

LAXTON AND MOORHOUSE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 22 May 2018 at The Village Hall, Laxton commencing 7.00 pm

Present: Councillors:

M. Manning (Chair)
M.Hennell
J.Godson
S. Hill
R.Hennell
J.Hill
D. Brown

In attendance at parish council meeting

C. Millward (Clerk)
S.Michael (District councillor)
M. Pringle (County councillor) (from 7.20 pm)
Members of the public (x3)

	DISCUSSION AND DECISIONS	ACTION
LMPC/40/18	<p>Election of Officers: The following were elected: (a) Chair – Mr Manning (5 in favour:1 abstention) (b) Vice-Chair - Mr Brown (unanimous) (c) Defibrillator inspection councillor - Mr Brown (unanimous) (d) Accounts scrutineer – Councillor S Hill (unanimous) (e) Parish Council Representatives on other village organisations: • Safer Neighbourhood Group – Councillor S Hill (unanimous) No other organisations requiring council representation.</p>	
LMPC/41/18	<p>Apologies for absence: There were no absences.</p>	
LMPC/42/18	<p>Declarations of interest: The chair declared an interest as a member of the sports field committee in item 12 (Property matters – Sports field) and an interest as member of the village hall committee in item 15 b (Village environment – Village hall refurbishment project). Mr Brown also declared an interest as a member of the sports field committee in item 12 (Property matters – Sports field).</p> <p>There were no other declarations of interest, direct or indirect, in any items of business on the agenda.</p>	
LMPC/43/18	<p>Dispensations: None required.</p>	
LMPC/44/18	<p>10 Minutes public speaking: Councillors noted that the drains outside Old Bar Farmhouse, the telephone kiosk and Hollybush near the pinfold needed to be cleared. The clerk will report them to NCC.</p> <p>Councillor Michael will take steps to address the condition of Bar Farmhouse at the rear.</p> <p>The clerk will contact councillor Pringle with regard to the beginning of the 30 mph speed limits in the village which she had raised after the meeting in January 2018. She will also make enquiries regarding the issues previously reported to NCC in relation to the light cast by the new LED streetlights.</p>	<p>Clerk</p> <p>SM</p> <p>Clerk</p>

<p>LMPC/45/18</p>	<p>Minutes of the parish council meeting held on 27 March 2018: The minutes of the meeting held on 27 March 2018 were agreed as a true record and signed by the chair.</p>	
<p>LMPC/46/18</p>	<p>Matters arising: All action points having been completed, being in hand or appearing elsewhere on the agenda, there were no matters arising.</p>	
<p>LMPC/47/18</p>	<p>Reports from district and county councillors: Councillor Michael to give her report at Annual Parish Meeting to follow.</p> <p>Following councillor Pringle’s arrival at 7.20 pm, councillors agreed to revert to this item after item 9 (Reports from councillors). Councillor Pringle reported on developments at and initiatives by NCC. The light cast by the new streetlights was discussed. Councillor Pringle confirmed that the issue had been actioned by NCC. The clerk will check for an update.</p>	<p>Clerk</p>
<p>LMPC/48/18</p>	<p>Reports from councillors: The poor condition of the telephone kiosk was raised. The clerk will contact BT.</p> <p>Councillors thanked the residents responsible for cutting the open areas of land in the village. Councillors were grateful to them for helping maintain the appearance of the village.</p> <p>Mr Hill reported on the most recent Safer Neighbourhood Group meeting.</p> <p>Councillor Pringle arrived at 7.20 pm during this item. The meeting reverted to item 8 on the agenda (Reports from district and county councillors) before moving to item 10 below.</p>	<p>Clerk</p>
<p>LMPC/49/18</p>	<p>Financial Matters:</p> <p>a. Financial position as at 30 April 2018: Councillors considered and noted the clerk’s report showing the precise financial position at 30 April 2018 (incorporating the 2018-19 budget figures).</p> <p>b. Accounts for payment: The council unanimously approved ten payments totalling £886.62.</p> <p>c. Confirm appointment of Mr K Roe internal auditor and note internal audit report and action any recommendations: Councillors unanimously confirmed Mr Roe’s appointment as internal auditor. They noted his report in the 2017/18 Annual Return which identified no issues. Councillors thanked Mr Roe for agreeing to undertake the role. The clerk will arrange for a gift.</p> <p>d. To agree the 2017/2018 annual accounts: Councillors noted the internal auditor’s report in the 2017/18 Annual Return. The 2017/18 accounts were agreed.</p> <p>e. To certify exemption from limited assurance review under section 9 Local Audit (Smaller Authorities) Regulations 2015: Councillors certified that, as:</p> <ol style="list-style-type: none"> i. Both the council’s annual gross income and expenditure for 2017/18 were less than £25000, and ii. The council had been in existence since before 1 April 2014, and iii. The external auditor had taken no step in relation to 2016/17 which precluded exemption and iv. The court had made no declaration under section 28(3) of the Audit and Accountability Act 2014 <p>the council was exempt from a limited assurance review and authorised the clerk and chair to sign the certificate of exemption.</p> <p>f. To authorise the chair and the clerk to sign Section 1</p>	

