

**Draft Minutes of Langham Parish Council (LPC) Meeting
6th December 2023 held at Langham Community Centre 7:30pm**

Attendees: Cllr Bottwood, Cllr Armstrong, Cllr Freeman, Cllr Ogawa

Present: Clerk – Carol Harbach
Cllr Barber ECC councillor
1 Member of the public

23/115 Welcome and apologies for absence

Cllr Bottwood welcomed everyone to the meeting.
Apologies from Cllr Thorpe, Cllr Brockman, and Bob Schofield.

23/116 Declaration of Members interests

If any declarations do arise, they can be made during the meeting.
None arose.

23/117 Agreement of Minutes of the meeting on 4th October 2023 no meeting in November 2023.

These minutes were agreed after an amendment to state that Cllr Thorpe took the minutes of the meeting. Proposed by Cllr Freeman seconded Cllr Armstrong. All agreed. These were then signed.

23/118 Matters arising from the meeting on 4th October 2023

Letter to Boxted Airfield has been drafted to sent to them.
Highways matters – covered under Visitors reports.
Agrimix – change of use – retrospective planning application has been received from ECC. Followed up with resident. Now discharged
Footpath 47 – later on agenda
Car transporter issue at Lodge Lane – nothing back from resident to date
Playground opening – new roundabout has been repaired.
Credit card no update. Application being held up due to delay by Barclays.
Other items raised from the last meeting are on the agenda

23/119 Public Open Forum (Maximum 15 minutes)

Questions may be noted and answered at the next meeting.

A resident asked for update on the provision of a third tennis court which was to be provided as part of the MUGA project.

This was put on hold until a solution was found for the required safety netting height highlighted by the cricket ball striking survey. This was part of the evaluation for bringing competitive cricket back to Langham. The survey indicated the tennis courts and western boundary needed safety netting protection. There has been no supplier found that can provide netting to 13 metres height. It is likely that we will soon move forward on the MUGA project if no solution can be found for the cricket requirements.

It was noted that there may be S106 money available which can go towards the MUGA project.

Resurfacing of the tennis courts was also mentioned and this may become part of the MUGA project. It was explained that there was money in the tennis club maintenance account that could be used for resurfacing but a new contract needs to be agreed between the tennis club and the LPC. The previous contract expired some years ago

Visitors Reports (Colchester City Council (CCC) and County Councillors)

Cllr Barber reported on the outstanding projects. The Vehicle Activated Sign (VAS) in Park Lane has failed and the PC had requested a new battery as the existing one is over 15 years old. Highways had inspected the sign and said that the solar panels need replacing as they were damaged. It was explained that the solar panels had been damaged by vandalism when the site was first installed but that had not affected their functionality. If Highways wanted to change the solar panels and provide a new battery this was acceptable to LPC. Cllr Barber explained that this would need to be funded as a Local Highway's Panel (LHP) project.

The kerbing adjacent the Community Centre is still to be completed. Funding for this had been allocated from the LHP 21/22 budget and had been ring fenced so that it was not lost in this current year. There were two false starts when dates were issued for the project to commence but nothing has been provided. LPC are concerned that this project may never be delivered after a wait of over 4 years. Cllr Barber stated that a new cabinet minister was now in place, Tom Cunningham and he has asked for a review of outstanding projects and will then be reviewing the rest of the LHP lists. There is a meeting of the LHP in December which then will provide more details and updates.

Speed Indicator Device (SID) Wick Road - There is still an issue with getting Highway's agreement for the installation of a shallow socket in Wick Road as the test site dig had unearthed underground utilities that will hamper the required foundation depth for a standard socket, this that can be overcome with the use of a shallow socket. Highways had stated that a new license application would need to be made for this as the details have changed but the PC were of the opinion that the socket specification could be agreed in advance of this so that work on a license was not abortive. The socket specification included detailed foundation information that had already been supplied to Cllr Barber. Cllr Barber agreed to follow this up again.

Sustainable Transport (Sustrans) report - Cllr Barber introduced this and explained that this is a sizable piece of work that showed how the Northern gateway would be linked to Boxted and Langham for cyclists, pedestrians, mobility vehicles and horseback riders. This would involve upgrading existing PRoWs and redesigning the road network to provide safe access. This report is now in the public domain and Cllr Barber would like to hold a public meeting with residents in the village so that the options could be clearly explained and feedback provided. A presentation would be booked by ECC for this for Langham residents to attend. The LPC agreed to support this event which may take place at the end of January 2023. This Sustrans project is on the ECC website for people to look at.

Pylons - Hiorns Smart Energy Networks Report commissioned by ECC, Suffolk & Norfolk looks hopeful and recognises that there could be a delay of up to five years before the overland Pylons' route needs to be implemented. Information exchanges are ongoing with Cllr Barber and Cllr Armstrong.

Funding for the red lining in Turnpike Road is being reviewed again at the next LHP meeting in December when funding will be allocated for nominated projects.

