**Langsett Parish Council**

**Minutes of the Meeting Held**

**Wednesday 9th May 2018**

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

In attendance: Nick Baker (PDNPA).

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 **Public Participation**

None.

1. **Apologies**

None.

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

None.

**3. Appointment of Chair and Vice Chair**

Nominations for the coming year were called for Chair, 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.

Nominations for the coming year were called for Vice Chair, 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 was completed and signed.

**4. Co-option of New Councillor**

It was agreed to Co-opt Stephen Sedgwick to the Parish Council. A declaration of Acceptance of Office form was completed and signed.

**5**. **Guests**

The Chair welcomed Nick Baker to the meeting. Nick introduced himself and spoke about his background and former career. He has worked for the PDNPA for two years and has now joined as a Ranger for the West PDNP hub. Part of his role is outreach work, working in the villages outside of the park encouraging people into the park. Part of his role is funded by Yorkshire Water and this concerns keeping the area tidy, repairing fences, paths etc. He has a team of volunteers and members of the public that help with litter picking, emptying dog bins etc on any Yorkshire Water owned land.

Mr Sedgwick asked about the broken fencing on the edge of the quarry. Nick explained that he had recently requested for this to be mended.

**6. Minutes – 7th March 2018**

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

**7. Matters Arising**

7.1 The Clerk contacted BMBC highways regarding the speeding on Hartcliff Hill again. They have stated that as part of the ongoing austerity measures all highway matters have a substantially reduced budget and that all highway matters are being dealt with on a “worst first” basis. The method used to ascertain which issues are “worst” regarding traffic safety is to use the personal injury collision data obtained by the police. All crashes are recorded including causation factors, this data is investigated and then improvement works are programmed accordingly. The Councils policy is to resolve issues at the worst sites first. As there have been no recorded personal injury collisions at this site in the last 5 years, the site does not meet the criteria for further works or for additional signage.

7.2 The Clerk contacted BMBC again regarding their gritting policy for the A616 north of the Flouch roundabout. They have confirmed that they made a mistake and this is on the Primary gritting route. They stated that there could be several reasons why the gritter had been turned off, including that the grit is reduced as the speed of the vehicle is reduced to ensure the spread rate is consistent and it will have slowed to negotiate the roundabout. Secondly it may not have been a full grit programme and may have been a patrol doing wet spots or the grit may have run out.

7.3 The Clerk has requested replacement signage for the Gilbert Hill warning sign that has fallen.

7.4 The Chair enquired about works at Cranberry Crossroads, as there is still water on the road.

 *Resolved that the Clerk contact BMBC and find out when the work will take place.*

**8.** **Planning Matters**

8.1 There was one new planning application.

 2018/0395 – Flouch – office extension. There were no comments.

8.2 Update on previous applications:

* 2017/1366 – Flouch 3 new dwellings. This has been refused.
* 2017/0245 – Upper Belle Clive Farm – the applicants appeal to the secretary of state has been decided, and the appeal dismissed.
* 2018/0101 – Barn Conversion Fullshaw Lane – withdrawn.

**9.Financial Matters**

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

* Clerk’s Monthly Salary - £195.52
* Diane Brown Internal Audit - £109.75
* YLCA – Annual Membership - £119.00
* CPRE – Annual Membership - £36.00
* McAfee Livesafe subscription renewal - £89.99
* ***Resolved that all payments be approved.***
	1. The Precept of £3500 was received on the 31st March.
	2. The Internal Auditor has completed her audit. The report was noted, and the Council discussed various ideas for spending the reserves, including installing a new bench somewhere in the village and putting historic photos on the wall in Langsett Barn. The Clerk will ask the PDNPA about permission to do this.
	3. The Clerk circulated Year End Accounts for the year ending 31st March 18 to Councillors.
	4. The Annual Governance Statement was approved and signed by the Clerk and Chairman.
	5. The Accounting Statement was approved and signed by the Clerk and Chairman.
	6. The Audit exemption statement was approved and signed by the Clerk and Chairman and this will be sent to the external auditor.
	7. All documents will be published on the website.

**10**. **Correspondence Received**.

* The Council went through the correspondence list and several items were noted.
* An invite to the Barnsley Mayor’s Civic Service in June was noted. No one was able to attend.
* A thank you letter from Mr and Mrs Liles was acknowledged for the Charity of Samuel Wordsworth donation.

**11**. **Councillors’ Report**

 No District Councillors were in attendance.

**12.** **General Parish Council Business**

**12.1GDPR**

The Clerk updated the Council on GDPR and produced a data audit for Langsett PC.

The Clerk will arrange for a privacy notice to go on the website and will email the mailing list with the link and explanation of how their data will be used by the Council.

The Clerk will be attending a meeting at BMBC in June regarding their DPO service.

**12.2 Ward Alliance**

The Chair did not attend the last meeting.

**12.3** **HE Trans Pennine Upgrade**

It was noted that the Chair reported on this during the Chairman’s report earlier in the evening.

**12.4** **Langsett AQMA**

It was noted that traffic monitoring had taken place in March for a couple of weeks, however this was when there was a lot of snow, and Gilbert Hill was impassable for much of this. Therefore, the monitoring wouldn’t have captured normal traffic conditions.

***Resolved that the Clerk contact Chris Shields for an update and to discuss the road conditions during the monitoring period.***

**12.5** **Clerk Vacancy**

The Chair reported that he has accepted the resignation of the Clerk with effect from the 9th May. The Clerk explained her reasons and stated that she is flexible and will stay until a suitable replacement is recruited. She circulated a draft advert, job description and person specification. These were agreed and timescales and procedure for finding a new Clerk were discussed.

***Resolved that the Clerk start the recruitment process.***

**13. Any Other Business**

**13.1 T**he Chair and Cllr Sedgwick reported fly tipping on the A628.

***Resolved that the Clerk report to BMBC.***

**13.2** The Chair suggested inviting Caroline L’Aime to the next Parish Council meeting to discuss with her how we may best reach out to people in the Parish.

***Resolved that the Clerk contact Caroline.***

**14. Date of Next Meeting** Wednesday 4th July 2018 at 7.30pm at the Barn, Langsett.

Signed:

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