

## LANGAR CUM BARNSTONE PARISH COUNCIL

Minutes of the Parish Council meeting held at Langar School, Barnstone Road, Langar, commencing at 7.30pm on Thursday 9<sup>th</sup> January 2020.

*Present: Cllrs A Bellamy, J Fry (Chairman), C Harper, J Holland, K Morris, N Pulford, K Risk, T Simpson.*

*In attendance County Cllr N Clarke, Borough Cllr S Bailey*

### **1/20/1 Declaration of Interest:**

Cllr Harper declared a personal interest in Item 9c) as husband of J Harper

### **1/20/2 Apologies for Absence:**

Apologies received from County Cllr F Purdue Horan, Borough Cllr T Combella & PC C Voce.

### **1/20/3 Approval of Minutes of the Meeting held on 12<sup>th</sup> December 2019:**

It was **RESOLVED** to approve the minutes of the above meeting which were duly signed by the Chairman.

### **1/20/4 Matters for Report:**

The Chairman reported that the Clerk had made contact with Derek Hayden, at RBC, in connection with advice on the Play area.

### **1/20/5 Village Hall including:**

No matters for report.

### **1/20/6 Public Open Session**

No members of the public present.

### **1/20/7 a) Police Reports**

The latest Stakeholder Update had been circulated on 2<sup>nd</sup> January.

### **b) Borough/County Cllr Reports**

Cllr Bailey reported that:

- the two applications for new properties adjacent to Romney House were being considered as a development of thirteen properties which would attract CIL (Community Infrastructure Levy) funding and invoke a clause to include social housing. The former Conservation Officer, James Bate, was minded not to approve the second application (19/01282/FUL) for reasons of orientation, parking and archaeological interest.
- A decision on the Village Hall application was expected soon.

Cllr Clarke reported that the proposed Interactive sign on Musters Road would be installed by the end of the financial year.

### **1/20/8 Planning**

#### **Planning Notifications**

1. **REF: 19/02570/FUL** Ashfield, Main Road, Barnstone

Two storey side extension, two storey rear extension and single storey front extension.

#### **GRANT PLANNING PERMISSION**

2. **REF: 19/02459/FUL** 21 Langar Woods Park Homes, Harby Road, Langar  
Erection of conservatory to side

#### **GRANT PLANNING PERMISSION**

### Planning Applications:

1. **19/02810/FUL** Interflex Ltd, Unit 10 Langar Industrial Estate South, Harby Lane, Langar.  
Erection of a single storey industrial building ancillary to existing operations at Interflex Ltd.
2. **19/02819/FUL** Naturescape Wildflower Farm, Coach Gap Lane, Langar  
Polythene tunnel for drying wildflower seeds in
3. **19/02822/FUL** Naturescape Wildflower Farm, Coach Gap Lane, Langar  
Erection of building to store and process wildflower seeds

It was **RESOLVED** to submit a response of NO OBJECTION to the above three applications.

### 1/20/9 Finance

- a) **Financial Statement and bank reconciliation to 31<sup>st</sup> December 2019.**  
*(reports attached at Appendices 1 & 2 for information.*

- b) **Accounts Paid prior to meeting** *(report attached at Appendix 3 for information).*

- c) **Accounts for Payment at meeting** *(report attached at Appendix 4 for information.*

It was **RESOLVED** to approve the above Accounts Paid & Accounts for Payment subject to the addition of the following invoices received too late for inclusion on the agenda:

FPO Bingham Cabs – taxi vouchers	£115.00
FPO LcB VH – room hire	£33.00

- d) **Village Hall Accounts:**

a) Bank reconciliation to 31<sup>st</sup> December 2019 *(Appendix 5 attached)*

b) Accounts Paid and for Payment for Report only *(Appendices 6 & 7 attached).*

- e) **Budget 2020/2021:**

It was **RESOLVED** to approve the Budget (attached as Appendix 8)

- f) **Precept 2020/2021**

It was **RESOLVED** to approve the Precept as follows:

