



# Langar cum Barnstone Parish Council

Clerk:  
Mrs Claire Pegg  
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Dear Councillor,

You are hereby summoned to attend the Parish Council meeting to be held on **Thursday 16<sup>th</sup> February 2017 commencing at 7.30pm at Barnstone Village Hall, Main Road, Barnstone**

*CJ Pegg*

Claire Pegg Parish Clerk Dated: Thursday 9<sup>th</sup> February 2017

## A G E N D A

- 1 Declaration of Interests
- 2 Apologies for absence
- 3 Approval of Minutes of the Meeting held on 19<sup>th</sup> January 2017
- 4 Matters Arising (*for information only*)
- 5 Public Open Session
- 6
  - a) Police reports –
  - b) Borough/County Councillor Reports
- 7 Community Field:
  - a) New Field gate
- 8 Parish Warden reports
  
- 11 PLANNING
  - a) Planning Notifications received:  
None received to date
  - b) Planning applications received:
    - 1 17/00034/FUL Holly House, Main Street Langar  
Single storey rear extension
  
    - 2 17/00206/FUL 100 Main Road, Barnstone  
Single storey rear extension
  
- 12 FINANCE
  - a) Financial Statement and bank reconciliation: (*reports attached at Appendix 1 & 2 for information*)
  - b) Accounts Paid prior to meeting:  
Appendix 3 attached
  - c) Accounts for Payment at meeting:  
Appendix 4 attached
  - d) Village Hall accounts:

- e) **Parish Council Forward Plan:** *(document attached at Appendix 5 for information)*
- f) **Appointment of Internal Auditor:**
- g) **Risk Management Scheme:**
- h) **NALC External Audit Briefing 8 March 2017:**

**Matters for consideration**

- 13 **CPD – Software/Design training,** *(document attached at Appendix 6 for information):*
- 14 **Bingham Road C28: including:**
  - a) **Traffic count**
- 15 **Councillors' reports:**
- 16 **Correspondence including:**
- 17 **Date of next meeting:**

Members of the public are welcome to attend all Parish Council meetings. There is a 15 minute Open Session at the start of each meeting, for residents to raise items of interest or ask questions.

A full set of meeting papers is available on application to the Clerk, above, or at [www.langarbarnstone.co.uk](http://www.langarbarnstone.co.uk)

## Langar cum Barnstone Parish Council

**Bank Reconciliation at 31/01/2017**

Cash in Hand 01/04/2016

58,229.94

**ADD**

Receipts 01/04/2016 - 31/01/2017

44,479.34

102,709.28

**SUBTRACT**

Payments 01/04/2016 - 31/01/2017

40,319.65

**A Cash in Hand 31/01/2017****62,389.63**

(per Cash Book)

Cash in hand per Bank Statements

Cash	31/01/2017	100.00
TSB Current Account	31/01/2017	12,335.31
TSB Deposit Account	31/01/2017	10,054.32

**22,489.63**

Less unrepresented cheques

As attached

100.00

22,389.63

Plus unrepresented receipts

As attached

40,000.00

**B Adjusted Bank Balance****62,389.63****A = B Checks out OK**

**Langar cum Barnstone Parish Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name**

<b>2 CHURCHYARD</b>			<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fw d.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
20	CHURCHYARD	0.00	0.00	0.00	500.00	500.00	0.00
21	CHURCH CLOCK	0.00	0.00	0.00	100.00	120.00	-20.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>600.00</b>	<b>£620.00</b>	<b>-20.00</b>

<b>3 BARNSTONE VILLAGE HALL</b>			<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fw d.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
30	VILLAGE HALL EXPENSES	0.00	0.00	9.20	1,500.00	945.90	563.30
31	VILLAGE HALL EQUIP	0.00	0.00	0.00	1,600.00	3,290.48	-1,690.48
32	VILLAGE HALL UTILITIES	0.00	0.00	86.98	2,080.00	1,896.72	270.26
910	VILLAGE HALL	0.00	0.00	0.00	1,500.00	1,248.00	252.00
912	VILLAGE HALL INCOME	0.00	3,000.00	0.00	0.00	0.00	-3,000.00
		<b>£0.00</b>	<b>3,000.00</b>	<b>£96.18</b>	<b>6,680.00</b>	<b>£7,381.10</b>	<b>-3,604.92</b>

