

# Langsett Parish Council

## Minutes of the Annual Meeting of Langsett Parish Council held at The Barn, Langsett on Monday 15<sup>th</sup> May 2023 immediately following the Annual Parishioners Meeting at 7.00pm

Present: Cllr Peter Horner (Chair), Cllr Dean Furniss, Cllr Lynn Hammond, Cllr Linda Taylor, 2 residents, Avril Sturdy (Clerk & RFO)

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### 23/24 -001 Election of Chairman

Nominations for Chairman for the coming year were called for, Councillor Horner was nominated, he declared himself willing to stand and so was elected unopposed.

### 23/24 -002 Declaration of Acceptance of Office from the Chairman

Councillor Horner completed and signed a Declaration of Acceptance of Chair form.

### 23/24 -003 Election of a Vice Chairman

Nominations for the coming year were called for Vice Chair, Councillor Taylor was nominated, and she declared herself willing to stand and so was elected unopposed. A declaration of Acceptance of Vice Chair form was completed and signed.

### 23/24 -004 Apologies for absence

There were no apologies for absence.

### 23/24 -005 Code of Conduct, Register of Interest Forms and Parish Council Vacancy

The Clerk supplied Councillors with copies of the Code of Conduct, and the Register of Interest forms which should be returned to the Clerk within 28 dates of the meeting.

The Clerk advised that there was currently a vacancy on the Parish Council and the notice of the vacancy could be advertised, after the public notice period had ended, if no call for election had been received. The notice of vacancy and co-option would be displayed with a closing date before the date of the next Parish Council meeting,

### 23/24 -006 Declarations of interest

None received

### 23/24 -007 Finance and Accounts - Audit

7.1 The Clerk circulated Year End Accounts (year ending 31<sup>st</sup> March 2023) to Councillors. Councillors received and approved Receipts and Payments account (Appendix A) Bank Reconciliation (App. B) and Explanation of Variances (App. C).

7.2 It was **resolved** that Langsett Parish Council is exempt from external audit for the year 2022/23 as its annual turn-over does not exceed £25,000 . The Certificate of Exemption (Appendix D) was approved and signed by the Clerk and Chairman and this will be sent to the external auditor.

7.3 As the accounts were still being audited, the Clerk was unable to provide a copy of the Internal Audit Report , a copy would be sent to Councillors following completion of the audit. It was **resolved** that the Annual Internal Audit Report be deferred to the July meeting. (Appendix E not available)

7.4 It was **resolved** that Langsett Parish Council approve Section 1 Annual Governance Statement 2022/23 for Langsett Parish Council on page 5 of the Annual Governance and Accountability Return 2022/23. (Appendix F)

7.5 It was **resolved** that Langsett Parish Council approve Section 2 - Accounting Statements 2022/23 for Langsett Parish Council on page 6 of the Annual Governance and Accountability Return 2022/2023 (Appendix G).

7.6 It was **resolved** that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Langsett Parish Council will publish the following documents on a public website :

- Certificate of Exemption
- Annual Internal Audit Report 2022/23
- Section 1 – Annual Governance Statement 2022/23
- Section 2 – Accounting Statements 2022/23
- Analysis of variances
- Bank Reconciliation to 31 March 2023
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

The Clerk was asked to check the current situation regarding the Wordsworth Trust.

**23/24 -008 Minutes of the meeting held on Monday 13<sup>th</sup> March 2023**

It was **resolved** that the minutes be approved and signed by the Chairman.

**23/24 -009 Matters arising from the previous minutes**

None raised.

**23/24 -010 Public Participation**

**Resolved:** report litter bin, Gilbert Hill, to BMBC (may have been damaged by vehicle impact)

**Resolved:** report to BMBC Highways re condition of road surface following roadworks, leaving amounts of loose gravel and also to check the potentially dangerous ditch on Gilbert Hill hidden from view by grass.

Concern raised by residents regarding speed and size of vehicles using Gilbert Hill.

**Resolved:** ask Police how many accidents have been reported on Gilbert Hill over the past 2 years.

**23/24 -011 Planning Applications received since the agenda was produced**

None received.