PRECEPT CALCULATION 2020/2021			
TOTAL REVENUE BUDGET		£	31,094.00
RESERVES		£	8,600.00
SUBTOTAL		£	<b>39,694.00</b>
LESS EXPECTED INCOME		£	900.00
PRECEPT REQUIREMENT		£	<b>38,794.00</b>
BAND D EQUIVALENT EQUALS PRECEPT DIVIDED BY TAX BASE			
		£	108.97
(Full details of 2020/2021 budget can be obtained from the Clerk)			

## **Matters for Consideration**

### **1/20/10 VE Day Celebrations:**

It was **RESOLVED** that:

- the Parish Council would provide support to any event being run.
- The Clerk to inquire of RBL whether they intend to hold an event.
- Lamp post poppies would be displayed around the date. Additional poppies to be purchased.

### **1/20/11 Bingham Neighbourhood Plan consultation:**

Cllr Pulford had agreed to attend the meeting on behalf of the Parish council.

Points for discussion included:

- Whether Bingham should become a Hub for local villages, issues included parking, public transport.
- Issues regarding facilities included Leisure, Banking & Retail.

### **1/20/12 LcB Social Media Policy:**

It was **RESOLVED** to circulate the draft policy for discussion & adoption at the next meeting.

### **1/20/13 LcB Lone Working Policy & Employee Risk Assessment:**

It was **RESOLVED** to circulate the draft policy for discussion at the next meeting and to include councillors' suggestions, if any.

### **1/20/14 Date & format of Annual Parish Meeting (APM):**

The following points were raised in discussion:

- Separate APM from council meeting
- Hold APM on weekend in May
- Invite lead speaker
- Invite community representatives to give a short resume of activities
- Include light buffet
- Create flyers

### **1/20/15 Highway Matters update:**

The Clerk reported that a request had been received for an additional interactive speed sign to be located on Main Road Barnstone.

### **1/20/16 Councillors' Reports:**

- Cllr Bellamy reported that hedge plants for the Pond area would be delivered between 28 February – 13 March.
- Cllr Simpson reported that the CRS meeting would be held in Granby Village Hall on Monday 3<sup>rd</sup> February at 7.30pm.
- Cllr Risk reported on lack of hedging at the Unicorns Head.
- Cllr Harper requested pedestrian only access behind Tarmac site.
- Cllr Hollands inquired on the status of the proposed Metropolitan development on Orchard Close.
- Cllr Pulford reported the amount of mud/overgrowth on the Main Road pavements between St Mary's Church and the public footpath.
- Cllr Morris reported that Delucys Deli had closed at Christmas.

### **1/20/17 Correspondence:**

There was no correspondence to report.

**1/20/18 Date of next meeting**  
**Thursday 13<sup>th</sup> February 2020**

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:

**1/20/19 Private and Confidential Business:**

**1 Operation London Bridge**

It was **RESOLVED** to approach St Andrews Church suggesting opening a Book of Condolence.

**2 Taxi Vouchers**

It was **RESOLVED** to make a final 19/20 allocation of vouchers to all recipients.

**3 Employees**

The Parish Clerk gave notice of her intention to retire from the post. It was **RESOLVED** to hold a meeting of the HR Committee from which a Recruitment Information Pack would be prepared and the post advertised.

There being no further business, the meeting closed at 9.05pm

Signed ..... Chairman

Date .....

## Langar cum Barnstone Parish Council

Prepared by:

Date:

*Name and Role (Clerk/RFO etc)*

Approved by:

Date:

*Name and Role (RFO/Chair of Finance etc)*

### Bank Reconciliation at 31/12/2019

Cash in Hand 01/04/2019		85,730.97
<b>ADD</b>		
Receipts 01/04/2019 - 31/12/2019		41,385.72
		127,116.69
<b>SUBTRACT</b>		
Payments 01/04/2019 - 31/12/2019		30,902.64
<b>A</b>	<b>Cash in Hand 31/12/2019</b>	<b>96,214.05</b>
	(per Cash Book)	
Cash in hand per Bank Statements		
Cash	31/12/2019	3.15
TSB Deposit Account	31/12/2019	80,929.52
TSB Current Account	31/12/2019	15,281.38
		<b>96,214.05</b>
	Less unrepresented cheques	0.00
		96,214.05
	Plus unrepresented receipts	0.00
<b>B</b>	<b>Adjusted Bank Balance</b>	<b>96,214.05</b>
<b>A = B Checks out OK</b>		