<b>4 VILLAGE AMENITIES</b>			<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fw d.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
40	WAGES (LITTER PICKING)	0.00	0.00	0.00	1,500.00	1,223.00	277.00
41	LITTER PICK EQUIP	0.00	0.00	0.00	25.00	11.66	13.34
43	PARISH GROUNDS MAINT	0.00	0.00	0.00	300.00	180.00	120.00
45	SPEEDWATCH	0.00	0.00	0.00	0.00	0.00	0.00
46	PARISH MAINTENANCE	0.00	0.00	0.00	0.00	83.15	-83.15
911	PARISH LENGTHSMAN	0.00	0.00	850.00	1,500.00	919.36	1,430.64
913	VILLAGES IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
914	PARISH CRAFTSMAN	0.00	0.00	0.00	1,500.00	1,248.00	252.00
		<b>£0.00</b>	<b>0.00</b>	<b>£850.00</b>	<b>4,825.00</b>	<b>£3,665.17</b>	<b>2,009.83</b>

<b>5 BARNSTONE PLAY AREA</b>			<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fw d.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
50	PLAY EQUIP	0.00	0.00	0.00	350.00	90.00	260.00
51	PLAY AREA GRASS	0.00	0.00	0.00	600.00	560.00	40.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>950.00</b>	<b>£650.00</b>	<b>300.00</b>

<b>6 ADMINISTRATION</b>			<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fw d.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
600	CLERK'S SALARY	0.00	0.00	927.27	9,000.00	8,737.90	1,189.37
601	INSURANCE	0.00	0.00	0.00	580.00	574.44	5.56
602	SUBS/TRAINING	0.00	0.00	0.00	625.00	345.36	279.64
603	S137	0.00	0.00	0.00	25.00	25.00	0.00
604	WEB SITE	0.00	0.00	0.00	300.00	176.78	123.22
605	ROOM HIRE	0.00	0.00	0.00	200.00	150.00	50.00
606	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
607	OFFICE EXPENSES	0.00	0.00	0.00	750.00	1,054.77	-304.77
608	TAXI VOUCHER SCHEME	0.00	0.00	0.00	700.00	195.00	505.00
609	AUDIT FEES	0.00	0.00	0.00	400.00	400.00	0.00
610	CHAIRMAN'S ALLOWANCE	0.00	0.00	0.00	25.00	20.00	5.00
611	INVESTMENT INTEREST	0.00	0.00	3.79	0.00	0.00	3.79
612	PRECEPT	0.00	0.00	35,791.50	0.00	0.00	35,791.50
613	VAT REFUND	0.00	0.00	0.00	0.00	0.00	0.00
614	BANK CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
615	LOAN REPAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00
616	DONATIONS	0.00	0.00	0.00	300.00	180.00	120.00
		<b>£0.00</b>	<b>0.00</b>	<b>£36,722.56</b>	<b>12,905.00</b>	<b>£11,859.25</b>	<b>37,768.31</b>

7 PROMOTIONAL ACTIVITIES			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
70	NEWSLETTER	0.00	0.00	15.00	800.00	672.80	142.20
71	LCB FESTIVAL	0.00	0.00	0.00	0.00	92.57	-92.57
72	COMMUNITY	0.00	0.00	841.60	100.00	767.78	173.82
74	CUSHION CLUB	0.00	0.00	184.00	200.00	224.04	159.96
		<b>£0.00</b>	<b>0.00</b>	<b>£1,040.60</b>	<b>1,100.00</b>	<b>£1,757.19</b>	<b>383.41</b>

  

8 WORKS LANE FIELD			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
80	FACILITIES	0.00	0.00	0.00	0.00	0.00	0.00
81	EQUIPMENT/MAINT	0.00	0.00	0.00	0.00	120.47	-120.47
83	FOOTBALL FIELD	0.00	0.00	0.00	500.00	783.00	-283.00
84	FIELD HIRE INCOME	0.00	900.00	770.00	0.00	0.00	-130.00
		<b>£0.00</b>	<b>900.00</b>	<b>£770.00</b>	<b>500.00</b>	<b>£903.47</b>	<b>-533.47</b>