Shrubbery around the Gigaclear cabinet at the junction between Moor Road and Park Lane cabinet has still not been resolved although it is anticipated that any planting will not take place until Springtime. Cllr Thorpe has been liaising with Gigaclear and will follow this up.

Re-routing of footpaths 26 and 29 – Cllr Barber was asked what happens now this process has gone to the Secretary of State. Cllr Barber thinks it will be similar to the planning process and take note of comments sent in. Cllr Barber will get clarification on this process and get back to us.

The planned meeting with Tom Cunningham to discuss road safety matters is now 21st December.

Councillor Barber was thanked for his input and left the meeting at this point.

23/121

Finance

121.1 Matters arising from previous Finance Committee meeting

This meeting planned for 6th December was not quorate.

121.2 To approve payments in accordance with the 2023/24 budget

These need to be agreed by the Full council as the finance committee was not quorate.

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|---|------------|
| Clerk Salary Nov 23 plus including backpay agreement with Gov. | £1,460.40 |
| NI & Tax Payment | 353.61 |
| Contractor Invoice 11/23 | 180.00 |
| James Todd & Co Payroll invoice 66808 | 26.40 |
| Langham Community Centre hire invoice SI- 5680 | 57.00 |
| Fred Smith Christmas Tree for village | 300.00 |
| Schofield Removal – paper storage | 82.80 |
| P. Armstrong Bonfire ticket and sum-up machine | |
| Reimbursement | 216.27 |
| Dan Bowman Hedge cutting at LCC | 156.00 |
| Mrs. E. Ellis winter plants for tubs in village | 23.70 |
| S. Brockman Book reimbursement | 14.39 |
| S. Dawson – reimbursement for plants and manure at Community Garden | 55.20 |
| Wave Water – standpipe on field | 23.16 |
| Litter pickers | 115.00 |
| Carol Concert mulled wine/sweets - agreed £150.00 | |
| No invoices to date | ===== |
| | £2,949.53 |
| Payments from LCC S106 account | |
| Acorn Mobility Stairlift Ltd | 3,490.00 |
| dBa Acoustic Ltd – acoustic panels | |
| Approval when completed next week | 9,305.40 |
| Barnard Construction – redecorating after stairlift | 618.69 |
| | ===== |
| Total | £13,434.09 |

Proposed Cllr Freeman seconded Cllr Ogawa

Procuring a Gazebo for Carol Concert – Cllr Ogawa to following up with John Palmer.

121.3 To approve budget and precept proposed by Finance Committee

This will be taken to the next meeting as Finance Committee not quorate

121.4 To approve Clerk's pay award

Calculations for the pay award from the payroll company have been provided and information circulated to councillors. The agreement to go ahead with this proposal. Proposed Cllr Armstrong seconded Cllr Freeman.

23/122

Planning/Housing

122.1 Planning Applications Decisions Received

232116 - Springfield Farm, Nightingale Hill, Langham Colchester CO4 5PN

Application for prior approval for the conversion of agricultural building to five new dwellings. Withdrawn by applicant

122.2 Planning Applications Received

Nothing prior to agenda publication

Since publication of agenda

232702 Perry Grove, Grove Hill, Langham Essex CO4 5PJ

4 new dwellings within 2 new structures, creating 4no. semi-detached dwellings. (Re-submission of application 231774 which was withdrawn)
Expiry date 20/12/23.

230965 Langham Hall, Dedham Road, Langham Colchester CO4 5PS

Proposed barn extension, change of use to livery, granular track extension and storage bays.

It is planned to have a planning meeting next week to discuss these two applications.

122.3

Notifying residents of Planning applications received and LPA decisions taken

A resident had asked about this via an email. It was requested that the PC publish information on social media concerning planning applications received and the associated PC responses. After a discussion it was suggested this could be provided via a link on the PC website which will direct users to the Colchester planning portal where detailed information can be viewed. This will be discussed further and then voted on at the next meeting.

23/123

Anglian Water follow up public meeting

The LPC are arranging a follow up meeting with Anglian Water, to include Sir Bernard Jenkin, for January 2024.

23/124

Recreation Ground Committee updates

- Bonfire Night

This will be followed up in more detail at the next meeting as Cllr Thorpe was not present.

- Football Club bookings – goals

Quotes for the goals have been received by the Clerk.

lever wheels and weight goals £3,510.00 360-degree wheels £3,713.40

The 360 degrees can be ordered and £4000 has been set aside from thS106 funding to buy these. This was discussed by the council and it was agreed to purchase the 360-degree wheeled goals.

Proposed Cllr Ogawa seconded Armstrong All agreed.

A formal request for these will still need to be made from the Recreation Ground Committee.

- Children's Play area

Rubbish Bins contract – quote in for £ 1,458.60 from CCC this will go Recreation Ground (RG) committee to discuss. It was asked whether the same number of collections are needed over the winter period. This needs to be reviewed by the Recreation Ground Committee.