**Langar cum Barnstone Parish Council**  
**Net Position by Cost Centre and Code (Between 01/04/2019 and 31/12/2019)**

**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/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	
20	CHURCHYARD MAINTENANC	0.00	0.00	0.00	500.00	0.00	500.00	
21	CHURCH CLOCK	0.00	0.00	0.00	150.00	0.00	150.00	
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>650.00</b>	<b>£0.00</b>	<b>650.00</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/Fwd.</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	2,150.00	1,494.92	655.08	
41	LITTER PICK EQUIP	0.00	0.00	0.00	50.00	0.00	50.00	
43	PARISH GROUNDS MAINT	0.00	0.00	355.00	632.00	471.20	515.80	
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	332.10	67.90	
47	AIRFIELD MEMORIAL MAINT	0.00	0.00	0.00	360.00	210.00	150.00	
911	PARISH LENGTHSMAN	0.00	0.00	0.00	3,145.00	2,601.09	543.91	
913	VILLAGES IMPROVEMENT S	0.00	0.00	0.00	3,000.00	0.00	3,000.00	
		<b>£0.00</b>	<b>0.00</b>	<b>£355.00</b>	<b>9,737.00</b>	<b>£5,109.31</b>	<b>4,982.69</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/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	
50	PLAY EQUIP MAINT/INSPECT	0.00	0.00	820.00	90.00	1,255.00	-345.00	
51	PLAY AREA GRASS CUTTING	0.00	0.00	0.00	632.00	501.22	130.78	
		<b>£0.00</b>	<b>0.00</b>	<b>£820.00</b>	<b>722.00</b>	<b>£1,756.22</b>	<b>-214.22</b>	

<b>6 ADMINISTRATION</b>				<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	
600	CLERK'S SALARY	0.00	0.00	0.00	11,450.00	8,642.12	2,807.88	
601	INSURANCE	0.00	0.00	0.00	700.00	688.64	11.36	
602	SUBS/TRAINING	0.00	0.00	0.00	600.00	294.00	306.00	
603	S137	0.00	0.00	0.00	25.00	20.00	5.00	
604	WEB SITE	0.00	0.00	0.00	150.00	117.89	32.11	
605	ROOM HIRE	0.00	0.00	0.00	250.00	198.00	52.00	
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	1,426.13	273.87	
608	TAXI VOUCHER SCHEME	0.00	0.00	0.00	500.00	160.00	340.00	
609	AUDIT FEES	0.00	0.00	0.00	300.00	300.00	0.00	
610	CHAIRMAN'S ALLOWANCE	0.00	0.00	0.00	25.00	0.00	25.00	
611	INVESTMENT INTEREST	0.00	0.00	604.50	0.00	0.00	604.50	
612	PRECEPT	0.00	0.00	36,941.00	0.00	0.00	36,941.00	
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	
		<b>£0.00</b>	<b>0.00</b>	<b>£37,545.50</b>	<b>16,000.00</b>	<b>£11,846.78</b>	<b>41,698.72</b>	

**7 PROMOTIONAL ACTIVITIES**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u> <u>Budget</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	
70	NEWSLETTER	0.00	0.00	223.50	900.00	815.23	308.27
71	LCB FESTIVAL	0.00	0.00	0.00	100.00	0.00	100.00
72	APPLE DAY	0.00	0.00	15.00	200.00	141.00	74.00
74	COMMUNITY	0.00	0.00	1,471.72	100.00	2,672.91	-1,101.19
75	DEFIBRILLATORS	0.00	0.00	280.00	252.00	496.75	35.25
		<b>£0.00</b>	<b>0.00</b>	<b>£1,990.22</b>	<b>1,552.00</b>	<b>£4,125.89</b>	<b>-583.67</b>

