



Langwith Parish Council

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

8th May 2024

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** the **14th of May 2024** 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

Excerpt from the Standing Orders of Langwith Parish Council

3. MEETINGS GENERALLY

- e.** Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda only with the express permission of the Chairman.
- f.** The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 10 minutes unless directed by the chairman of the meeting.
- g.** Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.
- h.** In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- i.** A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.
- j.** A person who speaks at a meeting shall direct his comments to the chairman of the meeting.
- k.** Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

AGENDA

ANNUAL MEETING BUSINESS

- 2024/028** TO ELECT THE PARISH COUNCIL CHAIRMAN FOR THE ENSUING YEAR.
- 2024/029** TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.
- 2024/030** TO ELECT THE PARISH COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.
- 2024/031** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2024/032** TO RECEIVE DECLARATIONS OF INTEREST.
- 2024/033** TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR.
- 2024/034** TO REVIEW AND APPROVE STANDING ORDERS.
- 2024/035** TO REVIEW AND APPROVE CODE OF CONDUCT.
- 2024/036** TO REVIEW AND APPROVE FINANCIAL REGULATIONS.
- 2024/037** TO REVIEW AND APPROVE PRESS & MEDIA POLICY.
- 2024/038** TO REVIEW AND APPROVE INSURANCE SCHEDULE.
- 2024/039** TO REVIEW AND APPROVE ASSET REGISTER.
- 2024/040** TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS.
- 2024/041** TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.
EXISTING AS FOLLOWS; - Mrs Joanna Simonds
- 2024/042** TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.
EXISTING AS FOLLOWS; - BDC Parish Council Liaison – Cllrs K Chappell, J Smith and Parish Clerk
- 2024/043** TO AUTHORISE BANK SIGNATORIES
EXISTING AS FOLLOWS; - NatWest – Cllrs. S Berry and S Peake
EXISTING AS FOLLOWS; - Lloyds – Cllrs. P Brown, S Fritchley, Y Mather and S Peake

ORDINARY ITEMS OF BUSINESS

- 2024/044** TO APPROVE THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HAVING BEEN HELD ON 12TH MARCH 2024.
- 2024/045** TO REVIEW AND APPROVE FINANCIAL INFORMATION.
- a.** TO REVIEW CASH BOOK ENTRIES SINCE PREVIOUS MEETING AND ADDRESS ANY QUERIES PRIOR TO AUTHORISING – 1ST OF OCTOBER 2023 TO 31ST OF JANUARY 2024.
- b.** TO REVIEW AND AUTHORISE BANK RECONCILIATION/S FOR CASH BOOK PERIOD.
- 2024/046** TO CONSIDER RESPONSES AS NECESSARY TO LISTED CORRESPONDENCE.
- a.** MISS FREEMAN – REQUEST TO HAVE TREE FELLED.
- b.** RHUBARB FARM
- i.** OFFER TO COOK CHRISTMAS MEAL.
- ii.** REQUEST FOR ROOM HIRE FOR BABY EVENT.

iii. APPROVAL TO PLACE SIGNS.

- c. MR CURTIS/ MR NETTLE – ALLOTMENTS OFF FRENCH TERRACE/PORTLAND ROAD.
- d. BDC – ACTIVE COMMUNITIES PROGRAMME 2024.
- e. MAJOR STEVE GOODWIN – ROOM HIRE AND FEE WAIVER REQUEST.
- f. BDC – 50 YEAR ANNIVERSARY CELEBRATIONS.
- g. KATH MASON – ALLOTMENT HOLDER MEETING REQUEST.
- h. BDC – COMMUNITY RAIL PARTNERSHIP.

2024/047 TO CONSIDER PLANNING APPLICATIONS AND REVIEW PLANNING DECISIONS.

2024/048 TO RECEIVE CHAIRMAN'S COMMUNICATIONS.

2024/049 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.

2024/050 CONFIDENTIAL CORRESPONDENCE.

2024/051 PERSONNEL MATTERS.

2024/052 TO APPROVE THE DATE OF THE NEXT ANNUAL MEETING OF THE PARISH COUNCIL.

THE NEXT ANNUAL MEETING WILL BE SET AT 13TH MAY 2025 IF THE MEETING SCHEDULE IS APPROVED.