



ALDERCAR & LANGLEY MILL PARISH COUNCIL
Cromford House, Amber Drive, Langley Mill
Derbyshire. NG16 4BE.
E mail Clerk@almpe.co.uk
Tel 07949 646000

20 July 2020

To: The Chairman and Members of Aldercar & Langley Mill Parish Council

Dear Councillor,

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, you are summoned to attend a remote **Meeting of Aldercar & Langley Mill Parish Council** on **Monday 27 July 2020** at **6.30 pm**.

The meeting will use Zoom meetings software.

Councillors will receive an electronic invite with joining details prior to the meeting.

The meeting is open to the press and public and access to the meeting can be provided by contacting the Clerk by phone or e mail.

Yours sincerely,

Andrew Sharpe

Andrew Sharpe
Clerk and Responsible Finance Officer

AGENDA

1 To receive apologies for absence

RECOMMENDED that any apologies for absence be noted.

2 Declaration of Members Interests

RECOMMENDED that any disclosures of interests made at the meeting be recorded.

3 Public Speaking – (15 Minutes)

- (a) A period of not more than 15 minutes will be made available for members of the public and members of the Council to comment on any matter.

- (b) If the Police, a County Council or District Council member is in remote attendance they will be given the opportunity to raise any relevant matter.
- (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

RECOMMENDED to note or action the matters raised in public speaking be approved.

4 Dispensations

To report any dispensations granted by the Clerk under the agreed procedures and to consider any further requests received.

5 To approve the Minutes of the Meeting held on 27 May 2020

RECOMMENDED that the minutes of the meeting held on 27 May 2020 be approved as a true record and signed by the Chairman in due course.

6 To determine which items, if any, of the Agenda should be taken with the public excluded

RECOMMENDED that no items be considered with the press and public excluded.

7 Chairman's Announcements

To receive a report from the Chairman.

RECOMMENDED that the report be noted.

8 Parish Council – Items for Decision/Action/Update

- (a) Office matters – To receive a report on matters relating to the office and to review the current office closure with a view to safe reopening in the future. This includes report on Risk assessment and insurance provisions.
- (b) Applications for grant aid and to consider further funding of the Foodbank and other opportunities to fund other organisations in the community.
- (c) Allotment matters – To receive a report on recent break-ins, review of security at sites and a **RECOMMENDATION** that in the current climate no further new applications for tenancies be considered until January 2021.
- (d) Land matters including Hall Road and siting of community skip.
- (e) Parish Magazine – Recommended that the next magazine be produced for October 2020.
- (f) Planning (Short, Medium and long term) for reviewing services, work practices/ litter picking/ dog bins/Facebook/ car park provision, S106 and S137 opportunities, Member involvement - including office accommodation requirements and hours of provision – **RECOMMENDED** that an informal working group comprising all Members be convened by Zoom in late August/Early September to start to discuss options.

RECOMMENDED to consider the reports and pass appropriate resolutions.

9 Finance

(a) Accounts for Payment

RECOMMENDED that the accounts to be circulated at the meeting for payment be approved.

(b) Bank Reconciliation

RECOMMENDED to approve the following bank reconciliation –

Bal b/f at 1 April	£	100,529.89
Add total receipts	£	45,403.00
Less total payments	£	24,377.63
Bal at 30 June	£	121,555.26

REPRESENTED BY BANK 30 June

Current	£	25,465.38
Deposit	£	24,253.72
U Trust	£	72,297.77
Less uncashed cheques	£	461.61
	£	121,555.26

(c) Internal audit report.

RECOMMENDED to receive the internal audit report 2019/20

(d) Receipts and Payments Account 2019/20.

RECOMMENDED that the receipts and payments accounts for 2019/20 (set out below) be approved and signed by the Chairman and Clerk/RFO.

RECEIPTS AND PAYMENTS ACCOUNT

2018/19	RECEIPTS	2019/20
£ 87,720.00	Precept	£ 88,840.00
£ 24.21	Interest	£ 24.23
£ 5,392.50	Other income	£ 4,228.75
£ 5,860.55	VAT	£ 7,105.77
£ 98,997.26		£ 100,198.75
	PAYMENTS	
£ 17,655.30	Gen Admin & Data Protection	£ 16,007.49
£ 22,187.12	Staff Costs	£ 24,145.27
£ 7,991.78	Parish Maintenance/Godkin	£ 3,592.32
£ 15,260.60	Christmas	£ 11,516.40
£ 4,040.00	Planters	£ 3,901.75
£ 909.09	Allotments	£ 521.20
£ 4,582.35	Insurance/Audit/ Subs	£ 2,971.36
£ 550.00	Chair/Civic	£ 500.00
£ 138.00	Bank Charges	£ 161.40
£ 774.74	Grants	£ 550.00
£ -	S137	£ 4,117.00
£ 4,326.00	Newsletter	£ 4,701.95
£ 4,221.09	Car Park	£ 4,227.38
£ 2,023.24	Contingency	£ 5,491.00
£ 7,019.54	VAT	£ 6,024.31
£ -	less Adjustment to expenditure	£ 0.52
£ 91,678.85		£ 88,428.31

RECIEPTS AND PAYMENTS

SUMMARY

£ 81,441.04	Bal b/f at 1 April	£ 88,759.45
£ 98,997.26	Add total receipts	£ 100,198.75
£ 91,678.85	Less total payments	£ 88,428.31
£ 88,759.45	Bal at 31 March	£ 100,529.89

REPRESENTED BY BANK BAL 31

MARCH

£ 60,520.23	Current	£ 31,797.29
£ 24,229.49	Deposit	£ 24,253.72
£ 4,473.50	U Trust	£ 44,940.49
£ 463.77	Less uncashed cheques	£ 461.61
£ 88,759.45		£ 100,529.89

(e) Annual Governance Statement.

RECOMMENDED that the Annual Governance Statement for 2019/20 (Section 1 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

(f) Accounting Statements

RECOMMENDED that the Accounting Statements for 2019/20 (Section 2 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

(g) Annual Return 2019/20

RECOMMENDED that the Annual Return be now sent to the External Auditor and the prescribed notices and accounts published.

(h) Internal Auditor 2020/21

RECOMMENDED that Barrie Woodcock be appointed Internal Auditor for 2020/21.

10 Planning and Licensing

Planning and licensing applications will be reported at the meeting.

RECOMMENDED that Council note or make representations as appropriate.

11 Date of Next Meeting

To determine the date of the next meeting – **RECOMMENDED** that the Council returns to monthly meetings by Zoom from September 2020.