*Steph Tolson (Clerk and Responsible Financial Officer)*

**Langsett Parish Council**

Dear Councillor, you are summoned to attend the next meeting of Langsett Parish Council to be held at the Barn, Langsett at **7.30pm on Wednesday the 16th March 2016**

**AGENDA**

**PUBLIC PARTICIPATION – 10 MINUTES**

1. **Apologies**:
	1. To receive apologies for absence.
2. **Code of Conduct**:
	1. To receive any declarations of interest under the Council’s adopted code of conduct arising from matters on the agenda.

1. **Previous Minutes**:
	1. To consider and approve the minutes of the meeting held on the 3rd February 2016. (5 mins)

1. **Matters Arising:**
	1. To consider any matters arising from the previous minutes, not appearing elsewhere

 on the agenda.(20 mins)

1. **Planning Matters:**
	1. To discuss applications submitted to the planning authority: (10 mins)

2016/0115 – Little Doubting Farm – Extension

2016/0145 – Heathercliff Lodge – Agricultural building conversion

1. **Financial Matters**
	1. The following payments are to be agreed at the meeting: (10 mins)
* Clerk’s Monthly Salary - £173.84
* YLCA membership - £116.00
* Groundcare – treework at Gilbert Hill - £550.00
* Postage for letter to residents - £51.84
* Expenses – paper, envelopes, mileage – 28.37
* PDNPA Barn Hire - £45.00

6.2 Financial Regulations – changes to be approved due to updates to model template.

**7. Correspondence Received** (10 mins)

7.1 To consider items of correspondence that have been received since the last meeting,

 not appearing elsewhere on the agenda.

**8. Councillors’ Report**

8.1 Feedback from district councillors in attendance (10 mins)

**9. General Parish Council Business** (15 mins)

9.1 Gilbert Hill picnic site – review of tree work carried out

9.2 Ward Alliance update

**10.** **Any other business** (10 mins)

**11.** **Date & Time of Next Meeting**

 Wednesday 11th May 2016 7.00pm.

**12. Meeting Close – 9.10pm**