

DRAFT

**Minutes of
Langham Parish Council (LPC) meeting
6th September 2023 Langham Community Centre 7:30pm**

Attendees: Cllr Bottwood, Cllr Thorpe, Cllr Brockman, Cllr Freeman
Cllr Ogawa.

Present: Carol Harbach – Clerk
2 Members of the public

23/73 **Welcome and apologies for absence**
Cllr Bottwood welcomed everyone to the meeting.
Apologies from Cllr Armstrong

23/74 **Declaration of Members interests**
None arose. If any declarations do arise, they can be made during the meeting.

23/75 **Agreement of Minutes of the meeting on 5th July 2023**
These minutes were agreed as a true and accurate account of events.
Proposed by Cllr Freeman seconded Cllr Bottwood All agreed.

23/76 **Matters arising from the meeting on 5th July 2023**
Telecoms – update from last meeting. EALC directed the council to the ECC website where their aim is to have Superfast speeds available at all premises in Essex. Gigabit-capable services available at more than 85% of premises in Essex. 4G services available across 99% of the Essex geography.
Cllr Thorpe has rebooked with another representative to follow up on resident's concerns. Ongoing
Boxted Airfield letter is still due to be sent. On next agenda
Highway's Traffic analysis dates being discussed - ongoing
Oak view boundary on the agenda, Cllr Barber has sent the PC pictures of the Manhole at the Northwest boundary of the Recreation Ground.
Kerb stones – not yet complete, still waiting for funding to be signed off by the Local Highways' panel. Ongoing
VAS sign later on agenda, Battery and New solar panel has been chased by Cllr Barber.
Agrimix – no current application for change of use. Cllr Bottwood will chase with Cllr Barber.
Overhanging trees on Birchwood Road have been reported to Highways.
Missing 30mph sign in Greyhound Hill and other Highway issues still Ongoing
Footpath 47 – still ongoing and Cllr Armstrong is not present tonight Ongoing.
Car transporter Lodge Lane – the residents have still not informed the council where vehicles are being stored so we cannot follow this up as yet.
Two conditions on the Williamsons Developments planning application 220595 seemed to be contradictory. Condition 17 states that no development shall commence until a detailed foul water strategy was submitted and none occupied until a foul water strategy was carried out and approved. Condition 18 states no development above ground level will be allowed until a detailed wastewater strategy has been submitted and approved by the LPA. Plus, the developer is to acquire and provide to LPA written confirmation from the EA

and statutory provider (AW) that adequate wastewater and sewage capacity was available.

The planning officer has provided an update: Apparently the LPA applies both of these conditions as in some instances the statutory provider has separate foul water and wastewater networks or disposal methods. Discharged

The official opening of the children's play area is on the agenda meeting of the Recreation Ground agenda. It may be the October half term but this is yet to be agreed. Ongoing

The Councillor vacancy will be put on Langham Locals and this will be followed up with Cllr Armstrong.

23/77

Public Open Forum (Maximum 15 minutes)

Questions may be noted and answered at the next meeting.

A resident asked about an overgrown footpath to see if that can be cut back.. These are overseen by Highways and there are various footpaths that currently need cutting. These will be reported to Highways again.

23/78

Visitors Reports (CCC and County Councillors)

Clerk to contact both councillors to see when they will be able to next attend a Langham Meeting.

23/79

Finance

79.1 Matters arising from previous Finance Committee meetings.

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

As there was no meeting in August the following payments were agreed by the Finance Committee as per the Finance Regulations of the Council.

C. Harbach – salary July 23	£904.26
HMRC – NI Payment	16.94
Contractor Invoice 7/23 July	228.00
James Todd & Co – payroll July	26.40
Langham Community Centre – July	70.50
Agrovista Ltd- White lining paint for field	195.00
C. Harbach – reimbursement for rubble sacks	8.50