  

9 EARMARKED RESERVES			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
901	ELECTION FUND	0.00	0.00	0.00	0.00	0.00	0.00
902	TRANSPORT FUND	3,000.00	0.00	0.00	0.00	0.00	3,000.00
905	YOUTH PROVISION	0.00	0.00	0.00	0.00	0.00	0.00
907	TAXI VOUCHER SCHEME	897.00	0.00	0.00	0.00	0.00	897.00
908	GENERAL RESERVE	16,262.00	0.00	0.00	0.00	0.00	16,262.00
909	BARNSTONE GYM	10,000.00	0.00	5,000.00	0.00	9,995.00	5,005.00
915	LANGAR GYM EQUIPMENT	10,000.00	0.00	0.00	0.00	0.00	10,000.00
916	VILLAGE	3,000.00	0.00	0.00	0.00	0.00	3,000.00
917	VILLAGE INTERPRETATION	1,000.00	0.00	0.00	0.00	0.00	1,000.00
		<b>£44,159.00</b>	<b>0.00</b>	<b>£5,000.00</b>	<b>0.00</b>	<b>£9,995.00</b>	<b>39,164.00</b>

  

<b>NET TOTAL</b>		<b>£44,159.00</b>	<b>3,900.00</b>	<b>£44,479.34</b>	<b>27,560.00</b>	<b>£36,831.18</b>	<b>75,467.16</b>
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**Item 12e)**

**Langar cum Barnstone Parish Council – Proposal for Forward Plan 2017-2020**

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**Facilities on Community Field, Works Lane – approx. 1-2 year timescale**

The Parish Council currently leases a field from Tarmac which is regularly used, particularly in the spring/summer season, by Belvoir Archers, and a MUGA & Skatebowl which are used by footballers and skateboarders.

There are currently no toilet facilities on the field and it is proposed that simple portaloos-style facilities are provided within a secure, lockable compound for access only by key holders.

Quotations will be sought to establish the cost of this project.

**Village Hall – approx. 4-5 year timescale**

The Village Hall in Barnstone was built in 1922. Over the years the building has undergone various alterations and extensions.

Approximately ten years ago, a project began to design & build a new village hall on the Community Field, however, this scheme failed due to lack of funding.

In December 2014 an internal refurbishment was carried out in order to make the existing hall compliant with regulations and bring it up to date, with new disabled facilities, kitchen, wiring, heating and decoration. Since then, minor maintenance works have been carried out to ensure the building is weatherproof and various items of equipment have been added or replaced. It was intended in 2014 that the refurbishment would be a medium term solution to see the building through the following 5-10 years.

A number of improvements have recently been considered including external wall /roof insulation, and an extension to provide a smaller meeting/storage room. The cost of such improvements/additions could easily run to over £100K, without any structural improvement to the main building, which is nearing its centenary.

It has therefore been proposed to earmark parish council reserves of approx. £30K per year over a period of 4-5 years with a view to rebuilding the village hall from scratch. In addition, community fundraising events could make a contribution and may enable access to other funding streams. Any funding shortfall could be covered by a small Public Works Loan.

In the first instance, advice on the feasibility of such a project will be sought from the Borough Planning Dept and in due course an architect will be consulted to provide a design and approximate cost for this project.

Cllr R Brooks

16<sup>th</sup> February 2017

**Item 13**

**CPD – Design/Software training**

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The quarterly Signpost newsletter has been collated and edited on a voluntary basis for a number of years. As a result of discussion at the Big Ideas Business event in January, an opportunity has arisen for the Editor and the Clerk to undertake design/software training which will upgrade and develop the existing newsletter format.

The following quotation has been received from Steve Crofts of Glowmedia:

Initial 2 hour session with a further 2 hours if required.

The structure of the initial 2 hours is flexible but could contain the following elements:

1. Getting to know the software
2. Planning for an issue of the newsletter
3. Looking at fonts and font sizing
4. Get inspiration for the layout design
5. Optimising images
6. Creating templates to re-use
7. Considerations for putting it all together.

Charged at £50+VAT per hour.

Recommendation by the Clerk, C Pegg