

Draft Minutes of Langham Parish Council (LPC) Meeting
10th January 2024 held at Langham Community Centre 7:30pm

Attendees: Cllr Bottwood, Cllr Thorpe, Cllr Brockman, Cllr Armstrong, Cllr Freeman,

Present: Clerk – Carol Harbach
1 Member of the public

23/142 Welcome and apologies for absence

Cllr Bottwood welcomed everyone to the meeting. Apologies were received from Cllr Ogawa and from Cllr Barber.

23/143 Declaration of Members interests

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

23/144 Agreement of Minutes of the meeting on 6th December 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 Brockman All agreed. These were then signed.

23/145 Matters arising from the meeting on 6th December 2023

Rerouting footpath 26 and 29. This has been sent to the Secretary of State for adjudication. At the last meeting Cllr Barber had agreed to provide clarification on the process but nothing had been received to date. Ongoing. Rest of matters arising are on this agenda.

23/146 Public Open Forum (Maximum 15 minutes)

Questions may be noted and answered at the next meeting.

A resident asked if anything could be done with the ditches on Greyhound Hill. The resident felt that the flooding in this area was exacerbated by the ditches being filled in around the junction of Greyhound Hill and School Road. This had already been reported to Highways and the LPC agreed to make sure it was kept on the Highway's outstanding work projects.

Sewage leakage is again appearing at Chapel Road and Moor Road and lorries were taking this to Colchester as it was explained that there was no capacity at the Langham WRC.

The signs are still down in Greyhound Hill after having reported.

There was a new temporary speed sign put up on the bridge at Birchwood Road, this sign has fallen down but has been reported.

23/147 Visitors Reports (CCC and County Councillors)

No Cllrs present

Cllr Bottwood has been in contact with Cllr Barber to follow up on the items that were outstanding from the last meeting.

Cllr Barber is aware of the flooding issues and has been liaising with Anglian Water and Highways on these. Once he hears anything substantial, Cllr Barber will update the council.

All the other items are on the agenda

23/148

Finance

148.1 Matters arising from previous Finance Committee meeting

The credit card has still not arrived and is being followed up by Cllr Brockman. A new statement has been issued to go into the finance regulations and was read out by Cllr Bottwood. This covers the use of a credit card by the council. This was proposed Cllr Armstrong seconded Cllr Thorpe all agreed. The finance regulations will be updated and circulated to all councillor and placed on the website.

Bonfire Accounts – Outstanding amount from Colchester Mortgages and minor payments are being followed up.

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

The following were recommended for payment to the full council.

Troggys grass cutting 2023 invoice 0325 paid Dec 23	£900.00
Clerk Salary Dec 23	£982.56
HMRC Dec 23	£48.93
Contractors Invoice 12/23 agreed by Cllr Thorpe	£150.00
James Todd & Co Dec 23 payroll invoice 67585	£26.40
Agrovista white line marking for pitch Invoice CD971657254	£195.00
C. Harbach – RG sign reimbursements	£58.30
M. Bottwood – reimbursement for mulled wine Carol Service	£58.98
CALC – subscription 23/24	£35.00

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Total £2,520.67

Proposed Cllr Brockman second Cllr Thorpe All agreed

148.3 To approve final budget and precept proposed by Finance Committee

These had been recommended by the Finance Committee and had been circulated to the council prior to this meeting. There are no new items and the final new figures will be reviewed if needed.

Proposed for both forms Cllr Freeman Seconded Cllr Armstrong. All agreed. Precept forms will now be sent to Colchester City Council by the Clerk. Finance Regulations Proposed Cllr Armstrong seconded Cllr Thorpe All agreed.

23/149

Planning/Housing

149.1 Planning Applications Decisions Received

(Nothing prior to agenda publication)

149.2 Planning Applications Received

232918 – Honeycroft, Moor Road, Langham Colchester CO4 5NR

Proposed extensions and external and internal alterations.

The planning committee will look at this and submit comments if needed.

Consultation expiry is 23/1/24.

