*Steph Tolson (Clerk and Responsible Financial Officer)*

**Langsett Parish Council**

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Dear Councillor, you are summoned to attend the Annual meeting of Langsett Parish Council to be held at the Barn, Langsett at **on Wednesday the 11th May 2016** following on from the Annual Parishioners meeting which commences at **7pm**.

**AGENDA**

**PUBLIC PARTICIPATION – 10 MINUTES**

1. **Apologies**:
	1. To receive apologies for absence and consider reasons given for non-attendance.
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.
3. **Appointment of Chair:**

3.1 To appoint Chair and receive Declaration of Acceptance of Office of Chair. (5 mins)

1. **Appointment of Vice Chair:**

4.1 To appoint Vice Chair and receive Declaration of Acceptance of Office of Vice Chair.

1. **Previous Minutes**:
	1. To consider and approve the minutes of the meeting held on the 16th March 2016. (5 mins)

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

 on the agenda.(10 mins)

1. **Planning Matters:**
	1. To discuss applications submitted to the planning authority: (5 mins)

2016/0203 – Lower Belle Clive Farm – agricultural building

1. **Financial Matters** (20 mins)

8.1 The following payments are to be agreed at the meeting:

* Clerk’s Monthly Salary - £173.84
* Diane Brown Internal Audit - £100.00
* Groundcare – install bench Gilbert Hill - £100.00
* Transparency code grant expenditure:
* Dell – Inspiron 15 3000 series Laptop - £319.00
* PC World – Canon LiDE 220 Scanner - £59.99
* S Tolson – achieving/maintaining compliancy/and website training 2015/16 - £400.90
	1. Receipt of £759.89 – Transparency Fund Grant

8.3 Annual Accounts for 2015/16 are to be approved

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

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

 not appearing elsewhere on the agenda.

**10. Councillors’ Report**

10.1 Feedback from district councillors in attendance (10 mins)

**11. General Parish Council Business** (20 mins)

11.1 Gilbert Hill

11.2 Ward Alliance update

**12.** **Any other business** (5 mins)

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

 Wednesday 6th July 2016 7.30pm

**14. Meeting Close – 9.15pm**