**23/24 -012 Planning Applications received between meetings**

APPLICATION NO: 2023/0211 DESCRIPTION: Creation of wildlife pond  
LOCATION: Land at Hoodlands Farm, Fullshaw Lane, Penistone, Sheffield, S36 9FD  
Langsett Parish Council had no comments to make on the above application.

APPLICATION NO: 2023/0272 DESCRIPTION: Proposed entrance sign  
LOCATION: Langsett Fouch Car Park, Langsett, Sheffield, S36 4AA  
Langsett Parish Council had no comments to make on the above application but noted the application is within the Green Belt.

**23/24 -013 Information on previous planning applications (decisions by BMBC)**

Under consideration:

2022/0981 Aldermans Head Manor – flood storage ponds

2023/0109 Langsett Fouch car park – payment machine, camera and reduced height ANPR pole 4m to 3m

2023/0211 Creation of wildlife pond : Land at Hoodlands Farm, Fullshaw Lane,

2023/0272 Proposed entrance sign: Langsett Fouch Car Park, Langsett,

**23/24 -014 Items to bring to the attention of BMBC Neighbourhood Services**

Litter bin on Gilbert Hill damaged **Resolved:** report to BMBC.

Building debris / fly-tipping reported on A628 . **Resolved:** contact BMBC

### 23/24 -015 Footpaths and Public Rights of Way Issues

The Clerk reported that having invited Yorkshire Water Rangers to several meetings including this one, a reply was received to suggest the Rangers would organise a Public Day to introduce the Ranger Team. **Resolved:** The Parish Council would continue to invite the Rangers to a Parish Council meeting to try to understand their role etc and raise issues including sheep worrying which continues.

### 23/24 -016 Roads, Transport and Parking

**Resolved:** the condition of the road surface on Gilbert Hill following road resurfacing would be raised with BMBC.

More information regarding the Road Rally proposed in December 2023 would be available following the next meeting to be organised with Penistone Town Council.

### 23/24 -017 Coronation Afternoon Tea event Sunday 7<sup>th</sup> May 2023

The event was a success with approximately 40 attending, including visitors, the large doors were opened and residents had decorated the barn, inside and out. Residents and the Chair supplied cakes and refreshments. It was felt that this should be considered as an annual event to allow residents the opportunity to meet in an informal setting.

### 23/24 -018 Finance and Accounts

Information was provided regarding matters having financial implications for the Council and to agree payments and note income in accordance with the Parish Council budget:

- 18.1 To note the receipt of the Precept of £3,978.38
- 18.2 To note Insurance renewal confirmed for 2023-2024
- 18.3 To approve the invoice received for membership of YLCA £130 and CPRE £36.00
- 18.4 To note that once the internal audit had been completed a transfer of £8,000 would be made from current to deposit account
- 18.5 To note Clerk's contracted hours reduced to 180 hours per annum from 1<sup>st</sup> May 2023
- 18.6 The payments and income in accordance with the Parish Council budget as noted below were approved:

#### Income

Precept BMBC	£3,978.38
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#### Expenditure

Clerks salary inc working from home (April and May 2023)	as agreed
YLCA – Annual Membership	£130.00
CPRE – Annual Membership	£ 36.00

### 23/24 -019 Items of correspondence not appearing elsewhere on the agenda

- E-mail from resident regarding micro chip registration – approval required from Parish Council.

**Resolved:** send confirmation of identity to the microchip registration company on behalf of resident.

### 23/24 -020 Dates of meetings 2023-24 for approval

The following dates were approved:

Monday 3rd July 2023

Monday 11th September 2023

Monday 13th November 2023

Monday 8th January 2024

Monday 11th March 2024

Monday 13th May 2024

### 23/24 -021 Any Other Business not on the Agenda

21.1 To consider an annual Parish event e.g. August at future meeting

21.2 To consider a pop up café , perhaps a Bank Holiday, to raise monies for a charity. **Resolved:** The Chair would gauge the views of the Waggon & Horses and Bank View Café.

21.3 To consider a Parish Council Facebook page, to be discussed at a future meeting

**23/24 -022 Matters to be placed on the agenda of the next meeting of the Parish Council**

Vacancy on Langsett Parish Council

**23/24 -023 Date and Time of Next Meeting**

The next meeting of Langsett Parish Council will be held on **Monday 3<sup>rd</sup> July 2023** at 7.00pm at the Barn, Langsett.

Signed:

Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_