**8 WORKS LANE FIELD**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u> <u>Budget</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	
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	60.00	140.00
83	FOOTBALL FIELD GRASSCU	0.00	0.00	0.00	632.00	471.58	160.42
84	FIELD HIRE INCOME	0.00	900.00	675.00	0.00	0.00	-225.00
		<b>£0.00</b>	<b>900.00</b>	<b>£675.00</b>	<b>832.00</b>	<b>£531.58</b>	<b>75.42</b>

**9 EARMARKED RESERVES**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u> <u>Budget</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	
901	ELECTION FUND	0.00	0.00	0.00	0.00	67.57	-67.57
902	TRANSPORT FUND	0.00	0.00	0.00	0.00	0.00	0.00
907	TAXI VOUCHER SCHEME	0.00	0.00	0.00	0.00	0.00	0.00
908	GENERAL RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
916	VILLAGE IMPROVEMENTS	0.00	0.00	0.00	0.00	5,386.16	-5,386.16
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£5,453.73</b>	<b>-5,453.73</b>

<b>NET TOTAL</b>	<b>£0.00</b>	<b>900.00</b>	<b>£41,385.72</b>	<b>29,493.00</b>	<b>£28,823.51</b>	<b>41,155.21</b>
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<b>APPENDIX 3</b>	
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LANGAR CUM BARNSTONE PARISH COUNCIL	
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ACCOUNTS PAID 9 JANUARY 2020	
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DD	INFO COMMISSIONER - DATA PROTECTION RENEWAL	£	40.00
DD	BT PHONE/BROADBAND CHARGES	£	93.66

## APPENDIX 4

ACCOUNTS FOR PAYMENT 9 JANUARY 2020	
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FPO	WAGES M10	£	1,485.54
FPO	NCC PENSION FUND - SUPERANN M10	£	234.96
FPO	KENT SERVICES - GROUND CARE DECEMBER	£	158.00
FPO	KENT SERVICES - AIRFIELD MEMORIAL MAINT DEC	£	36.00
FPO	S CROFTS - WEBSITE UPGRADE	£	150.00
FPO	STREETWISE - BIN CONTRACT	£	71.76
FPO	BINGHAM CABS - TAXI VOUCHERS	£	115.00
FPO	LCBVH - ROOM HIRE	£	33.00

		£        2,284.26

# Langar cum Barnstone Parish Council

Prepared by:

Date:

*Name and Role (Clerk/RFO etc)*

Approved by:

Date:

*Name and Role (RFO/Chair of Finance etc)*

## Bank Reconciliation at 31/12/2019

Cash in Hand 01/04/2019	85,730.97
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### ADD

Receipts 01/04/2019 - 31/12/2019	41,385.72
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127,116.69
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### SUBTRACT

Payments 01/04/2019 - 31/12/2019	30,805.79
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<b>A</b>	<b>Cash in Hand 31/12/2019</b>	<b>96,310.90</b>
	(per Cash Book)	

Cash in hand per Bank Statements

Cash	31/12/2019	100.00
TSB Deposit Account	31/12/2019	80,929.52
TSB Current Account	31/12/2019	15,281.38

<b>96,310.90</b>
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Less unrepresented cheques	0.00
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96,310.90
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Plus unrepresented receipts	0.00
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<b>B</b>	<b>Adjusted Bank Balance</b>	<b>96,310.90</b>
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## A = B Checks out OK

