**Langsett Parish Council**

**Minutes of the Meeting Held**

**Wednesday 3rd February 2016**

Present: Cllr Adrian James (Chair), Cllr Sally Howe, Cllr Lynne Hammond, Cllr Linda Taylor, Mrs Stephanie Tolson (Clerk & RFO).

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 **Public Participation**

None.

1. **Apologies**

No Apologies were received.

**2. To receive any declarations of interest**

 Cllr Howe declared an interest in planning application 2016/0006.

1. **Minutes – 2nd December 2015**

***Resolved that the minutes be approved.***

1. **Matters Arising**
	1. It was noted that BMBC regulatory services are dealing with the water at Cranberry Crossroads. The Clerk is awaiting an update on the situation.
	2. It was noted that the flytipping on Hartcliff Hill had been removed, but that more has appeared.

***Resolved that the Clerk will report.***

* 1. The Clerk reported that she had enquired with BMBC re the shipping container at Fullshaw Cross. The planning enforcement officer confirmed that they had requested removal of the container by the landowner due to its prominent colour and location within the green belt. As the landowner has not submitted a planning application for its retention, they will now issue an enforcement notice that requires its removal.
	2. The Clerk reported that she had contacted McDonalds to see if they had a policy on litter. They have litter patrols and signage around their car parks and restaurants, and anti litter symbols are on all their packaging. They work with environmental charities, keep Britain tidy and Love where you live campaigns. They are aware that litter is often thrown further from their sites, and are trying to educate customers and also hold clean up events in hot spot areas. They state that they cannot put car registrations on packaging from the “drive thru’s”, due to the data protection act.
	3. Regarding the Flouch Roundabout correspondence was received after the last meeting from Anne Robinson of CPRE regarding project proposals for an Environmental Designated Fund within Highways England. She is putting a proposal together for various improvements along the A628, including landscaping at the Flouch roundabout and safety measures on the approach to the roundabout. The fund available is part of the HE road investment strategy and there is a large pot of money available for such improvements.
	4. Regarding requesting Parishioners’ email addresses, the Clerk has written a letter for residents. This was approved and it was agreed to distribute to residents by post.
	5. Quotes to install signage at the lay-by’s on the A628 and A616 were discussed at the meeting. The Clerk showed the signage available through BMBC and the cost of purchasing. A quote for installation was received from Lee Revitt. It was felt that the price quoted by BMBC was expensive. Councillors were not keen on the suggested signage and Councillor Howe will obtain prices for alternative designs. It was suggested that the signs could be installed on the fencing on the A616 lay-bys which are Yorkshire Water responsibility. Signage in the A628 lay-by would need permission from the Highways Agency.

*Resolved that Cllr Howe bring designs to the next meeting.*

**5.** **Planning Matters**

5.1 There was one new planning application.

* 2016/0006 –Daisy Hill Farm – agricultural building. It was agreed that there were no comments to be made.
* Update on application statuses:
* 2015/1330 – Heathercliffe Lodge – approved in January.
* 2015/1394 – Little Doubting Farm egg unit – approved in January.
* 2015/1447 – Little Doubting Farm workers dwelling – Withdrawn February.
* 2015/0459 –Fullshaw Cross agricultural building – applicant has appealed against the planning refusal.
* Building work at Rock House Farm on Brockholes Lane was noted, and Councillors questioned whether planning permission was obtained.

*Resolved that the Clerk investigate.*

* 6*.* Financial Matters

**6.1** The Clerk outlined the necessary payments for approval prior to the next business meeting including:-

* Clerk’s Monthly Salary - £173.84
* Vision ICT – website hosting - £252.00
* Came and Company – insurance - £164.25

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* **Resolved that all payments be approved.**
* The Precept for 2016/17 was discussed. The Clerk circulated a budget report for 2016/17 based on this year’s spending in conjunction with forecasted payments. The Clerk also circulated a variance report showing last year’s budget against actual spend. All items on the budget were agreed. The setting of the precept took into account the forecast spend and inflation, and factors such as the Local Council Tax support Grant and the possibility of future precept capping.

***Resolved to set a Precept of £3341, which is the same as last year. This will also be the budget for the year. This equates to an annual reduction of 15p per Band D property.***

* The transparency code was discussed with regards to the procurement of audit for authorities with a turnover of less than £25,000. It was agreed to opt in to the arrangement of having the new Sector Led Body appoint the auditor for Langsett PC.
* It was noted that a YLCA/NALC grant is available for smaller authorities to enable them to comply with the transparency code. The Clerk has checked Langsett PC’s circumstances with the YLCA and they have advised Langsett to apply to the fund for a laptop, scanner and staffing costs.

***Resolved that the Clerk submit an application ASAP.***

**7**. **Correspondence Received**.

**7.1** The Council went through the correspondence list and several items were noted.

**7.2** An article in the White Rose newsletter regarding agendas was discussed.

 ***Resolved that the Clerk include further detail in future agendas.***

**7.3** An invitation to a Hogwatch meeting was noted. No one was available to attend.

**7.4** A letter informing the PC of the closure of Penistone HSBC branch was noted.

**8**. **Councillors’ Report**

8.1 No borough Councillors were in attendance.

**9.** **General Parish Council Business**

**9.1Gilbert Hill Picnic Site**

Councillors compared the quotes received for tree work at Gilbert Hill.

It was agreed to ask Groundcare Grounds Maintenance to do the work.

Prices for installing the spare seat at Gilbert Hill and its current location at Paw Hill Farm were also discussed.

***Resolved that the Clerk instruct Groundcare to install the seat and cut back the trees discussed. The Clerk will ask Groundcare to transport the seat from the farm to the site.***

9.2 **Ward Alliance Update**

The Chair was unable to attend the most recent meeting, and therefore no update is available.

**10. Any Other Business**

**10.1** Cllr Hammond spoke about the situation on the Old Manchester Road, whereby \HGV’s frequently drive up the road and get stuck turning round, or turn around using residents drives. There is a sign saying “no through road” but it is too small and ignored. She feels a “residents only” would be useful.

***Resolved that the Clerk report the problem to BMBC and suggest that they speak to residents about a way forward.***

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

**11.1** Wednesday 16th March 2016 at 7.30pm at the Barn, Langsett.

Signed:

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