23/150

Anglian Water (AW) follow up public meeting

There is a possible date for 2nd Feb 2024 for this meeting, this is to be confirmed by AW. Some residents have had their properties flooded again

after 6 years. It is believed that this was due to a pump failure at the AW pumping station.

23/151

Recreation Ground Committee updates

- Bonfire Night

This was discussed in detail and the profit is likely to be just under £5,000

- Football Club bookings – goals

Three clubs currently using the pitch, Boxted are only a temporary measure the other two teams will hopefully renew this year. The goals with the 360-degree wheel were preferred and will be ordered. The contractor will be asked to put these together and chains will need to be ordered for these items.

Proper groundwork on the field is likely to need undertaking and grass cutting collected. Aeration and rolling are also needed. Rubbish being left behind after games had also been a problem in the past.

Car park issues have tended to be resolved.

- Children's Play area

The roundabout has been fixed and the rest of the small repairs need to be completed this will be completed before the playground event which is likely to be the 20th April but this is temporary date until the work is completed.

The last cost quote for this work is £534.74 – may it be a little bit more now; this will be checked with Wicksteed. Proposed £800 budget to be spent.

Proposed Cllr Freeman second Cllr Thorpe. All agreed.

- Multi Use Games Area (MUGA)

This has not progressed due to the cricket issues. This will now be looked at in more detail and different sports compatibility and surfaces will be looked into. The tennis club would like to use this as a third court for tournaments and there needs to be a new Tennis contract arranged to let them know what their usage will be and what is expected from the LPC. The old Tennis contract will be found and sent round to the councillors to look at. A discussion was had regarding the MUGA statement of requirements which could be looked at by an outside consultancy company who could also carry out an evaluation of quotations. This will be considered after details have been found on potential organisations that could offer this service.

- Cricket at Langham – The PC have been unable to proceed with this due the height of the safety netting recommended in the Labosport ball striking survey. No supplier can be found that could supply netting at the required height of at least 13 metres. Essex cricket have been informed of this and have also been asked if junior cricket could be considered if the safety netting heights were likely to be less. Essex cricket will let us know if this may be feasible but it was accepted that we should get on with the MUGA and shelve the cricket project.

- Gazebos/Marquees

The old marquees are now beyond their useful life and will be replaced.

Money has been allocated for this in the budget and this is on the next Recreation Ground agenda.

23/152

Shrubbery – Moor Road/Park Lane Gigaclear Installation

The forms have been sent to Gigaclear but have not come back yet.

Cllr Thorpe has chased this and we now need a statement from Gigaclear to state what they can and cannot do with regards to the Highways requirements.

The council are only brokers in this matter as we do not own any of the facilities and require a statement from Gigaclear.

23/153

Update on reviewed policies and terms of reference (tor)

The previous renewals and updates of the policies and terms of reference had not been agreed as there was some new wording in the finance regulations. The new wording in the Finance Regulations had been agreed and circulated to all councillors prior to the meeting (update for credit card covered under item 23/148). The Disciplinary and Grievance procedures are still being worked on. Finance Regulations Proposed Cllr Armstrong seconded Cllr Thorpe All agreed.

23/154

Events through the year for the community

It had previously been discussed to have some other events through the year for the village. This will be looked into by the Recreation Ground committee and suggestions will be put forward. A classic Car event was suggested for the summer for the village, this will be researched and details brought back to the council. Cllr Freeman will follow this up. A rounders event was also discussed and will be referred to Cllr Ogawa who raised it at the last meeting.

23/155

Vehicle Activated Signs

155.1 VAS sign in Park Lane

An indicative cost of for the replacement battery has been received from ECC at a cost of £346.87 including installation. It was suggested that a budget figure of £400 should be earmarked for this. It was agreed that we should go ahead with the purchase of a new battery initially as it was felt that this would cure the problem. If additional expenditure were required for a new solar panel this would be considered separately. Proposed Cllr Freeman and seconded by Cllr Armstrong Agreed by all. Cllr Bottwood will follow this up.