ACCOUNTS PAID 9 JANUARY 2020

APPENDIX 7

	WAGES M10	£	154.11
	C PEGG - INITIAL PLUSNET CONTRACT PAYMENT	£	28.20

832

LANGAR CUM BARNSTONE FINAL BUDGET 2020/2021				
			BUDGET	BUDGET
<b>2 CHURCHYARD</b>				
	20	CHURCHYARD MAINT	£ 500.00	£ 500.00
	21	CHURCH CLOCK	£ 150.00	£ 150.00
		<b>SUB TOTAL</b>	<b>£ 650.00</b>	<b>£ 650.00</b>
<b>4 VILLAGE AMENITIES</b>				
	40	WAGES (LITTER PICKING	£ 2,150.00	£ 2,340.00
	41	LITTER PICK EQUIP	£ 50.00	£ 50.00
	43	PARISH GROUNDS MAINTENANCE	£ 632.00	£ 660.00
	45	SPEEDWATCH		£ -
	46	PARISH MAINTENANCE	£ 400.00	£ 1,000.00
	47	AIRFIELD MEMORIAL MAINTENANCE	£ 360.00	£ 384.00
	911	PARISH LENGTHSMAN	£ 3,145.00	£ 3,744.00
	913	VILLAGE IMPROVEMENT SCHEME	£ 3,000.00	£ 2,000.00
		<b>SUB TOTAL</b>	<b>£ 9,737.00</b>	<b>£ 10,178.00</b>
<b>5 BARNSTONE PLAY AREA</b>				
	50	PLAY EQUIP MAINT/INSPECTION	£ 90.00	£ 90.00
	51	PLAY AREA GRASS CUTTING	£ 632.00	£ 660.00
		<b>SUB TOTAL</b>	<b>£ 722.00</b>	<b>£ 750.00</b>
<b>6 ADMINISTRATION</b>				
	600	CLERKS WAGES	£ 11,450.00	£ 13,000.00
	601	INSURANCE	£ 700.00	£ 734.00
	602	SUBS/TRAINING	£ 600.00	£ 450.00
	603	S137	£ 25.00	£ 25.00
	604	WEB SITE	£ 150.00	£ 220.00
	605	ROOM HIRE	£ 250.00	£ 250.00
	607	OFFICE EXPENSES	£ 1,700.00	£ 1,600.00
	608	TAXI VOUCHER SCHEME	£ 500.00	£ 400.00
	609	AUDIT	£ 300.00	£ 300.00
	610	CHAIRMAN'S ALLOWANCE	£ 25.00	£ 25.00
	611	INVESTMENT INTEREST		£ -
	614	BANK CHARGES		£ -
	615	LOAN REPAYMENTS		£ -
	616	DONATIONS	£ 300.00	£ -
		<b>SUB TOTAL</b>	<b>£ 16,000.00</b>	<b>£ 17,004.00</b>
<b>7 PROMOTIONAL ACTIVITIES</b>				
	70	NEWSLETTER	£ 900.00	£ 900.00
	71	FESTIVAL PAYMENTS	£ 100.00	£ 100.00
	72	APPLE DAY	£ 200.00	£ 100.00
	74	COMMUNITY	£ 100.00	£ 300.00
	75	DEFIBRILLATORS	£ -	£ 252.00
		<b>SUB TOTAL</b>	<b>£ 1,300.00</b>	<b>£ 1,652.00</b>
<b>8 WORKS LANE FIELD</b>				
	81	EQUIPMENT/MAINTENANCE	£ 200.00	£ 200.00
	83	FOOTBALL FIELD GRASSCUTTING	£ 632.00	£ 660.00
	84	FIELD HIRE INCOME	-£ 900.00	-£ 900.00
		<b>SUB TOTAL</b>	<b>-£ 68.00</b>	<b>-£ 40.00</b>
<b>EXPENDITURE SUB TOTAL</b>			<b>£ 28,341.00</b>	<b>£ 30,194.00</b>
<b>RESERVE</b>			<b>£ 8,600.00</b>	<b>£ 8,600.00</b>
<b>PRECEPT</b>			<b>£ 36,941.00</b>	<b>£ 38,794.00</b>
TAX BASE 2020/2021 = 356				
BAND D EQUIVALENT = PRECEPT DIVIDED BY TAX BASE = £108.97				<b>£ 108.97</b>