



Langar cum Barnstone Parish Council

Clerk:
Mrs Claire Pegg
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Barnstone
Nottingham
NG13 9JG

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Dear Councillor,

You are hereby summoned to attend the Annual Parish Council meeting to be held on **Thursday 17th May 2018 commencing at 7.30pm at Barnstone Village Hall, Main Road, Barnstone**

Claire Pegg Parish Clerk Dated: Thursday 10th May 2018

- 1 **Declaration of Interests**
- 2 **Election of Chairman & Signing of Declaration of Acceptance of Office**
- 3 **Election of Vice Chairman & Signing of Declaration of Acceptance of Office**
- 4 **Apologies for absence**
- 5 **Approval of Minutes of the Meeting held on 19th April 2018**
- 6 **Matters Arising** (*for information only*)
- 7 **Village Hall including:**
 - a) **Appointment of Parish Council representative to Village Hall Cttee**
- 8 **Public Open Session**
- 9 **a) Police reports –**
b) Borough/County Councillor Reports

10 **PLANNING**

Planning Notifications – none received:

Planning Applications

- 1 **18/00908/FUL Gwenlyn, Works Lane, Barnstone**
Proposed rear dormer window

11 **FINANCE**

- a. **Financial Statement and bank reconciliation 30 April 2018:** (*reports attached at Appendices 1&2*)
- b. **Accounts Paid prior to meeting:**
 - i. **Appendix 3 attached**
- c. **Accounts for Payment at meeting:**
 - i. **Appendix 4 attached**
- d. **Village Hall accounts, including:**
 - i. **Bank Reconciliation 30 April 2018** (*attached at Appendix 5*)

- ii. **Accounts Paid & for Payment for report only** (*attached at Appendices 6 & 7*)
- e. **Annual Return 2017/2018 including:** (*documents emailed prior to meeting*)
 - 1. **Approval of Annual Governance Statement**
 - 2. **Approval of Annual Accounting Statement**
 - 3. **Report of Internal Auditor**
- f. **Local Council Insurance quotation – Came & Co** (*documents emailed prior to meeting*)
- g. **Clerk's pay award 2018/2019**

Matters for consideration

- 12 **Borough Tree protection & promotion scheme**
- 13 **Local Plan part 2 consultation**
- 14 **GDPR Compliance** (*documents emailed prior to meeting*)
 - a) To consider the appointment of a Data Protection Officer
 - b) To adopt the Data Map
 - c) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy
 - d) To adopt the Privacy Notices
 - e) To receive completed Security Compliance Checklists from all Councillors
 - f) To note that the council is already registered as a Data Controller with the ICO
- 15 **Councillors' reports:**
- 16 **Correspondence including:**
- 17 **Date of next meeting:**

Private & Confidential Business

In accordance with Section 1(2) of the Public Bodies Admissions to Meetings Act 1960 it is resolved that, due to the confidential nature of the business to be transacted, the public and press are asked to leave the meeting during consideration of:

- 18 **Employees**
- 19 **Community**

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.langarbarncstone.co.uk

Langar cum Barnstone Parish Council

Bank Reconciliation at 30/04/2018

Cash in Hand 01/04/2018

76,153.94

ADD

Receipts 01/04/2018 - 30/04/2018

17,803.50

93,957.44

SUBTRACT

Payments 01/04/2018 - 30/04/2018

1,635.15

A Cash in Hand 30/04/2018
(per Cash Book)

92,322.29

Cash in hand per Bank Statements

Cash	30/04/201	36.22
TSB Current Account	30/04/201	42,202.77
TSB Deposit Account	30/04/201	50,083.30

92,322.29

Less unrepresented cheques

As attached

0.00

92,322.29

Plus unrepresented receipts

As attached

0.00

B Adjusted Bank Balance

92,322.29**A = B Checks out OK**

Langar cum Barnstone Parish Council
Net Position by Cost Centre and Code to 30 April 2018

Cost Centre Name

2 CHURCHYARD			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
20	CHURCHYARD	0.00	0.00	0.00	500.00	0.00	500.00
21	CHURCH CLOCK	0.00	0.00	0.00	155.00	0.00	155.00
		£0.00	0.00	£0.00	655.00	£0.00	655.00

4 VILLAGE AMENITIES			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
40	WAGES (LITTER PICKING)	0.00	0.00	0.00	1,628.24	108.72	1,519.52
41	LITTER PICK EQUIP	0.00	0.00	0.00	50.00	0.00	50.00
43	PARISH GROUNDS MAINT	0.00	0.00	0.00	600.00	50.00	550.00
45	SPEEDWATCH	0.00	0.00	0.00	0.00	0.00	0.00
46	PARISH MAINTENANCE	0.00	0.00	0.00	400.00	0.00	400.00
911	PARISH LENGTHSMAN	0.00	0.00	0.00	2,035.80	162.05	1,873.75
913	VILLAGES IMPROVEMENT	0.00	0.00	0.00	600.00	0.00	600.00
914	PARISH CRAFTSMAN	0.00	0.00	0.00	1,628.24	99.53	1,528.71
		£0.00	0.00	£0.00	6,942.28	£420.30	6,521.98

