

Minutes of Langham Parish Council (PC) Meeting held on
Wednesday 3rd November 2021 7:30pm

Present: Cllr Bottwood, Cllr Brockman, Cllr Mansel-Thomas, Cllr Armstrong. Cllr Palmer.
Colchester Borough Council (CBC) Cllr Chapman
1 members of the public
Clerk Carol Harbach

20/303 Welcome and apologies for absence

Cllr Bottwood welcomed everyone to the meeting.
Apologies received from Cllr Emms.

21/304 Declaration of Members interests

Any declarations of interest will be brought up and declared as they arise on the agenda.

21/305 Agreement of Minutes of last meeting 6th October 2021

Cllr Armstrong wanted to add inverted commas to the External Auditors comments.
This was manually completed and initialled by the clerk.
These minutes were then agreed as accurate and proposed by Cllr Bottwood seconded
Cllr Mansel-Thomas. Agreed by all.
These minutes were then signed by Cllr Bottwood.
The Clerk requested that any alterations to the draft minutes that were sent out were
to be given to her before the meeting if possible.

21/306 Matters arising from the last meeting.

Whitehouse Close – under Clerks correspondence
Bus service information to be sent to Cllr Barber. Discharged.
Laptops for Clerk purchased. Discharged.
Bonfire Feasibility study for this year. Discharged.
Allotments – ongoing
S106 Community facilities – ongoing
Traffic survey to be sent out – Discharged.
Clerk to contact West Bergholt Clerk – The clerk had contacted the West Bergholt Clerk
and passed on the information from Cllr Brockman. Cllr Butcher from West Bergholt
was still waiting for confirmation of the Apache helicopters availability but would pass
this information on when he had it. Ongoing

21/307 Public Open Forum (Maximum 15 minutes)

A resident asked when The Oaks School was going to cut the hedge in School Road.
The clerk informed the resident that this had taken place back at the beginning of the
summer holidays in July and was reported in the September minutes. The resident
stated that it did not seem as though any work had been carried out on the hedge and
it was still overgrowing the highway. Cllr Armstrong had taken photos of this before it
was cut and would take some more photos in the same place to see the difference
over the past 4 months. Then the Clerk will be asked to contact The Oaks again
regarding getting this cut again. **Action Cllr Armstrong/Clerk.**

21/308 **Visitors Reports** (CBC and County Councillors)

Cllr Chapman reported that the problems with the sewage works are still going on and he acknowledged the recent press reports regarding the dumping of raw sewage in the River Stour at storm overflow times and has agreed to contact Sir Bernard Jenkin regarding these matters.

Cllr Chapman had joined a meeting regarding development and traffic issues at Lodge Lane and Turnpike Close. Another meeting has now been set up for this and he will report back to the PC after this has taken place.

21/309 **Finance**

309.1 Matters arising from the Finance Committee on 6th October 2021
Already on the agenda.

309.2 To approve payments in accordance with the 2021/22 Budget

Income

Langham Lodgers – Pitch hire	£ 54.00
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Expenditure

Langham Community Centre	£ 49.00
Allied Landscaping Services Ltd – removal of village sign	£ 120.00
Signwriter Wayne Tanswell – deposit for Village sign	£ 440.00
Pd 20.10.21 so refurbishment works could start.	
Clerk Salary – November 21	£ 810.00
HMRC – NI Contributions	£ 6.21
Contractor – works around village	£ 216.00
Royal Mail Group – Postal licence fee	£ 119.40
Pd 20.10.21 so licence did not expire	
C. Harbach – reimbursement for *Unknown Tommy”	£ 200.00
Bland Landscapes Ltd – trimming of Ash tree	£ 354.00
James Todd & Co – payroll	£ 72.00
Mrs. E. Ellis – flowers for village tubs	£ 20.00
Signwriter Wane Tanswell – completion of sign	£ 440.00
Pinnacle Group – Invoice for grass cutting for year 21/22	£1,440.00
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Total	£3,727.21

These payments were proposed by Cllr Bottwood and seconded by Cllr Mansel-Thomas.

All agreed.

Payments will be made by BACS by Cllr Bottwood and Cllr Mansel-Thomas,

21/310 **Planning/Housing**

310.1 Planning Applications – Observations conveyed under delegated authority since the last meeting.

211546 Laurels – application was just a revised site address.

212634 Oak Bury Ipswich Road. This was the demolition and a replacement of a building which is sited alongside the A12 just prior to the Shell garage on the west side of the A12. No objections to either applications.

21/311 Terms of reference for Recreation Ground Committee

This also covers item 20/316 on the agenda. After discussions around Legal Topic Note 7 paragraph 11 and advice from EALC, which confirmed that what ever the terms of reference for the Recreation Ground committee are, these are to be reflected in the Standing Orders of the council.