£1,449.60

Payments for this month to be approved

C. Harbach – salary for Augst 23	904.26
Contractors Invoice 8/23 Aug 23	228.00
James Todd & Co Ltd – payroll Aug 23	26.40
Langham Community Centre Inv 5588	22.50
CALC Affiliation fees 23/24	35.00
Colchester City Council Weekly bin collection	367.50
For 3 months In Recreation Ground	
Wicksteed Leisure Ltd Playground inspection	134.64
dB Attenuation Ltd for LCC Hall acoustic panels	5,010.60
deposit S106 money	
Safelincs Ltd – Evac chair for LCC S106 projects	803.99
Acorn Mobility Services Ltd – New chairlift for LCC	
S106 money deposit	2,400.00

PKF Littlejohn external auditor					504.00
Wave Water – standpipe charge on field					21.02
					=====
			Total		10,428.91
Balance as at 31/8/23					
Current account August 23					
Community Account 30553093	£	34,239.33	Income	£	111,510.18
Savings account 30553085		113.79	Expenditure	£	93,531.66
Tennis account 50634468		14,996.22			
Bonfire account 40553182		2.52			
					=====
			Total	£	49,321.86

Notification of the second precept payment from CCC has been received and will be in the account in the next few days.

The external auditor has returned the report for the last year and is published on the website and on the noticeboards.

Thanks from the council was given to the clerk for the clean auditor report.

23/80

Planning/Housing

80.1 Planning Applications Decisions Received

230423 Floral Dene, Park Lane, Langham, Essex, CO4 5NN

Demolition of existing garage, construction of an annex. Refused

231787 Church Farm, Dedham Road, Langham Essex CO4 5PS Application for approval of details reserved by condition 4 of application 202778. Approved

231776 Land South of, School Road, Langham Colchester. Application to discharge conditions 6 (Written Scheme of Investigation), 7 (Contamination Risk Assessment), 8 (Remediation Method Statement), 11 (Construction Method Statement) & 12 (Construction Turning Facility) to application 220595. 6 partially discharged, 7 & 8 Refused 11 & 12 discharged

80.2 Planning Applications Received

231655 The Fens, Old Mill Road, Langham Essex CO4 5NU

Regularise previously approved single storey extension. Remove external gas bottle storage cupboard. Replace existing window and door to ground floor bedroom. New kitchen door and sidelight in existing window opening. New section of brickwork plinth. Also, Listed building consent. No comment

231793 Park Lane Business Centre, Park Lane, Langham Essex CO4 5WR

Application for variation of conditions 2, 3, 4 and 6 following grant of planning permission 213130 No comment

231774 Perry Grove, Grove Hill. The PC made an objection and it was submitted to the LPA.

23/81

Recreation Ground Committee updates

- Bonfire Night

The group were due to have meeting this week but had to cancel and will meet next week. 90% has been completed by Cllr Ogawa still a few

outstanding items. Source of material for bonfire have been obtained and the parking location will be determined by the site where the fireworks are going to be set off. The fireworks company are coming out next week to see where they may set these off.

Next meeting will be arranged.

No response as yet from the university to the PC's request for volunteers.

The wrist bands are being looked at and start and end times of the event need to be known for the bars etc. The price of the tickets is being looked at by the committee.

Pallets are being sourced for the bonfire and being followed up. John Palmer has offered hedge and tree wood that he has available if it is needed. John Palmer will be contacted nearer the date. The following sponsors have been contacted: Langham Hall, L J Rose, F.J. Greenwood, the Birchwood farm shop and Whitnell Construction.. Number of volunteers are still being looked at for the night.

- Football Club bookings – 3 clubs are currently using the site and it is going well, there were some minor issues but these have been dealt with. Roll away goals were discussed and will be on the RG agenda. The costs of the roll away goals were around the £2000 mark.

There was some initial trouble getting the football clubs to book the parking with the LCC but this is now resolved.

With regard to the fun run, the footballers will be contacted to tell them that no football will be allowed on the Recreation Ground that day.. The footballers need to let the LCC know their booking will not be required for the day and they should not to be charged.

- Children's Play area - the date for this has already been mentioned. The minor repairs are scheduled to be completed soon. The contractor is no longer having to deal with the bins anymore and the collection contract is with CCC. The contractor will be asked to trim down the side of the hedge between the fence and hedge behind the playground.

There may be a play area club set up by school parents so they can use the car park . This should be taken up with the LCC.

- Multi-Use sports court this is on hold at the moment depending on the cricket discussions that are taking place and a Sport England representative will be asked for recommendations to follow for the MUGA.

