RESOLVED: That the minutes be approved as a true and correct record of the meeting.

2021/034 TO REVIEW AND APPROVE FINANCIAL INFORMATION.

a. TO REVIEW AND AUTHORISE CASH BOOK FOR PERIOD.

The Clerk addressed any queries raised.

RESOLVED: That the reviewed cash book be authorised.

b. TO REVIEW AND AUTHORISE BANK RECONCILIATION FOR PERIOD.

RESOLVED: That the reviewed bank reconciliation, showing a balance of £121,860.93 at 31st March 2021, be authorised.



2021/035 TO CONSIDER RESPONSES AS NECESSARY TO LISTED CORRESPONDENCE.

a. CLLR. SMITH – ELECTRIC VEHICLE CHARGING POINTS.

It was agreed to discuss this further at a future meeting as the District Council were already investigating the process.

b. BOLSOVER DISTRICT COUNCIL – ACTIVE COMMUNITIES PROGRAM.

It was noted that the Parish Council had previously contributed to the scheme and had an amount still available to support local activities.

RESOLVED: To contribute to the scheme and support local activities in two areas of the parish.

Additional conversation ensued in relation to the Langwith Junction Recreation Ground, the parish pavilions and the Bowls Club.

2021/036 TO CONSIDER PLANNING APPLICATIONS AND REVIEW PLANNING DECISIONS.

Only decisions were being reviewed on the agenda as no new applications had been received.

<u>DECISIONS</u>	<u>ACTION TAKEN</u>
20/00495/FUL – Mr Jamie Croshaw Mill Farm Whaley Road Langwith Mansfield Establishing a small Alpaca Farm allowing visitors to walk and feed alpacas. 2 field shelters to be erected for animal welfare.	<i>Granted</i>
20/00541/FUL – Mrs Lucy Nicholls Devonshire Dog Spa Stuarts Barn Rectory Road Upper Langwith Change of use of part of garage to use as a dog grooming business	<i>Granted</i>
20/00582/ADV – Mr Jamie Croshaw Mill Farm Whaley Road Langwith Mansfield Non-illuminated freestanding sign	<i>Granted</i>
21/00024/FUL – ABC Limes LTD Scarcliffe House Pit Hill Whaley Thorns Mansfield Re-use of Sclacliffe House to form Children’s Home	<i>Granted</i>
21/00128/FUL – Mr Ryan Smith 18 The Bassett Langwith Junction Mansfield NG20 9AR First floor extension to side and single storey extension to rear	<i>Granted</i>



2021/037 TO RECEIVE INFORMATION FROM THE CLERK.

a. TO REVIEW AND APPROVE INTERNAL AUDITOR REPORT.

The Clerk asked that it be noted that the Internal Auditor had again advised that Councillor expenses should be paid through the payroll system.

RESOLVED: With the above noted, the internal auditor report be approved.

b. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 PART 3 - SECTION 1 ANNUAL GOVERNANCE STATEMENT.

RESOLVED: That the Annual Governance and Accountability Return 2020/21 Part 3 - Section 1 Annual Governance Statement be approved.

c. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 PART 3 - SECTION 2 ACCOUNTING STATEMENTS 2020/21.

RESOLVED: That the Annual Governance and Accountability Return 2020/21 Part 3 - Section 2 Accounting Statements 2020/21 be approved.

d. TO REVIEW ASSET REGISTER.

RESOLVED: That the reviewed asset register be approved.

e. TO REVIEW AND APPROVE ALLOTMENT RULES AND CONDITIONS.

It was discussed and agreed that in future it would be council policy to allocate only single plots and only to local residents. Cllr. Hornsby asked that it be noted that currently the rules in relation to fires were not always being adhered to.

RESOLVED: That the reviewed allotment rules and conditions be approved.

2021/038 TO RECEIVE CHAIRMAN'S COMMUNICATIONS.

a. UPDATES FROM PREVIOUS MEETING.

- A meeting was being scheduled with D.C.C. to discuss the issues of road safety on the Junction of Burlington Avenue, Recreation Road and Albine Road.
- The Langwith Junction Bowls Club had a met with Cllrs. Elliot, Kane and Peake along with the Clerk to discuss the future of the site and plan to reconvene with their decisions.



- The Council had been approached by 2 football teams wanting to use the changing rooms on the Recreation Road site. Further discussions are to take place on what works need to be carried out in order to make them usable.
- The caretakers of the allotments have been doing a great job making the site more presentable and appealing to members of the public. Several skips have been ordered to clear unwanted rubbish from the site. They have dealt with several complaints regarding the noise from cockerels and resolved the issues, the waiting lists have been reduced has now only one resident awaiting an allotment.
- A bus shelter had been ordered to replace the damaged one near the on Main Street beside the doctors and the bus shelter has been replaced at Langwith Junction.

a. OTHER ITEMS FOR DISCUSSION.

- The Environmental Health Officer and RSPCA had visited the site on West Street and issued an order to remove the chickens and cockerels from the premises.
- The changing rooms on the Woodlands have been deemed as unsafe and have been secured. Only access is allowed for storing their equipment. Further research is required into pricing of temporary premises.
- The housing development on the woodlands will be using some new construction methods and may attract some media attention.
- The goal posts at Hardwick Street recreation ground had been removed due to health and safety concerns; they had eroded and become dangerous.

2021/039 DATE OF NEXT ANNUAL MEETING.

Set as 17th May 2022 as per the approved meeting schedule.

SIGNED: _____ CHAIRMAN

DATE: _____