MINUTES OF A MEETING OF LANGFORD & ULTING PARISH COUNCIL HELD ON TUESDAY 21st MARCH 2023 AT LANGFORD & ULTING VILLAGE HALL

Present: Councillors: Irene Allen, Lester Magness, Kathy Palmer and Colin Ashby.

In the Chair: Councillor Irene Allen

Clerk: Jenny Clemo (Retiring) and Justine Atterbury

Also present: District Councillor Simon Morgan and three members of the public.

23/33. **Apologies for absence**

Apologies were received from Cllr. Anfilogoff.

23/34. **Minutes of the previous meeting**

The minutes of the meeting held on 21st February 2023 having been previously circulated were taken as read, agreed and signed by the Chairman.

23/35. **Declarations of Interest**

None declared.

23/36. **District Councillor’s report**

Cllr. Morgan reported the following:

* The full council had met on 22 February and the budget had been passed. Council tax had been increased by 2.99% for band D properties.
* The Maldon District Council five year Housing land supply methodology was under review.
* Wickham Bishops (Church Road) had received an outline planning application for 50 properties.
* Maldon District Council had adopted an open door policy between 9:00 – 16:00.
* A12 Widening Working Group – It was hoped that the submission sent to Highways England which raised concerns about volume of traffic at the Duke of Wellington, Hatfield Peverel would be given full consideration.
* Purdah started 14 March. Cllr Morgan would still be holding a surgery on 15th April in Wickham Bishops.

No further responses had been received to questions raised at the previous meeting.

Cllr Ashby arrived and joined the meeting.

Councillors raised concerns regarding flytipping. Several incidents had been reported to MDC. MDC were only able to clear waste on public land, which left concerns for the waste dumped on private land.

The Chairman thanked Cllr. Morgan for attending the meeting.

23/37. **Public Question Time**

* The pot hole opposite the salt heap had been marked by Essex Highways and it was hoped this would now be scheduled to be repaired.
* Complaints had been received about the bird scarers. There were reports of them starting as early as 5:30 and firing at less than hourly frequency. It was noted that complaints should be reported by the complainant to the Environment Agency, as the parish council was unable to act on their behalf on this occasion.
* Planning enforcement concerns had been reported about Church Cottages.
* Water was running down Spring Lane. The Clerk agreed to contact Hatfield Peveral Parish clerk as this was located in their parish.

23/38. **Matters for information from previous** **meetings**

23/23 m) The notice of elections had been received and posted.

23/28 The litter pick was taking place on 25 March. To start from Langford Village Hall at 10:00.

22/131. Ulting Village sign – The refurbishment of the sign was complete and it was now with Cllr Ashby awaiting to be re-installed.

22/146 a) Oval Park planning – Response to question whether a separate application for works is required for trees in a conservation area or with TPO once planning permission granted. Answer from MDC stated permission is granted by the planning permission and a separate application is not required. Cllr Magness had raised concerns regarding the way the application was considered by MDC and was awaiting a response.

23/20 Blocked ditch beside Hatfield Road, Langford from Ulting Lane (Ulting Lane junction)

The blocked ditch has been re reported to ECC floods team with references of previous reports (3593655 and 3565564). Floods team forwarded details to Highways.

22/130. Dog Waste Bin site – Received from Appletons. Checking position with Northumbria Water no response to date.

22/149. Replacement Langford Noticeboard – To provide details of the type of noticeboard the parish council would like to the VHMC.

23/39. **Planning Matters**

a) Planning applications received:

i) **23/00155/HOUSE and 23/00156/LBC** Proposed rear single storey extension with parapet wall, demolish existing dilapidated outbuilding and replace with new garage, existing boundary wall demolished and replaced with new driveway and internal and external alterations

*The General Stores Maldon Road Langford Maldon Essex CM9 4SS*

Councillors welcomed a planning application has been submitted to renovate the property. However, concerns were raised that the proposals were not in keeping with the listed building, particularly in relation to the flat roof on the extension. Further concerns were raised with external alterations to the windows. There were concerns on the visibility for the new access point in Maldon Road.

ii) **23/00129/HOUSE** Two storey rear extension, single storey rear extension, dormers to front and rear, alterations to roof, extension to car port and internal alterations.

*Langmere Maldon Road Langford Maldon Essex CM9 4SS*

There were no objections raised.

iii) **23/00241/SCR** Request for a screening opinion in accordance with the EIA Regulations 2017 for a proposed pipeline between Layer WTW and Langford WTW on behalf of Essex and Suffolk Water.

*Maldon Road Langford Essex*

There were no objections raised.

iv) **23/00152/PACUAR** Conversion of detached agricultural building to two dwellings, each with integral garage.

*Outbuilding At Stock Hall Farm Hatfield Road Ulting Essex*

v) **23/00151/PACUAR** Conversion of detached agricultural building to one dwelling.

*Building C Stock Hall Farm Hatfield Road Ulting Essex*

The comments relate to both 23/00152/PACUAR and 23/00151/PACUAR. As per the parish councils previous comments -

We recommend the refusal of planning permission, for the reasons listed below:

The outbuilding is adjacent to the curtilage of Stock Hall, a Grade II listed dwellinghouse and close to several Grade II listed agricultural buildings within Stock Hall's curtilage.

The south wall of the outbuilding is contiguous to the boundary of Stock Hall.

The adjacent agricultural buildings in Stock Hall farmyard itself are still in use and the activities associated with them may have an adverse impact on the amenity of future occupants.