Cricket - Cllr Bottwood will follow this up with Labosport who provided the ball striking survey. The netting height issue needs to be resolved before this goes any further.

23/82

SID Sign in Wick Road

Some excavation has been completed in Wick Road and a gravel drainage bed was found. The PC have gone back to ask Highways if a shorter depth socket can be installed if we comply with the manufacturer's specification. . This is still going backwards and forwards with Cllr Barber. Ongoing

23/83

S106 Issues

The exchange of emails has been circulated regarding the Men in Sheds allocation of s106 funding. A resident stated that Colchester Council have not followed the rules and the resident is going to take the matter up with the ombudsman. The resident has walked over to the Men in Sheds site which is 1.4 miles walking distance. It was not clear whether the distance stated by the LPA was taken from a route direction or as the crow flies. The Parish Council believes that providing s106 funding for the Men in Shed's project will not mitigate the impact of hundreds of new residents moving to the village as a result of new housing development. Also, it is not an inclusive facility as it is aimed at the older male generation most of whom come from outside of the village, in fact this is the only Shed's facility in Colchester City. There is a meeting being arranged to meet with Karen Syrett, the Joint Head of Planning CCC, regarding this and other planning issues. The council are not against the project but it is not meeting the criteria set for the allocation of developer contributions and it does not meet the needs of the village facilities. Cllr Tom Rowe will be contacted by the council as he is our Ward Councillor regarding this.

23/84

Oakview boundary with the Recreation Ground

This is still ongoing at the moment and there are two issues, one the boundary location and the other is the cricket safety netting situation. The flood authority has had contact with the owners of Oakview. A discussion with the owners concerning the boundary and cricket will need to take place. Ongoing

23/85

National Grid Consultation on Norwich to Tilbury proposed Pylons Route

The Parish Council response to the public consultation was submitted. The content of the response was based on the information provided by the Pylons East Anglia team.

23/86

Councillor vacancies

There is still a vacancy on the council and anyone who may be interested in joining the council should contact the Clerk in the first instance. Advertising the vacancy was discussed earlier and it is thought that it needs to be go out on social media again.

23/87

Policies for review at next meeting. Councillor allocations to review and circulate.

The policies that are due to be reviewed this month were reviewed by the named councillors below and circulated if any amendments are suggested.

Asset Register – Cllr Freeman

Annual Code of Conduct – Cllr Brockman

Discipline and Grievance Procedures – Cllr Bottwood

Terms of reference – Finance – Cllr Armstrong

Terms of reference – Recreation – Cllr Thorpe

Terms of reference – Staffing – Cllr Bottwood

Terms of reference – Planning – Cllr Thorpe

Freedom of Information Act – Cllr Ogawa

Standing Orders – Cllr Bottwood

Financial Regulations – Cllr Brockman
Risk Assessment – Cllr Armstrong
Complaints procedure – Action Cllr Bottwood

Please note the name change from CBC to CCC will be amended on all documentation.

23/88

Councillor’s Reports

No decisions are made or action points allocated in this section

Cllr Thorpe – no further report
Cllr Brockman – no further report
Cllr Freeman – no further report
Cllr Bottwood – no further report
Cllr Ogawa - no further report

23/89

Clerk’s Report and Correspondence

There are Coronation tree packs available these are free or subsidised tree schemes, administered by the local authorities for local residents and organisations. There are also Coronation Community Orchards grant: to provide grants for local people and groups to establish community orchards.

I have been in contact with PC Gary Woolford will be attending the Langham Community Centre coffee morning at the end of October if anyone would like to come along and talk to him, please come and have a “Coffee with the Cops”.

23/90

Training/Events

Any training requirements requested are to go to the Clerk
The Clerk has passed her CiLCA qualification with the Society Local Council Clerks. This was recognised before the meeting started and the Clerk was congratulated by the members of the Council in attendance.

23/91

**Items for the next agenda
Above and footpaths,**

23/92

To confirm dates of next meeting

Next meeting Wednesday 4th October 7:30pm apologies from Cllr Ogawa.

23/93

Chairmans closure of meeting

The chairman closed the meeting at 9:10pm

Signed

Cllr Bottwood

Date