*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 10th May 2017** 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. **Guests:**

5.1 To welcome Karen Dennis, Age UK. (15 mins)

1. **Previous Minutes**:
	1. To consider and approve the minutes of the meeting held on the 15th March 2017. (5 mins)

1. **Matters Arising:**

7.1 To consider any matters arising from the previous minutes, not appearing elsewhere

 on the agenda.(5 mins)

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

No new applications.

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

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

* Clerk’s Monthly Salary - £180.13
* Diane Brown Internal Audit - £100.00
* YLCA – Annual Membership - £117.00
* CPRE – Annual Membership - £36.00
* Clerks expenses – Mileage £14.40
	1. Receipt of £3341 – Precept
	2. Receipt of £185.50 – VAT repayment

9.4 Annual Accounts for 2016/17 are to be approved.

**10. Correspondence Received** (15 mins)

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

 not appearing elsewhere on the agenda.

**11. Councillors’ Report**

11.1 Feedback from district councillors in attendance (10 mins)

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

12.1 Litter Signs

12.2 Ward Alliance update

12.3 HE Trans Pennine Upgrade

12.4 Langsett AQMA

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

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

 Wednesday 5th July 2017 7.30pm

**14. Meeting Close – 9.30pm**