	<p>(Annual Governance Statement) of the Annual Governance and Accountability Return The Annual Return was presented. Councillors considered the contents. They unanimously agreed to authorise the chair and clerk to sign Section 1 (Annual governance statement) which they then did.</p> <p>g. To authorise the chair and the clerk to sign Section 2 (Accounting Statements) of the Annual Governance and Accountability Return Having considered the contents, schedule of fixed assets and variances, councillors unanimously agreed to authorise the chair and clerk to sign Section 2 (Accounting Statements) which they then did.</p> <p>h. Review system of internal control and internal audit system effectiveness: Councillors discussed the operation of the system of internal control and agreed that it remained adequate and continued to operate effectively. Councillors also reviewed the effectiveness of the internal audit system and agreed that, taking account of the straightforward nature of the council's transactions this year, it operated effectively on an annual basis.</p> <p>i. Risk assessment 2018-19: Councillors considered and approved the draft revised risk assessment for 2018 -19 circulated by the clerk, noting that it had been extended to include GDPR.</p>	
LMPC/50/18	<p>General Data Protection Regulation – Approval Information Management Policy and associated documents: Councillors adopted the Data Protection Policy which had previously been circulated in draft. The clerk will upload the policy together with the privacy notice to the website. She had undertaken an information audit. Councillors completed consents and compliance checklists.</p>	Clerk
LMPC/51/18	<p>Property matters including sports field: The clerk confirmed that half the rent due in March had been reimbursed by the committee.</p>	
LMPC/52/18	<p>Planning matters:</p> <p>a. Applications: 18/00754/FUL - Householder application for demolition of end wall and construction of extension with new windows - 1 Church Cottages High Street Laxton: Councillors considered the application and unanimously decided to support the proposal.</p> <p>b. To note planning decisions by NSDC: None.</p> <p>c. Compliance: No issues raised.</p> <p>d. Midlands Rural Housing – Housing need survey, including affordable housing: Councillors discussed Midlands Rural Housing's email dated 15 May 2018 seeking the council's view on an affordable housing survey in Laxton. Councillors referred to current level of activity with regard to the village's ownership and future management. They decided that, in these circumstances, consideration of an affordable housing scheme would be better deferred at this time. They will review the position in spring 2019.</p>	Agenda Spring 19
LMPC/53/18	<p>Village development including The Crown's long term strategy: Nothing reported.</p>	
LMPC/54/18	<p>Village environment and appearance, including:</p> <p>a. Location of and access to community resilience container: No developments.</p> <p>b. Village Hall refurbishment project: The chair reported that the formation of the charitable incorporated organisation is underway. The estimated start date for the work is 1 September 2018.</p> <p>c. Moorhouse – Village fingerpost including LIS funding</p>	SH/JH

	<p>application: Councillors were delighted that the funding application had been successful. Councillor Hill will forward the quote to the clerk. Councillors confirmed that their intention is that the new fingerpost should replace the existing post.</p> <p>d. Permissive access – Land surrounding cricket pitch: The chair had no update.</p> <p>e. Pinfold refurbishment – Councillors discussed the condition of the pinfold furniture and mapboard which is need of maintenance and repair. They authorised the chair to arrange the necessary repair and to incur costs not exceeding £250 plus VAT.</p>	<p>SH</p> <p>Chair</p>
LMPC/55/18	Service faults: Nothing raised.	
LMPC/56/18	Correspondence: Item b – NCC – Community events to commemorate WW1 – The chair will provide the History Group’s contact details to the clerk who will forward the correspondence to them. All other items of correspondence noted.	Chair Clerk
LMPC/57/18	10 Minutes public speaking time: The extension of cycle trails in Newark was noted.	
LMPC/58/18	Agenda items for next meeting: As above.	
LMPC/59/18	Date of next meeting: 7.30 pm on 24 July	

The meeting closed at 8.00 pm.