155.2 SID sign in Wick Road

Cllr Barber has sent an email stating that the Highways department are not willing to accept a shallower depth for the socket. The data sheets for the NAL socket have been passed on to Cllr Barber to send County Highways. The project contractors have also been contacted to see if there are any of these short sockets currently exist in Essex. Details will be reported back when known. If the SID cannot be placed in Wick Road, then the council will have to look for new sites which could be on Langham Lane and/or Park Lane as these are the other likely options.

Cllr Thorpe left the meeting at 8:30pm.

23/156

Update on Local Highway Panel projects

156.1 "Ring Fenced" funding for projects carried forward from last year

There are "ringed fenced" projects that have been carried forward from last year, these include the kerbstones for the verge at the community centre. The PC have been informed by Cllr Barber that the portfolio holder has not released funding information for LHP projects.

156.2 Red lining in Turnpike Close

The North Essex Parking Partnership (NEPP) have no budget available for the red lining required in Turnpike Close. A further update is awaited from Cllr Barber.

23/157

S106 Status

A further meeting with Karen Syrett (CCC head of planning) took place on 7th December. We outlined the problems with their existing master list as a number of projects seemed to be maintenance requirements. Some maintenance projects would be considered if it increased capacity (e.g. roof damage meant that accommodation could not be used). The issue with the lack of transparency with the sign off process and the clarity of the process itself was again mentioned. The PC were told to use the consultation expiry date as the deadline for submitting projects for each application. We agreed to submit a list of all of our requirements for discussion at the next meeting which is on 14th February.

All the current projects for the LCC have now been completed and signed off by them. It was proposed to transfer the outstanding balance from the LCC S106 account to the LPC account as the LPC had previously paid for project deposit's out of the council's accounts so the work could be undertaken. Any VAT due to the LCC will be transferred to them directly once this has been claimed by the LPC at the end of the fiscal year. Proposed Cllr seconded Cllr All agreed.

23/158

Oakview boundary with the Recreation Ground

There will be another informal meeting arranged with the owner for updates.

23/159

Parish Council Elections May 2024

Council elections are due to take place in May this year and not all the current councillors may re-stand for election.

The minimum number for a quorum is three councillors. If following the election in, May the council have this number then the parish council can still operate. If there were to be less than 3 councillors then the parish council could not operate and the City Council would re-advertise the vacant posts. The ultimate position is that the City Council could appoint temporary councillors to the parish council as it recently has for Wakes Colne Parish Council in order to stabilise the parish council and see it through this period. If applications are received by CCC for more than the allocated number of councillor vacancies then an election will take place.

23/160

Councillor Status

161.1 Current Vacancy

There is still a vacancy for another councillor to join the council and a previous candidate has been contacted regarding this. Cllr Bottwood will be having a conversation with him later this week.

161.2 Website Bios

These were previously discussed and will be deferred until after the council elections.

23/161

Councillor's Reports

No decisions are made or action points allocated in this section
Cllr Thorpe – Not present
Cllr Brockman – No report
Cllr Armstrong – Vistry Homes - remaining homes now looking to be affordable homes this is on their website.
Cllr Freeman – Requirement for more bus shelters. This will be on the agenda for the next meeting for next meeting.
Cllr Bottwood – No further report

23/162 **Footpath 47/Agrimix retrospective planning application -**
Cllr Armstrong reported that there is nothing new to report on this we are still waiting for news from Cllr Barber on the outcome of the planning application.

23/163 **Clerk’s Report and Correspondence**
There has been an email from a resident regarding the raw sewage that has appeared from the drains overflow over the past few days. It is thought the pump at the Chapel Road pumping station may have failed causing flooding in Chapel Road and Moor Road. Information will be gathered by the PC for the next public meeting with AW on 2nd February.

23/164 **Training/Events**
Any training requirements are to be given to the Clerk.
No training has been attended this month.

23/165 **Items for the next agenda**
Above
Bus Shelter

23/166 **To confirm dates of next meeting**
Wednesday 7th February 2024 7:30pm
Meeting Closed 9:08pm

Signed

Cllr Bottwood

Date