5 BARNSTONE PLAY AREA			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
50	PLAY EQUIP	0.00	0.00	0.00	90.00	0.00	90.00
51	PLAY AREA GRASS	0.00	0.00	0.00	600.00	50.00	550.00
		£0.00	0.00	£0.00	690.00	£50.00	640.00

6 ADMINISTRATION			Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Budget	Actual	Budget	Actual	Budget
600	CLERK'S SALARY	0.00	0.00	0.00	11,000.00	909.10	10,090.90
601	INSURANCE	0.00	0.00	0.00	665.00	0.00	665.00
602	SUBS/TRAINING	0.00	0.00	0.00	625.00	0.00	625.00
603	S137	0.00	0.00	0.00	25.00	0.00	25.00
604	WEB SITE	0.00	0.00	0.00	100.00	0.00	100.00
605	ROOM HIRE	0.00	0.00	0.00	200.00	44.00	156.00
606	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
607	OFFICE EXPENSES	0.00	0.00	0.00	1,700.00	72.29	1,627.71
608	TAXI VOUCHER SCHEME	0.00	0.00	0.00	450.00	45.00	405.00
609	AUDIT FEES	0.00	0.00	0.00	300.00	0.00	300.00
610	CHAIRMAN'S ALLOWANCE	0.00	0.00	0.00	25.00	0.00	25.00
611	INVESTMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
612	PRECEPT	0.00	0.00	17,738.50	0.00	0.00	17,738.50
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	0.00	300.00
		£0.00	0.00	£17,738.50	15,390.00	£1,070.39	32,058.11

7 PROMOTIONAL ACTIVITIES

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
70	NEWSLETTER	0.00	0.00	0.00	600.00	0.00	600.00
71	LCB FESTIVAL	0.00	0.00	0.00	100.00	0.00	100.00
72	APPLE DAY	0.00	0.00	0.00	100.00	0.00	100.00
74	COMMUNITY	0.00	0.00	0.00	100.00	0.00	100.00
		£0.00	0.00	£0.00	900.00	£0.00	900.00

8 WORKS LANE FIELD

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			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	200.00	0.00	200.00
83	FOOTBALL FIELD	0.00	0.00	0.00	600.00	50.00	550.00
84	FIELD HIRE INCOME	0.00	900.00	65.00	0.00	0.00	-835.00
		£0.00	900.00	£65.00	800.00	£50.00	-85.00

9 EARMARKED RESERVES

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
901	ELECTION FUND	1,000.00	0.00	0.00	0.00	0.00	1,000.00
902	TRANSPORT FUND	3,000.00	0.00	0.00	0.00	0.00	3,000.00
907	TAXI VOUCHER SCHEME	1,000.00	0.00	0.00	0.00	0.00	1,000.00
908	GENERAL RESERVE	2,500.00	0.00	0.00	0.00	0.00	2,500.00
916	VILLAGE IMPROVEMENTS	25,000.00	0.00	0.00	0.00	0.00	25,000.00
		£32,500.00	0.00	£0.00	0.00	£0.00	32,500.00

NET TOTAL

£32,500.00	900.00	£17,803.50	25,377.28	£1,590.69	73,190.09
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Langar cum Barnstone Village Hall

Bank Reconciliation at 30/04/2018

Cash in Hand 01/04/2018

26,383.13

ADD

Receipts 01/04/2018 - 30/04/2018

1,446.00

27,829.13

SUBTRACT

Payments 01/04/2018 - 30/04/2018

2,082.36

A Cash in Hand 30/04/2018
(per Cash Book)

25,746.77

Cash in hand per Bank Statements

Cash	30/04/201	52.16
Nat West	30/04/201	25,694.61

25,746.77

Less unrepresented cheques
As attached

0.00

25,746.77

Plus unrepresented receipts
As attached

0.00

B Adjusted Bank Balance**25,746.77****A = B Checks out OK**

APPENDIX 6

LANGAR CUM BARNSTONE VILLAGE HALL PAYMENTS FOR REPORT

ACCOUNTS PAID 17 MAY 2018

DD	BT V HALL BROADBAND	£	51.48
DD	RBC NON DOMESTIC RATES	£	96.93
DD	WATER PLUS - V HALL WATER BILL	£	12.60
DD	EON - V HALL ELECTRICITY	£	342.12

£ 503.13

APPENDIX 7

ACCOUNTS FOR PAYMENT 19 APRIL 2018

	WAGES M2	£	134.32
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£ 134.32
