

MINUTES OF THE ANNUAL MEETING OF LANGFORD & ULTING PARISH COUNCIL HELD ON TUESDAY 21st MAY 2024 AT CROUCHMANS BARN, ULTING

Present: Councillors: Irene Allen, Colin Ashby, Jenny Clemo, Lester Magness and Kathy Palmer
In the Chair: Councillor Irene Allen
Acting Clerk: Jenny Clemo
Also present: 3 members of the public

24/66. Election of Chairman

Cllr. Ashby proposed and Cllr. Palmer seconded Cllr. Allen as Chairman. As there were no other nominations Cllr. Allen was elected Chairman for the forthcoming year.

24/67. Declaration of Acceptance of Office

Declaration of Acceptance of Office as Chairman was signed by the Chairman.

24/68. Election of Vice Chairman

Cllr. Allen proposed and Cllr. Ashby seconded Cllr. Magness as Vice Chairman. As there were no other nominations Cllr. Magness was elected Vice Chairman for the forthcoming year.

24/69. Appointments to committees

The following appointments were made:

Langford Planning representatives: Cllrs. Allen and Magness

Ulting Planning representatives: Cllrs. Palmer and Clemo

Emergency Planning Officer: Cllr. Ashby

Newsletter: Cllr. Allen

Footpath Representative: Cllr. Ashby

Village Correspondent: Cllr. Allen

24/70. Apologies for absence

None received.

24/71. Minutes of the previous meeting

The minutes of 16th April 2024 having been previously circulated were taken as read, agreed and signed by the Chairman.

24/72. Declarations of Interest

None declared,

24/73. Matters for information from previous meetings

- Extension of double yellow lines at Hoe Mill – It was noted that nearby residents had not provided signatures. Until this is done, the application cannot be submitted.
- Ulting Village Sign – An oak tree had been sourced and a resident had volunteered to make the new post.

24/74. County and District Councillor's report

County Councillor – May report had been circulated to councillors. The following were included: ECC budget, new Local Highway Panels format, member led pothole scheme.

District Councillor – RCCE had queried whether the Parish Council required a Housing Needs Survey; MDC Statutory Annual meeting - Leader and Chairman of the Council re-elected; Cultural Levelling Up fund - £5M to be spent on Maldon and Burnham quays; Grove Farm planning application to be discussed at NW Planning Committee.

24/75. **Public Question Time** (limited to 15 minutes if required).

- Bridleway to Red Lodge, Langford – Problems with parked vehicles obstructing the bridleway.
- Beavis Lea – Resident queried whether permission had been granted for the extension being built or if this was allowed under permitted development.

24/76. **Planning Matters**

a) Planning applications received.

24/00346/HOUSE - Replace existing conservatory with single storey side extension. 

The Paddock, Ulting Lane, Ulting. The Parish Council had no objections.

b) Planning decisions received.

24/00205/FUL - Demolition of existing dwelling and outbuildings and construction of a replacement dwelling, Rosemead, Bumfords Lane, Ulting was refused.

Cllr. Morgan left the meeting.

24/77. **Correspondence**

a) University of Essex invitation to the Annual Meeting and Summer Reception 27th June from 2pm. No one able to attend.

b) Beacon Lighting Ceremony at Promenade Park to Mark D-Day 80th Anniversary - Thursday 6th June at 8.45pm.

c) Blackwater Restoration Plan – Cllr. Clemo had attended the workshop at Marks Hall on 2nd May.

d) Ride London Classique – Saturday 25th May, Maldon District. Community Fun Day at Promenade Park from 10am to 12 noon.

e) Chelmsford Local Plan Review – Consultation on the Preferred Options Local Plan (Regulation 18) is open until Wednesday 19th June. See: www.chelmsford.gov.uk/lp-review

f) Community Safety Officer – Request for any priorities within the Parish regarding Community Safety received. Repair of potholes is a serious concern in the Parish.

g) Ulting Closed churchyard – Headstone had been repaired. Exclusion zone put around ash monolith as work to tree cannot be carried out safely until resident wasps and bees are dormant.

h) Register of Interests – Councillors were asked to check their details to ensure that it is up to date.

The correspondence was noted.

24/78. **Finance**

a) The following payments were authorised:-

	Net	VAT	Gross	
Mr N Spooner	£75.00		£75.00	Internal audit
Zurich Municipal	£351.81		£351.81	Insurance
Mrs J Atterbury	£91.07		£91.07	Holiday pay
Mrs J Atterbury	£268.74		£268.74	Additional hours worked (2023/24)
HMRC	£89.80		£89.80	Tax

b) The following direct debit payments were confirmed:-

	Net	VAT	Gross	
SSE	£10.25	£2.05	£12.30	Streetlight electricity (March 2024)
SSE	£24.10	£1.21	£25.31	Streetlight electricity (March 2024)
A&J Lighting Solutions Ltd	£17.12	£3.42	£20.54	Streetlight maintenance (May 2024)

c) Internal Audit – The report from the Internal Auditor was received and noted.

d) Bank Reconciliation - Cllr Palmer confirmed that she had undertaken internal control to verify bank reconciliation produced by the clerk for the month of April 2024.

e) Income and Expenditure – The annual finance report showing actual spend against budget for the year to 31st March 2024 was noted.

f) Annual precept – Receipt of £13,500.00 from Maldon District Council was noted. This was paid late due to an administrative oversight and £18.77 interest was paid.

24/79. Annual Governance and Accountability Return 2024

- a) It was agreed that the accounts for year ending 31st March 2024 should be approved and signed by the Chairman and Acting Clerk.
- b) Approval of Certificate of Exemption – Income and expenditure for the year were both under £25000 and it was agreed that the Certificate of Exemption – AGAR Part 2 should be signed by the Chairman and Acting Clerk.
- c) Annual Governance Statement, (Section 1) was approved by the Parish Council and then signed by the Chairman and Acting Clerk. The variances sheet was reviewed.
- d) The Annual Accounting Statement, (Section 2) was approved by the Parish Council and signed by the Chairman.
- e) The Annual Internal Audit report 2023-24 was noted.
- f) To note Public Rights dates - It was noted that public rights dates would be 3rd June to 12th July 2024.

24/80. Barclays Bank

It was agreed that the contact details and address for correspondence and bank statements for Langford and Ulting Parish Council would be changed to: Jane Clemo, Acting Parish Clerk, Robins, Ulting, Maldon, CM9 6QS. Two councillors signed the letter of authority.

24/81. General Power of Competence

It was noted that the council no longer meets the criteria set out in the schedule of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 for the 2024-25 municipal year and is therefore unable to exercise the general power of competence as set out in part 1 of the Localism Act 2011.

24/82. Standing Orders

The Standing Orders were approved.

24/83. Fixed Asset Register

The fixed asset register for 2024-25 was agreed.

24/84. Ulting Annual Parish Meeting

None raised.

22/85. Items from the councillors (NEXT AGENDA ITEMS ONLY)

22/86. Date of next meeting

The next meeting will be held on Tuesday 18th June 2024 at Langford & Ulting Village Hall.

24/87. Exclusion of the Public and Press

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting for the following item of business on the grounds that it includes information relating to individuals.

24/88. New Clerk

The Parish Clerk job had been offered to one of the applicants subject to satisfactory references.

The meeting closed at 9.15pm.

Signed: (Chairman)

Date: