



Laughton-en-le-Morthen Parish Council

The Village Hall
Firbeck Avenue
Laughton-en-le-Morthen S25 1YD
Clerk: Mrs C J Havenhand
Telephone - 01709 528823

Email: clerk-laughtonparishcouncil@outlook.com

Notice of an Extraordinary meeting of Laughton-en-le-Morthen Parish Council to be held on THURSDAY 23rd April 2020 at 7.00pm. The meeting will be held remotely via a remote meeting platform.

Access -

The remote meeting platform can be accessed by using the following link:

Join Zoom Meeting

<https://us02web.zoom.us/j/86829372106?pwd=empNeXlCOVJ2ZlRqK3BLY1Bncy9PQT09>

Meeting ID: 868 2937 2106

Password: Please contact the clerk on 01709 528823 between the hours of 10am and 4pm for the password to the meeting.

By Landline -

By ringing any of these UK numbers and keying in your meeting ID and Password when asked:

• 0203 481 5240 • 0131 460 1196 • 0203 051 2874 • 0203 481 5237

Please note you that depending on your call plan you may be charged for these numbers.

Find your local number: <https://us02web.zoom.us/u/kdUrPoXGWf>

Meeting ID: 868 2937 2106

Password: Please contact the clerk on 01709 528823 between the hours of 10am and 4pm for the password to the meeting.

This meeting is open to the public by virtue of the Public Bodies (Administration to Meetings) Act 1960 s1 and The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

Yours Faithfully

Mrs Caroline Havenhand

Clerk and Financial Officer

17th April 2020

Apologies for absence should be notified to the Clerk prior to the meeting.

PUBLIC PARTICIPATION

Following completion of the first business (election of Chairperson/receipt of declarations of Acceptance of office as necessary) and information on the recording of meetings, the Parish Council will invite members of the public to put questions on relevant parish matters or to make statements appertaining to items on the agenda for the meeting, prior to the commencement of other business. This is for a period of up to 15 minutes.

Parish Council Meeting

Thursday 23rd April 2020

AGENDA

1. To receive and approve reasons for absence.
2. To review and agree an addendum to standing orders relating to the operation of remote meetings.
3. To receive declarations of interest in respect of business on the Agenda
4. To authorise the chairman to sign the minutes of the meeting held on 18th March 2020, as a true and correct record.
5. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature of the business to be discussed.

Public Participation Session – Comments or questions from members of the public

6. To receive information on the following ongoing issues and decide further action where necessary: -
 - 6.1. To provide an update on allotment issues, including asbestos removal, gate opening, access to site, and decide any action.
 - 6.2. To provide an update on the fallen tree on Firbeck Avenue and agree cost of removal.
7. Matters requested by Councillors/Clerk: -
 - 7.1. To discuss and formally ratify decisions taken by the clerk since the last meeting to ensure that the business of the council could still be carried out, and to deal with issues arising from the Coronavirus outbreak as delegated in March minutes. This includes the authorisation of spend and the making of payments on behalf of the Council, a copy of which is attached. These were authorised by a councillor on internet banking and discussed with Councillors on a remote meeting platform.
 - 7.2. To discuss and agree any action with regard to the Council's contracts/standard arrangements, which may be affected by Lockdown measures/guidance.
 - 7.3. To Consider Staffing Matters-
 - To discuss and agree changes regarding implications of new minimum wage information £8.21 to £8.72 April 20.
 - To notify and agree increase of clerk's salary in line with the 2020-21 NJC review, if

available.

- To discuss the implications of the current lockdown on staff/staff duties and decide any action.

8. To consider relevant planning applications as published on RMBC's weekly Lists 11 to 15 (2020).
In particular, to discuss: -

No new applications.

9. To receive information on any previous planning applications/issues and discuss further action.

RB2020/0254 Proposal: Change of use of stables to angler's accommodation, change of use of Roof space in barn to manager's accommodation (use class C3) & single storey extension at Ledgers Lakes, East Field Lane, Laughton-en-le-Morthen. Amended plans have been received and these can be viewed online at: - <http://planning.rotherham.gov.uk/search.asp>
Plus, invitation to speak at planning board

10. Financial Matters: -

- 10.1. To note accounts paid or due this month. Please see Appendix 1
10.2. To receive bank reconciliation to 31st March 2020.
10.3. To receive and approve year end accounts, receive internal auditors report and agree any changes to controls that may be necessary.
10.4. To review and approve the annual governance statement and sign section 1 of the annual governance and accountability return (AGAR), this to then be signed by the Clerk and the Chairman.
10.5. Following the signing by the Responsible Financial Officer - to consider and approve the accounting statements and then the chair to sign section 2 of the annual governance and accountability return.
10.6. To nominate a Councillor to carry out quarterly financial review of the accounts for this financial year.

11. To consider the following new correspondence received and decide where action is necessary.

Correspondence that may require a decision, where the issue does not have a separate agenda item.
Email -

Various	Covid 19 Information briefings RMBC
17/4/20	YLCA - NALC BRIEFING – L02-20: EMPLOYMENT LAW CHANGES 2020
17/4/20	White Rose Update
17/4/20	VAR Bulletin - 3
16/4/20	YLCA - ANNUAL ACCOUNTS – YEAR ENDED 31 MARCH 2020
15/4/20	YLCA - ZOOM REMOTE MEETING SOFTWARE – OFFER ARRANGED BY THE

	NATIONAL ASSOCIATION
9/4/20	White Rose Update
9/4/20	VAR Bulletin - 2
7/4/20	YLCA - CHANGE TO AUDIT DATES 2020
3/4/20	White Rose Update
3/4/20	VAR Bulletin - 1
31/3/20	YLCA - CORONAVIRUS AND LOCAL COUNCILS/PARISH MEETINGS
27/3/20	White Rose Update
27/3/20	VAR Bulletin - 52
20/3/20	White Rose Update

Paper

None

12. To notify the clerk of matters for inclusion on the agenda of the next meeting
13. To fix the date and time of the next Annual Parish Council Meeting (20th May 2020)

Enc. Appendix 1

Caroline Havenhand

Clerk – Laughton-en-le-Morthen Parish Council

Agenda 23rd April 2020

Appendix 1 – Accounts paid or for payment

PAYMENT LIST - APRIL 2020						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
15th April 2020	Salaries	Payroll Employees	IB	£ 853.97		
				£ -		
				£ 853.97		£ 853.97
15th April 2020	Spectrum Futures	Internal Audit	IB	£ 218.50	£ -	£ 218.50
15th April 2020	Clerk - Volunteer items foodbank	Volunteer Gloves for Foodbank	IB	£ 73.95	£ 14.79	£ 88.74
15th April 2020	YLCA	Membership Renewal	IB	£ 424.00		£ 424.00
15th April 2020	John Brailsford Printers	Leaflets for Foodbank and Boxes	IB	£ 55.00		£ 55.00
15th April 2020	Clerk's Expenses	Reimburse Clerk - general expenses	IB	£ 59.40		£ 59.40
15th April 2020	Clerk - Monies from Grant Foodbank	Shopping stock	IB	£ 168.15		£ 168.15
15th April 2020	Nest	Pension contribution	DDR	£ 10.99		£ 10.99
30th April 2020	Leaf and Grass	Garden Contract	IB	£ 98.50		£ 98.50
30th April 2020	Leaf and Grass	Garden Contract	IB	£ 140.00		£ 140.00
APRIL 2020				£ 2,102.46	£ 14.79	£ 2,117.25
						£ -
YEAR TOTAL 20/21				£ 2,102.46	£ 14.79	£ 2,117.25

Initials of/Chairman _____

Initials of Clerk _____