It was agreed to put this on the agenda next time as an agenda item for the Recreation Ground committee to bring back to the full council as the Chair of the committee was not present at this meeting. **Action agenda item.**

21/312 S106 Update

The Vistry Homes site has still to have planning conditions removed before works can recommence. With regard to the Vistry Homes Community Facility S106 payments, the original project list was compiled quite a long time ago and it could end up being up to 2 years between the projects list being submitted and funding being released. This is not workable when some projects had a high priority and have therefore already been completed with alternative funding. Cllr Bottwood is in contact with CBC to see if they will accept a revised list. However, CBC have said that a deed of variation may be required and the developer may reject this. This is to be investigated by CBC who will come back to the PC. CBC have said that they are willing to visit the Community Centre and review the requirements on site.

There is no progress with Parks and Recreation officers at the moment but the PC will keep trying to clarify the position with funding procedures and availability.

21/313 Village facilities/amenities survey update – next steps.

Cllr Emms was not present at the meeting but it was agreed that an additional meeting of the council should be convened to consider the next phase of the project which will be delivering the projects that have been identified in the survey. There are some projects that are longer term but an action plan needs to be agreed that will identify the structure of any new working groups, the work has already commenced on some key projects.

21/314 Community Engagement Plan

Although this document had been circulated and been agreed previously it had not been formally signed off. Cllr Bottwood then formally signed these documents. The delivery of the engagement plan was discussed and the updated version will be circulated by Cllr Armstrong to the council again. This will be an agenda item for the next meeting to be signed off. **Action Cllr Armstrong and agenda item for next meeting.**

21/315 Website: future plans for The Local Marketing Team (TLMT)

The recent comments from the councillor Armstrong with regard to hacking activities on the site have been sent over to TLMT and the council are waiting for a response from them. There has been discussions with another provider (KAT) who may be a possible company to use to manage the website as a replacement for TLMT if the council agrees to replace them. There is an exploratory meeting set up with KAT for further discussions.

21/316 Committee voting rights

Discussions on this were under 21/311

21/317 Queens Jubilee Celebrations – update.

No more news has been heard back regarding the fly over as yet.
Two other residents have started to gain information on various ideas/activities that have been put forward and the PC are going to try and arrange a meeting with them. The PC will offer support or help with these events where they can.

21/318 Traffic Survey

These are being distributed around the village and include the Business Parks. The hard copies have already started to come back, and when there are a sufficient number returned they will be manually input to google forms to accumulate the data.

21/319 Website Biographies

The suggested content has been emailed to councillors and all comments on the biographies are to be sent back to Cllr Bottwood. **Ongoing**

21/320 Remembrance Sunday Service 14/11/21

The information of the services has been received today and the service at the village memorial in School Road is at 10:45am and at the USAAF monument at 11:40am. Various councillors will be attending these services. Wreaths will be delivered to Bob Schofield and he will place these on the day on behalf of the council.

21/321 Clerk's Report and Correspondence

1. The Clerk received a request via an email for the details of the Langham with Boxted newsletter contacts, which were passed on.
2. A resident has sent an email regarding the placing of the "Unknown Tommy" at the USAAF memorial site. This has now been relocated at the School Road village memorial.
3. The Parish council has had notification that there is a formal complaint made about the councils activities and procedures.
4. The clerk has been contacted by CBC regarding a visit from Community 360 regarding Winter resilience. The Clerk has asked for more information and is waiting to hear back from CBC.
5. The Clerk has been in touch with the housing association (NHG Notting Hill Genesis Housing Association) They visited the Whitehouse Close site and the property that was thought to be empty. They are still looking into the issue regarding one of these properties being let to someone not complying with the covenant restrictions and they are still to reply to the Clerk.
6. The Clerk was contacted by the Langham "Men in Sheds" group who donated a wooden "Tommy" for the village.

21/322 Councillor's Reports

No decisions are made or action points allocated in this section

Cllr Mansel-Thomas – Following up on gaining information on allotments with CBC.

Cllr Palmer – Has a meeting arranged with Bob Schofield to discuss the arrangements that are needed for next years bonfire.

Cllr Bottwood – Has had a dialogue the Environment agency regarding the Langham Water recycling centre (WRC) and the issues with the Sewerage network . He is also in conversation with Sir Bernard Jenkin’s office about Anglian Water meeting with Langham PC and residents.

Cllr Brockman – No report.

Cllr Armstrong – Vistry – the meeting update will be useful on site the date is yet to be confirmed. Also, he has been in contact with Tom Clay regarding a social media health check and the feedback on the current facebook page and the website was useful.

21/323 Training Events

Reports on attended events

Nominations for new events

The Clerk had attended courses on Monitoring with CBC, Town and Parish Clerks meeting and a Planning course.

The new councillors were advised to look at the courses when they come out in December for councillor two day training next year.

21/324 Items for the next agenda

As above

Future council meeting dates

21/235 To confirm date and time of next meetings

No meeting in December

Next meeting Wednesday 5th January 2022

Meeting finished at 9:40pm

Signed

Chairman Cllr Bottwood

Date