



Laughton-en-le-Morthen Parish Council

The Village Hall, Firbeck Avenue, Laughton-en-le-Morthen S25 1YD

Clerk: Mrs C J Havenhand

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Notice of the Annual Meeting of Laughton-en-le-Morthen Parish Council to be held on WEDNESDAY 20th May 2026 at 7.15pm in Laughton-en-le-Morthen Village Hall.

This meeting is open to the public by virtue of the Public Bodies (Admission to Meetings) Act 1960 s1.

Yours faithfully

A handwritten signature in black ink that reads "C Havenhand".

Mrs Caroline Havenhand

Clerk and Financial Officer

14th May 2026

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

Agenda Parish Council Meeting

Wednesday 20th May 2026

1. To elect a chairman for the ensuing year, to be followed by the signing of the Chairman's Declaration of Acceptance of Office.
2. To elect a Vice-chairman for the ensuing year.
3. To receive and approve reasons for absence.
4. To receive declarations of interest in respect of business on the agenda
5. To authorise the chairman to sign the minutes of the meeting held on 16th April 2026, as a true and correct record.
6. 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

7. To consider appointment of any new committees.
8. To appoint members to the staffing committee for the next 12 months, appoint the chairman of the committee and agree any changes to the terms of reference.
9. To consider continuation with existing annual subscriptions for Information Commissioners Office (data protection subscription), YLCA, SLCC, Campaign to protect Rural England, Community First and National Allotment Association, which will fall due in the next 12 months.
10. To appoint a representative to Yorkshire Local Council Association.
11. To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of the council. To include agreement for hire of the Village Hall for all other Council meetings and allotment rent collection, at the prevailing hall tariff.

12. To receive information on the following ongoing issues and decide further action where necessary: -
 - 12.1 To receive a report from Ward Councillors.
 - 12.2 To review the most recent play inspection report and agree any action and to discuss logistics around the bark install.
 - 12.3 To discuss Village Hall Issues including:
 - To receive a copy of the Quantity Surveyor's costings and a progress report on the grant application.
 - To provide an update on the Village Hall flooring issue.
 - To notify Council of the installation of the new bin base.
 - To discuss the conifers deposited on the recreational ground.
 - 12.4 To provide an update on the meeting arranged with the police to discuss issues occurring within the Parish.
 - 12.5 To review the correspondence log and agree any follow up.
 - 12.6 To receive information relating to the current Community Governance Review by RMBC.
 - 12.7 To review the barrier install, and agree any further action.

- 13 Matters requested by Councillors/Clerk and agree any action: -
 - 13.1 To discuss any requests for financial assistance.
 - 13.2 To discuss any Allotment issues including the quote for the gate.
 - 13.3 To receive an update on summer hanging baskets and RMBC stress testing requirements.

- 14 To consider relevant planning applications as published on RMBC's weekly Lists 15 to 19 (2026). In particular, to discuss: -

RB2026/0390 - Trees & Woodlands. Application to undertake works to a tree(s) within Laughton-en-le Morthen Conservation Area, Manor Lodge, Turner Croft, Laughton-en-le-Morthen.

<http://rotherham.planportal.co.uk/?id=RB2026/0390>

RB2026/0531 - Listed Building Consent for installation of EV charger, Abbey Stone Barn, Main Street, Brookhouse.

<http://rotherham.planportal.co.uk/?id=RB2026/0531>

To agree the final letter to RMBC in connection with the Adequacy of Consultation for the Whitestone Solar Farm proposal, incorporating the further focused consultation. Including asking RMBC to include it with their own submission as an appendix.

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

RB2026/0369 - Application to vary conditions 2 & 3 (approved plans & materials) imposed by RB2025/1100 at Barn at Turner Croft, off High Street, Laughton-en-le-Morthen. Refused 23/04/2026.

- 16 Policies and Procedures

16.1 To review Financial Regulations, and consider adoption for a further 12 months.

16.2 To review Standing Orders, and consider adoption for a further 12 months.

16.3 To review and approve Council's Press and Media Policy, for review at the next annual Council meeting.

16.4 To review and approve Council's Recording of Meetings Policy, for review at the next annual Council meeting.

16.5 To adopt an amended IT Policy for a further 2 years.

16.6 To review and approve Council's Complaints policy, for review at the next annual Council meeting.

16.7 To review and approve Council's Data Protection Policy for review at the next annual Council meeting.

- 17 Finance Matters:

17.1 To review existing banking arrangements, including signing arrangements.

17.2 To receive the RFO'S report including to note receipt of CIL money £1,104.02.

17.3 To approve accounts for payment and note contractual payments made under

The Clerk delegation. Please see Appendix 1.

- 17.4 To receive bank reconciliation to 30th April 2026.
- 17.5 To agree any transfers to or from reserves.
- 17.6 To confirm continued use of Internet Banking arrangement as the usual way to make payments. Cheques to be used by exception. This consists of input by the clerk, followed by authorisation of payment by an authorised signatory, of payments listed for approval at the previous Parish Council meeting. Additionally, to agree the delegation to the clerk between meetings for payments of Village Maintenance, PAYE and salaries, being contractual obligations, subject to second authorisation and reporting on the next payment list.
- 17.7 To consider continued use of variable direct debit arrangements on the account for Water Bill at the Allotments, Campaign to protect Rural England, ICO Subscription, RMBC Grounds Maintenance and NEST.
- 17.8 To re-appoint the current Internal Auditor, under the existing terms of reference, for the financial year 1st April 2026 to 31st March 2027.
- 17.9 To received information on the year end review of receipts and payments by the appointed Councillor.
- 18 To notify the clerk of matters for inclusion on the agenda of the next meeting
- 19 To fix the date and time of the next Ordinary Parish Council Meeting (suggested 17th June 2026)

Enc. Appendix 1

Caroline Havenhand

Clerk, Laughton-en-le-Morthen Parish Council

Appendix 1 – Accounts paid or for payment.

To be presented at the meeting.

INFORMATION ON 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.