

LANGTHORPE PARISH COUNCIL

NOTICE OF MEETING

10 May 2016

To: **The Members of Langthorpe Parish Council**

Dear Councillors:

I hereby summon you to the following meeting of **LANGTHORPE PARISH COUNCIL** to be held at Coronation Hall, Milby, North Yorkshire YO51 9BL:

ANNUAL MEETING TUESDAY 17 May 2016 at 7.40pm

Please see the Agenda for the meeting below:

Yours faithfully

H Heavisides
Clerk of the Council
07903 851419

Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.

ANNUAL MEETING AGENDA – Tuesday 17 May 2016 7.40pm

(Members of the public and press have the right to address the Council between 7.45pm and 7.55pm unless agreed otherwise prior to the Meeting)

- 1) Election of Chairman 2016/17
- 2) Acceptance of Office
- 3) To accept apologies and reason for absence
- 4) Declarations of interest in items on the Agenda
- 5) Election of Vice-Chairman 2016/17
- 6) Declaration of Acceptance of Office – To consider the date for Councillors to sign Acceptance of Office if not already done so.
- 7) To give a vote of thanks to retiring councillors
- 8) Public Questions or Statements
- 9) To consider excluding the public from item 8a
- 10) To consider applications for Co-option to Langthorpe Parish Council
 - a) To discuss the applications
 - b) To ratify the co-option of 2 councillors to Langthorpe Parish Council
- 11) Approval of the Minutes of the Meeting held on 15 March 2016
- 12) Appointments of councillors to working groups, as representatives and with responsibilities.
- 13) Matters Arising (not covered elsewhere)
 - a) Harrogate Borough Council (HBC)
 - b) North Yorkshire County Council (NYCC)
- 14) Correspondence as received by 9 May 2016
 - a) To receive a request from the Chamber of Trade to donate and extra £200 to the provision of Christmas Lights
 - b) To receive information on the changes to supported bus services from May 2016
 - c) To receive an invitation to attend a celebration of the Queen's 90th Birthday
 - d) To receive a request to investigate the cutting of the hedge on public footpath from Skelton Road to Old Hall Campsite.

Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.

15) Financial

- a) To receive the following year end internal audit reports and note any recommendations:
 - i) Finance Report
 - ii) Internal control report
 - iii) Peer group audit report
- b) To agree, and sign, the annual governance statement of the Annual Return for the financial year ending 31 March 2016.
- c) To consider, approve by resolution and sign the accounting statement of the Annual Return 2015/16.
- d) To receive the bi-monthly bank reconciliation
- e) To confirm renewal of public/employer's liability insurance premium.
- f) To receive invoices/salaries to be paid (List below):

100795	Zurich Insurance – 2016/17 Insurance	£1,119.62
100796	Clerk's Expenses - Printer Ink	£43.99
	Standing Order Clerk's Wages – 2 months	£180.00
TOTAL		£1,343.61

g)	To receive list of receipts (List below):	
	Interest – Money manager Account	£ .90
	Cottage Rents March/April	£1,730.00
	VAT Refund	£288.13
	Total	£2,019.03

- h) To receive an update on the clerk's overtime.
- i) To agree to the annual subscription of Office 365 and computer security software.
- j) To receive a request to support Kirby Hill Church refurbishment fund.

16) Planning –

a) To consider the under-mentioned planning applications:

- i) **6.56.10.C.REM 16/01119/REM**
Reserved matters under outline permission 6.56.10.B.OUT for the erection of 4 dwellings with access, appearance, landscaping, layout and scale considered (Site Area 0.28)
Land at Back Lane, Langthorpe North Yorkshire
- ii) **6.56.89.D.FUL 16/01630/FUL**
Conversion of 1 dwelling into 2 dwellings with associated car parking (Site Area 0.07ha)
Greenacres Skelton Road Langthorpe York North Yorkshire YO51 9BZ

b) To consider the following notifications:

- i) **Planning Re-enforcement: Case No. 16/00124/TREES**
Illegal felling of mature fir tree in the Conservation Area
5 Waterside Langthorpe North Yorkshire YO51 9GE
- ii) **Decision Notification: 16/04409/FUL**
Erection of single storey extension and part-demolition of kitchen extension
Fernbank 9 The Terrace Leeming Lane Langthorpe North Yorkshire YO51 9DQ
Approved
- iii) **Decision Notification: 16/00268/FUL**
Erection of new office and workshop building and external storage shelter
High Moor Yard High Moor Road Skelton-on-Ure North Yorkshire YO51 9DZ
Approved
- iv) **Approval of TPO 1/2016 – Land North of Langthorpe Villa Skelton Road Langthorpe**

17) Reports

- i) Emergency Committee – To receive an update on emergency committee activities. (MJC)
- ii) Safer Neighbourhood Group – To receive a report from the meeting of 21 April 2016 (MJC)

18) Agenda Items

- a) Council Policies:
 - i) To approve the draft Council Code of Conduct
 - ii) To approve the draft Publication Scheme
- b) Highways
 - i) To receive an update on drainage in the Parish
 - ii) To discuss the potholes in the Parish
- c) Cottages – To receive a report on the cottages
- d) Commuted Sums – To receive information on commuted sums
- e) Play Area –
 - i) To agree councillor cleaning rota until July 2016
 - ii) To receive an update on costs for required repairs
- f) Picnic Area – To receive an update on arrangements for replacement of rubbish bins
- g) Street Lights – To receive an update on street lighting in the parish
- h) Web Site – To receive an update on the parish council website
- i) Welcome Pack – To receive an update on the parish welcome packs

19) To confirm future meetings of Langthorpe Parish Council for 2016 at 7.30pm at Coronation Hall, Milby:

19th July, 20th Sept, 15th Nov

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with LPC's adopted policy to effectively and lawfully manage this activity.