Access to the site is along a narrow, unmade track with a ditch either side and there are no passing places.

The existing building would not be capable of functioning as a dwelling without the proposed works and the works proposed to convert the building are considered to go beyond what might reasonably be described as a conversion. As stated in the Building Condition and Structural Assessment Report, which does not appear to have been updated since the building was assessed in September 2016, the building would require major upgrading, alteration and refurbishment works. The building has fallen into further disrepair over the ensuing period and in all practical terms the development would be akin to starting afresh with only a modest amount of help from the original building. The photos in the report indicate the property may still being used as a working farm.

The Parish Council is also concerned about safety issues caused by the additional traffic that will be generated as it joins and leaves Hatfield Road which has a speed limit of 60mph. The access track is almost opposite the entrance to Oval Park which is busy during peak rush hour times. In addition, planning applications for a further development at Oval Park have been granted. This will substantially increase the amount of traffic on this dangerous stretch of road which has already seen more accidents over the last year.

b) Planning decisions received:

i) **22/00837/FULM** Car parking and installation of surface water drainage system

*CML Microsystems Limited Oval Park Hatfield Road Langford Essex CM9 6WG*

ii) **22/00841/OUTM** Outline planning permission with the matters of Access for consideration for Business/research park for uses within Use Class E(g), together with new estate road, car parking, service areas and landscaping.

*Eastern Plot Oval Park Hatfield Road Langford Essex*

The planning decisions received were noted.

**23/40. Correspondence**

a) EALC Nimble courses – It was noted there were further online courses available

b) Community Hub Grant Scheme – It was agreed to explore the possibility of applying for a grant to assist with utility bills for the street lights.

Cllr. Morgan left the meeting.

c) Notification of event – The helping communities deliver net-zero: housing and energy 4 May event was noted.

d) Green Waste increase – The increase to £56 for Green Waste was noted.

e) Lorries using Witham Road – The request from a local resident to investigate lorries using Witham Road was considered. It was noted the private road that lorries had been using to access the businesses in the converted barns adjacent to Langford Hall has now been closed. It was agreed to request that the resident document the names of the lorries and times and contact would be made to the relevant companies.

23/24. **Finance**

a) The following payments were authorised:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Net** | **VAT** | **Gross** |  |
| KGS Signs | £552.00 | £110.40 | £662.40 | Refurbishment of Ulting sign |
| The Chelmsford Diocesan Board of Finance | £185.00 |  | £185.00 | Printing Spring 2023 newsletter |
| Mrs J Clemo | £707.65 |  | £707.65 | Clerk’s salary (Jan - Mar) |
| Mrs J Clemo | £115.34 | £1.53 | £116.87 | Clerk’s expenses |
| Mrs J Atterbury | £254.65 |  | £254.65 | Clerk’s salary (Mar) |
| Mrs J Atterbury | £41.75 | £0.94 | £42.69 | Clerk’s expenses |
| HMRC | £174.20 |  | £174.20 | Tax |

The following cheque was raised and will be ratified at the next meeting –

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Net** | **VAT** | **Gross** |  |
| Maldon District Council | £99.75 | £19.95 | £119.70 | Grasscutting Ulting Churchyard |

b) The following direct debit payments were confirmed:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Net** | **VAT** | **Gross** |  |
| A&J Lighting Solutions Ltd | £17.12 | £3.42 | £20.54 | Streetlight maintenance (Mar 2023) |
| SSE | £5.85 | £0.29 | £6.14 | Streetlight electricity (Feb 2023) |
| SSE | £33.62 | £1.68 | £35.30 | Streetlight electricity (Feb 2023) |

c) Bank Reconciliation - Cllr Palmer confirmed that she had undertaken internal control to verify the bank reconciliation produced by the clerk for month of February 2023.

d) VAT Return – It was noted the clerk had submitted the VAT return to 28th February 2023.

23/42. **Essex & Suffolk Water - Fish and Eel Pass**

a) The request from Essex & Suffolk Water for access to land whilst work is undertaken was agreed.

b) Langford projects which could benefit from sponsorship funding were considered. Suggestions by a neighbouring resident included the inclusion of a defibrillator or benches at the Village Hall. Councillors to agree proposals at the next meeting.

23/43. **Appointment of Clerk and RFO**

a) It was agreed to formally appoint Justine Atterbury to the role of Clerk and RFO. The Chair signed the Clerks contract.

b) The change the contact details and address for correspondence to Langford and Ulting Parish Council to 4 Church Cottages, Church Road, Boreham Essex, CM3 3EG were agreed.

c) The change of contact details and address for correspondence and bank statements (as above) were agreed. The Chair and Cllr Magness signed the letter of authority.

d) Authorisation for the continuation of the telephone banking service which allows the Parish Clerk to transfer money between the Langford & Ulting Parish Council two bank accounts was agreed.

23/44. **Financial Regulations**

The Financial Regulations based on NALC 2016 model adopted 19th March 2019 were agreed.

21/45. **Internal Controls Review**

The council’s internal control statement including approval of expenditure, authorisation of payments and how they are made were reviewed and approved. The Chair and the new Clerk signed the internal control statement.

23/46. **Items from the councillors** (NEXT AGENDA ITEMS ONLY)

Bird Scarers – to consider complaints regarding bird scarers.

23/47.  **Date of next meeting**

The next meeting will be held on Tuesday 18th April 2023 following Langford Annual Parish Meeting.

The meeting closed at 9.08pm.

Signed: (Chairman) Date: