

Langsett Parish Council

Minutes of the Annual Meeting of Langsett Parish Council held at The Barn, Langsett on Monday 16th May 2022 immediately following the Annual Parishioners Meeting at 7.00pm

Present: Cllr Peter Horner (Chair), Cllr Susan Barnes, Cllr Linda Taylor, 1 resident, Mrs Avril Sturdy (Clerk & RFO)

22/23 -001 Election of Chairman

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

22/23 -002 Declaration of Acceptance of Office from the Chairman

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

22/23 -003 Election of a Vice Chairman

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

22/23 -004 Apologies for absence

Apologies received from Cllr Hammond. Reason for absence accepted.

22/23 -005 Declarations of interest

None received

22/23 -006 Code of Conduct and Register of Interest Forms

Councillors were reminded that any changes to the current Register of Interest forms necessitated completion of a new form, which would be returned to the Clerk within 28 dates of the meeting. No such changes advised to the Clerk.

22/23 -007 Finance and Accounts - Audit

7.1 The Clerk had circulated Year End Accounts (year ending 31st March 2022) 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 2021/22 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 It was **resolved** that Annual Internal Audit Report for 2021/22 included at page 4 of the Annual Governance and Accountability Return 2021/22 be noted (Appendix E).

7.4 It was **resolved** that Langsett Parish Council approve Section 1 Annual Governance Statement 2021/22 for Langsett Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22. (Appendix F)

7.5 It was **resolved** that Langsett Parish Council approve Section 2 - Accounting Statements 2021/22 for Langsett Parish Council on page 6 of the Annual Governance and Accountability Return 2021/2022 (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 2021/22
- Section 1 – Annual Governance Statement 2021/22
- Section 2 – Accounting Statements 2021/22
- Analysis of variances
- Bank Reconciliation to 31 March 2022
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

7.7 Report of internal auditor 2021/22

The report of the internal auditor was considered and some items were noted:

7.7.1 The Auditor referred to the possible provision of a SSL secure website. Costs were currently £125 to set up with £50 per annum thereafter. **Resolved** : not to proceed with the procurement of the SSL Certificate relating to website security due to site usage and ongoing costs.

7.7.2 The current Auditor is retiring so a new auditor is required for accounting period 2022/2023.

22/23 -008 Minutes of the meeting held on Monday 7th March 2022

The Clerk advised the meeting of an amendment to minute 21/22-135 Parish Council Projects 2022/2023. It was **resolved** that the minutes be approved and signed by the Chairman.

22/23 -009 Matters arising from the previous minutes

The support for the provision of a defibrillator at the Dog & Partridge was discussed. The Clerk had investigated funding options including the Ward Alliance. **Resolved**: The Clerk will contact Mr Marsh at the Dog and Partridge to progress the matter.

22/23 -010 Public Participation

No items raised.

22/23 -011 Planning Applications received since the agenda was produced

2022/0369 : Field House Farm, Fullshaw Lane, Penistone, S36 9FD

: Demolish and clear existing buildings and erection of replacement dwelling

The Parish Council had no comments on the above application, apart from noting to BMBC Planning existing environmental concerns with regard to the habitat of owls and bats in the current building.

22/23 -012 Information on previous planning applications (decisions by BMBC)

Lower Hand Bank Farm – BMBC Planning have confirmed that the extension at the property was within planning guidelines and planning permission was not required.

22/23 -013 Items to bring to the attention of BMBC Neighbourhood Services

The hedges around the picnic site benches on Gilbert Hill required cutting. **Resolved**: ask Twiggs if this could be undertaken using local volunteers in support and assist in a future litter pick.

Cllr Barnes asked if planting could be put on the Cranberry crossroads i.e. yellow rattle to restrict the tall grasses which cause visibility issues in that location. **Resolved**: contact BMBC

22/23 -014 Footpaths and Public Rights of Way Issues

The Clerk updated the meeting regarding any proposed work around the A616 at Equitrek link to the Little Don Trail. Any further updates from BMBC Footpaths team will be sent to the Parish Council.

It was confirmed that the rubbish reported was on the Little Don Trail. **Resolved:** report to BMBC.

22/23 -015 Roads, Transport and Parking

No items received.

22/23 -016 A57/A616/A628 Village Gateways

The Clerk had received information regarding proposed changes to the A616/A628 with installation of "Village Gateway" signage and speed restrictions. **Resolved:** Invite National Highways to the next Parish Council meeting to discuss and clarify the proposals.

22/23 -017 Community Fund (National Grid Visual Impact Provision project)

The Clerk has been in contact with :

(a) Yorkshire Water re possible purchase of a small piece of land as a play area. No such area of land is currently available but Yorkshire Water will request in mind.

(b) BMBC regarding proposal to replace streetlights in Langsett village with heritage ones.

Resolved: Cllr Horner will discuss with residents, the Clerk will contact BMBC for update in June, due to time constraint re funding application.

22/23 -018 Parish Council Projects 2022/2023

Updates received regarding proposed projects:

(a) The Queen's Platinum Jubilee afternoon team will be held in Langsett Barn. **Resolved:** the Chairman will purchase refreshments, including cake for the team. The Clerk supplied flyers for Councillors to pass out to residents as a reminder. Photos from the event could be used in the next Parish Newsletter.

(b) A resident had suggested a village name stone and a view point on Gilbert Hill. The village name stone was not allowed due to concerns from National Highways (road safety issue). The view point suggested will be discussed at a future meeting after further investigation.

22/23 -019 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:

19.1 To note the receipt of the Precept of £3,862.50

19.2 To note Insurance renewal confirmed for 2022-2023

19.3 To note invoice received for membership of YLCA £129

19.4 To note the invoice of the internal auditor of £127.31 for payment

19.5 McAfee renewal due at the end of June – **Resolved:** renewal at £119.99 for 2 years

19.6 To receive information regarding the current banking situation. **Resolved:** Clerk confirmed the closure of HSBC account and current banking provision was with Virgin Money.

19.7 The payments and income in accordance with the Parish Council budget as noted below were approved:

Income

Precept BMBC already accounted in balance below £3,862.50

Expenditure

Clerks' salary inc working from home (April and May 2022)	as agreed
Clerk' s expenses up to 6 th May 2022 inc PDNPA room hire	£ 92.68
Diane Brown Internal Audit	£127.31
YLCA – Annual Membership	£129.00
Peak Park annual membership	£ 6.00

Bank balances as at 28th April 2022 £12,454.10

22/23 -020 Items of correspondence not appearing elsewhere on the agenda

- E-mail re Derbyshire Dales traffic issues

22/23 -021 Dates of meetings 2022-23 for approval at the May Annual Meeting

The following dates were approved:

Monday 4th July 2022

Monday 12th September 2022

Monday 31st October 2022

Monday 16th January 2023

Monday 13th March 2023

Monday 15th May 2023

22/23 -022 Any Other Business not on the Agenda

22.1 Langsett is featured in the Huddersfield Examiner

22.2 The old noticeboard has been taken down. Councillors to think of an alternative location or action required.

22.3 Future invitation to parish Council meetings – invite Ward Councillors

22/23 -023 Matters to be placed on the agenda of the next meeting of the Parish Council

23.1 Vacancy on Langsett Parish Council

23.2 Parish Newsletter

22/23 -024 Date and Time of Next Meeting

The next meeting of Langsett Parish Council will be held on **Monday 4th July 2022** at 7.30pm at the Barn, Langsett.

Signed:

Chair _____ Clerk _____ Date _____