- Multi-Use sports court

This will be followed up in more detail at the next meeting as Cllr Thorpe was not present.

- Cricket

This will be followed up in more detail at the next meeting as Cllr Thorpe not present.

- Gazebos/Marquees

The current Marquees/gazebos need to be replaced as they have come to the end of their working life. Proposed Cllr Ogawa second Cllr Freeman.

This will go to the Recreation Ground Committee for further discussion

- Skip (Bonfire clearance)

It was agreed that, when the weather is suitable, a large skip would be provided so that the container could also be cleared. Actual size to be finalised by RG committee.

23/125 Shrubbery – Moor Road/Park Lane Gigaclear Installation

Rolled over until next meeting.

23/126 Agreement to reviewed policies and terms of reference

Rolled over until next meeting.

23/127 Events through the year for the community

Village events through the year were discussed:

An event for the Summer – a possible classic car show with independent caterers attending.

Continuation of the bonfire event.

A rounders event was also suggested

This topic will be included on the next meeting agenda.

23/128 Vehicle Activated Signs

128.1 VAS sign in Park Lane discussed earlier with Cllr Barber

128.2 SID sign in Wick Road discussed earlier with Cllr Barber

- 23/129 Update on Local Highway Panel projects – Funding carried forward from last year**
Discussed with Cllr Barber earlier.
- 23/130 S106 Status**
A meeting was held with Karen Syrett and LPC and they talked through the issues with “Men in Sheds.” Colchester CCC are now looking to release funds for the remainder of the LCC community facility projects. There is another meeting planned for 7th December and a report will be given at the next meeting.
- 23/131 Coffee morning at LCC**
Friday 1st March PC Gary Woolford is available for coffee with the cops
It was agreed that LPC will host one a coffee morning event at the LCC each year. At least one Cllr will attend the coffee mornings when they are run through the year.
- 23/132 Oakview boundary with the Recreation Ground**
The meeting with the owners of Oakview has been delayed due to the ongoing issues surrounding cricket safety netting required at the site boundary. There will be another meeting with the residents to confirm the PC’s position on the boundary demarcation. It has been agreed that the ditch between Oakview and the Recreation Ground should remain as a working ditch to prevent future flooding. Action Cllr Bottwood to arrange a meeting with owners of Oakview
- 23/133 Parish Council Elections May 2024 (includes potential budget costs for this)**
The last scheduled election for Langham Parish Council was due to be in 2020. This was postponed until 2021. This in turn meant that all councillors were elected for a 3-year term enabling the Parish Council to remain on the same electoral cycle. It was not made clear to the new Council in 2021 that its first year of office was officially the second year of office. If there is an election called next year the costs of this will be £1200 which will be put into the budget. If an election is not called, due to insufficient candidates applying, then the costs to the Parish Council will be £70.
Cllr Bottwood asked if the current councillors are likely to be standing again in May as this will inform the council of how many councillors it will need to advertise for if no one else applies.
Currently Cllr Freeman, Cllr Ogawa and Cllr Armstrong will all be re-applying
Cllr Bottwood will not be standing again.
- 23/134 Councillor Status – Cllr Armstrong**
133.1 Current Vacancy advertising Cllr Armstrong
It was agreed to try and fill the vacancy that we currently have.
133.2 Website Bios
It was brought up by a resident that we should have more information about Councillors on the website. It was agreed that website bios on Councillors would be added to the website.
The councillors will send something to Cllr Armstrong to put on the website.

- 23/135 Councillor's Reports**
No decisions are made or action points allocated in this section
Cllr Armstrong – nothing else
Cllr Freeman – allotment training. This had proved to be very useful and there are different ways you can do this. It was recommended to join the Allotment Association where you can gain more information on setting these up.
Cllr Ogawa – Recreation Ground meeting needs to be set.
Cllr Bottwood – nothing else
- 23/136 Footpath 47 update Cllr Armstrong**
Mentioned earlier – Agrimix site Turnpike Close. A retrospective planning application has now been made to cover the additional business activities on this site. Comments made by Highways relating to this application seems to offer good protection to footpath 47.
- 23/137 Clerk's Report and Correspondence**
New bus timetables have gone out and been posted on the boards and website.
There is a meeting at the LCC on Saturday 20th January 2024 10-30am – 2pm to cover energy grants for anyone who is not on oil or gas heating. This provides an opportunity to apply for insulation grants. Notices are on the boards and on the website.
The LPC have won certificates from the Essex Playing Fields Association. A Silver certificate for the playground and a certificate of merit for the Recreation Field. These will be put up by Bob Schofield in the LCC.
- 23/138 Training/Events**
Any training requirements to be given to the Clerk.
- 23/139 Items for the next agenda**
See above.
- 23/140 To confirm dates of next meeting**
Wednesday 10th January 2023
- 23/141 Chairman's closure of meeting**
The Chair closed the meeting at 9.30pm.