**Langsett Parish Council**

**Minutes of the Meeting Held**

**Wednesday 11th May 2016**

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

In attendance: No public.

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 **Public Participation**

None.

1. **Apologies**

Apologies were received and accepted from Cllr John Key and Cllr Sally Howe.

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

None.

**3. Appointment of Chair**

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

**4. Appointment of Vice Chair**

Nominations for the coming year were called for, Councillor Key was the uncontested nominee and he declared himself willing to stand and so was elected unopposed. A declaration of Acceptance of Vice Chair form will be signed at the next meeting.

**5. Minutes – 18th March 2016**

Amendment to 9.1: ‘Councillor Taylor reported that Parishioners felt that the site now looked bare.’

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

**6. Matters Arising**

6.1 The Clerk is still awaiting an update from BMBC Highways about the water at Cranberry Crossroads.

*It was resolved to keep chasing this*.

6.2 The application to the Transparency Fund was successful and the grant received. See financial matters.

6.3 In the absence of Cllr Howe, litter signs were not discussed.

*It was resolved to discuss litter sign designs and prices at the next meeting.*

6.4 The Clerk contacted Gordon Danks re permission to install signage on fencing. He has confirmed permission for the fences at the Flouch A616 and A628 lay-bys.

*It was resolved to attach signs to the fences at the back of each lay-by when signs are available.*

6.5 The Council discussed the reply from SYPTE regarding no bus routes through Langsett. A route through Langsett is not viable and residents are urged to use the BMBC door to door service if required*.* The alternative route going through Mortimer Lane was discussed.

*It was resolved to escalate the issue to Andrew Milner.*

6.6Councillors requested a copy of the electoral roll. The Clerk will arrange.

6.7 The Clerk will check the electoral roll for Rock House Farm, as it was queried whether it was in the Parish when there was a planning application. The Clerk stated that it is outside of the Parish boundary.

6.8 The mailing list that was previously set up was discussed.

 *It was resolved that Councillors will inform the Clerk if they feel something would be worth sending out to the mailing list. Invites to future Annual Meetings will be sent to the list.*

**7.** **Planning Matters**

7.1 There was one new planning application:

2016/0203 – Lower Belle Clive Farm – Agricultural building. Comments were that the building should be screened, and that it should be further from the main road. Comments have already been sent to the planning authority.

7.2 Update on previous applications:

* 2016/0145- Heathercliffe Lodge, agricultural building – approval granted.
* 2015/0459 – Agricultural building at Fullshaw Cross – Refuse - appeal dismissed.
* 2016/0115 – Little Doubting Farm – extension. Still under consideration.
* Container at Fullshaw Cross – to be served a removal notice by planning enforcement.

**8.Financial Matters**

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

* Clerk’s Monthly Salary - £173.84
* Diane Brown Internal Audit - £100.00
* Dell – Inspiron 15 3000 series Laptop - £319.00
* PC World – Canon LiDE 220 Scanner - £59.99
* Clerk – achieving/maintaining compliancy/and website training 2015/16 - £400.90
* ***Resolved that all payments be approved.***
* One bank transfer took place since the last meeting of £1000 from d/a to c/a.
* Receipt of £759.89 – Transparency Fund Grant, received in March.
* The Precept of £3341 was received on the 1st April.
* The Internal Auditor’s report was circulated and discussed.
* Items on the report to note were that a Parish Council internal controls document should be completed, and a reserve policy should be drawn up.

***Resolved that the Clerk complete for the next meeting.***

* The Clerk circulated Year End Accounts for the year ending 31st March 16 to Councillors. The Annual return and Annual Governance Statements were approved and signed by the Clerk and Chairman.
* It was noted that Microsoft Office software is required for the laptop.

***Resolved that the Clerk purchase before the 1 month trial expires.***

**9**. **Correspondence Received**.

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

* An invite to the Mayor’s Civic Service on the 16th of June in Barnsley was noted. No one was able to attend.
* The correspondence regarding Sheep worrying on the Moors was discussed.

***Resolved that the Clerk check whether signs have been put up.***

**10**. **Councillors’ Report**

 No District Councillors were in attendance.

**11.** **General Parish Council Business**

**11.1Gilbert Hill**

It was noted that the bench is due to be installed next week. Councillor Taylor will inform the farmer that the bench will be collected.

**11.2 Ward Alliance**

The Chair reported on the recent Ward Alliance meeting. He reported about a fatal accident at the crossroads in Dunford, and about the new head of highways in BMBC.

A summary of the Parish Councils discussions with BMBC regarding the AQMA has been given to Ward Councillor Milner. Councillor Milner has stated that he will raise the issue with the new head of Highways.

**12. Any Other Business**

**12.1** The Chair requested that magazines/newsletters are circulated amongst Councillors. This was agreed.

**12.2** Councillor Hammond reported that there has been a car parked in the lay-by on the A616 (closest to the Flouch), since the 4th February.

 ***Resolved that the Clerk report the car.***

***12.3*** The Chair noted an article in a recent PDNPA magazine by the new Chief Executive of the Authority.

 ***It was resolved to invite Sarah Fowler to a future Parish Council meeting.***

**13. Date of Next Meeting** Wednesday 6th July 2016 at 7.30pm at the Barn, Langsett.

Signed:

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