

Little Houghton Parish Council**Minutes of the Meeting of the Parish Council held at 7 pm on Monday, May 6th 2019, at the Sandhill Golf Club****Present:**

Mrs Diana Young
Mr Gary Oldfield
Mrs Lisa Oldfield
Mrs Valerie Wistow
Mr Kevin Osborne

In Attendance:

Ms Caroline Donovan Clerk to the Council

1. Questions from Parishioners

There were no questions from Parishioners submitted

2. Apologies for Absence

There were no apologies for absence received

3. Parish Council Election

The Clerk updated all present that the following candidates were successful in their election to Parish Councillors of Little Houghton Parish Council.

- Parish Councillor Vince Keating
- Parish Councillor Diana Young
- Parish Councillor Gary Oldfield
- Parish Councillor Lisa Oldfield
- Parish Councillor Valerie Wistow
- Parish Councillor Kevin Osborne

The Election was uncontested and notification had been received from BMBC's Election Office on April 3rd 2019. The Clerk had posted details of the uncontested election on the Community Notice Board, in the Village Shop and at the Golf Club.

4. Minutes of the Parish Council Meeting held on March 11th 2019

The minutes of the Parish Council meeting held on March 11th 2019 were agreed as a correct record.

5. Matters arising

There were no matters arising that were not included in the agenda for this meeting.

6. Correspondence

The Parish Councillors noted the following items of correspondence:

- BMBC Highways Inspectors have fed back re the footpath on Middlecliff Lane that it was inspected on 7.3.2019 and all actionable defects have been actioned.

- The Clerk for Great Houghton Parish Council had feedback that the Footpaths Officer had been contacted with regard to the barrier on Chapel Lane, and she had said that a numeric key pad would need to be fitted, as locks go missing and keys get lost. However, unfortunately a numeric key pad could not be welded to the post as the metals were not compatible. A Parish Councillor asked if it would be possible for a numeric padlock to be fitted instead.
- With regard to the Darfield Environment Group, the group aims to identify projects in and around Darfield which will enhance the environment and improve health and wellbeing. It had been advised to contact Dorothy Coates for more information about this group.
- The BMBC Play Area and Muga Inspection Report was noted

7. The Annual Governance Statement 2018 / 2019

The Annual Governing Statement 2018 / 2019 was considered and the Parish Councillors of Little Houghton Parish Council acknowledged their responsibility for ensuring that there is a sound system of internal control of the accounts, including the preparation of the accounting statements for the year ending March 31st, 2019. The Little Houghton Parish Councillors confirmed that the Annual Governing Statements 1 to 9 for 2018 - 2019 were noted and agreed.

Resolved 1

That the Annual Governing Statements 1 to 9 for 2018 - 2019 were noted and agreed, and that the Annual Governance Statements were approved by the Little Houghton Parish Councillors.

8 Approval of the Financial Risk Assessment

The Financial Risk Assessment for 2019 / 2020 was approved by the Parish Councillors.

9 Certificate of Exemption

As the gross income and expenditure of the Parish Council was under £25,000, the Parish Councillors agreed that in the year of accounts ended 31st March 2019, that they wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Resolved 3

As the gross income and expenditure of the Parish Council was under £25,000 the Parish Councillors agreed that in the year of accounts ended 31st March 2019, that they wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

10. Finance

10.1 Bank Reconciliation

The Bank Reconciliation is represented, to date, as follows:

Investment Account	£2,900.00
Current Account	£7,917.70
Total	£10,817.70

With cheques still to be paid out:
 HMRC £28.82

10.2 Accounts agreed for payment
 Public Liability Insurance @ £168.18

10.3 Play Area and Muga inspections renewal
 The renewal quote @ £348 + vat for two monthly inspections by BMBC, and £58 + vat for the annual external engineers inspection for both the Play Area and Muga equipment respectively were agreed.

11. Parish Council Web Site

A discussion was held with regard to the need for the Parish Council to have its own website. It was agreed by all present that this should be facilitated as soon as possible. Councillor Gary Oldfield agreed to action this and report back to the next meeting of the Parish Council.

12. Parish Council Key Dates 2019- 2020

The Key Dates for future meeting of the Parish Council, and the period for the exercise of public rights for the Parish Council accounts were agreed. Councillor Wistow agreed to put these in the Community Notice Board, at the Golf Club and in the village shop.

13. Any Other Business

The Clerk showed the Parish Councillors a `Respect all Users` play area sign provided by the Parks Department as a template for the Parish Council to consider at a cost of approximately £70. It was agreed that the Clerk should progress this as soon as possible.

It was noted that Councillor Trevor Smith had been elected as the Ward Councillor for the Darfield Ward in the recent local elections.

To request that Councillor Osborne follow up action for the tree he reported to be cut back which was overhanging the footpath outside the entrance to Buttercross Drive.

14 Date and time of next meeting

The Annual General meeting of the Parish Council Meeting is the next meeting to be held, and this will take place on to be held on Monday, July 8th at 7 pm

To:

Mr V Keating
 Mrs D Young
 Mr G Oldfield
 Mrs L Oldfield
 Mrs V Wistow
 Mr K Osborne

c.c.

Councillors Trevor Smith, Pauline Markham, Caroline Saunders
 Peter Clark, Barnsley MBC, Governor Services