



Clerk

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A MEETING OF LANGLEY PARISH COUNCIL  
HELD AT LANGLEY COMMUNITY CENTRE, LANGLEY UPPER GREEN ON  
**MONDAY 8th April 2019 at 8.00pm**

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### MINUTES

**Attended:** Cllr Elkington (Chair), Cllr North (Vice Chair), Cllr Rivett, Cllr Clark, Cllr Barnes, Cllr Gaillard, Cllr Bull, Cllr Oliver (UDC) arrived at 8.45pm.

**Minutes:** Clerk

**1. APOLOGIES FOR ABSENCE**

None

**2. DECLARATION OF INTERESTS**

It was proposed and agreed by all that Langley Parish Council is a registered owner of the village green and Councillors' declare general interests in all agenda items relating to the village green. Any other interests would be declared in the usual way:

- Cllr Elkington: 8.1 non-pecuniary, member of the Parish Council that owns the land on which the community centre will be built & the granting of a replacement lease relating to the new Community Centre.
- Cllr North: 8.1 non-pecuniary, member of the Parish Council that owns the land on which the community centre will be built & the granting of a replacement lease relating to the new Community Centre.
- Cllr Rivett 8.1 non-pecuniary, member of the Parish Council that owns the land on which the community centre will be built and the granting of a replacement lease relating to the new Community Centre (wife is a member of of Langley Community Centre Committee).
- Cllr Clark: 8.1 non-pecuniary (member of Langley Community Centre Committee); pecuniary (Chairman of Community Centre Committee and member of the Parish Council that owns the land on which the community centre will be built & the granting of a replacement lease relating to new Community Centre.
- Cllr Barnes: items: 8.1 non-pecuniary, member of the Parish Council that owns the land on which the community centre will be built & the granting of a replacement lease relating to the new Community Centre.
- Cllr Gaillard: item 8.1 non-pecuniary , member of the Parish Council that owns the land on which the Community Centre will be built and the granting of a replacement lease relating to the new Community Centre (husband is a member of Langley Community Centre Committee).
- Cllr Bull: 8.1 non-pecuniary, member of the Parish Council that owns the land on which the community centre will be built & the granting of a replacement lease relating to the new Community Centre.

**3. PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST**

3.1 Two members of the public attended. Concern raised regarding construction traffic and potential damage to access road should a development at Chestnuts go ahead. Councillors confirmed a Deed of Grant is to be prepared between owners and Parish Council solicitor but that no official Plans have been put forward to Uttlesford as yet.

**4. MINUTES OF THE LAST MEETING**

- 4.1 Clerk reported a typing error on both the Summons & Agenda and Minutes for March 2019 in which Clerk's salary was stated at £295.68 but that the actual cheque had been made out for the correct amount of £295.38.
- 4.2 Councillors agreed the Minutes for the 11th March and for the Extraordinary Parish Council Meeting for the 29th March 2019.

**GENERAL ADMINISTRATION**

5.1 Clerk confirmed a copy of the Clerk's report had been sent to the Council. It was agreed that going forward this would be constructive for council to observe progress.

**6. FINANCIAL**

6.1 **Financial Report** – Clerk reported: Bank reconciliation, as at 22nd March 2019, the current account balance was £17,386.74. This includes a deposit to the bank account from Uttlesford District Council as a grant for the playground. PC un-presented cheques, £2,922.31; CC un-

presented cheques, none – resulting in a current account balance of £16,714.11, broken down as follows: PC funds, £13,791.80; CC funds, £35.32; Conservation Group funds, £160.00. PC deposit account £5,123.14.

The Chair stated that £2,000 of the PC funds currently shown in the budget tracker was a grant from the Fete Committee for the Playground and not part of the precept monies which would make the PC funds stand at £11,791.80. All future grants/donations for Playground would be held on a different schedule going forward as it would not come out of Precept money, but that LPC would manage it separately. A new Budget Tracker will be issued later in the month for the next financial year.

It was confirmed that, as agreed at the previous meeting in March, £8000 would be transferred to the Deposit account and a letter has been sent to the Bank to this effect.

It was agreed that JK Bookkeeping would be enlisted to manage with year-end accounts and audit.

It was noted that the cheque runs on both the Agenda and Minutes for the meeting of 8th April included unreconciled cheques which clarifies no duplicate cheques were issued.

## **7. PLANNING APPLICATIONS/PROPERTY**

### **7.1** *Planning Applications received:*

**UTT/0418/96/OP** – Nockolds are currently preparing a Deed of Grant of access for Langley Parish Council to approve.

### **7.2** It was advised that Land Registry had written requesting any comment regarding additional land around Pleasant View. It was agreed that there is no concern to Langley Parish Council as the land is outside the boundary. This will be confirmed to Land Registry.

## **8. LANGLEY VILLAGE PROJECT**

### **8.1** A meeting was held last week and things are progressing. Pavilion and timings newsletter to follow for Church and Community Centre. There are sufficient funds to enable the first phase to go ahead.

## **9. VILLAGE GREEN**

### **9.1** No further update.

## **10. PAVILLION**

Contractor is currently working on plans for demolition and once the building regulations arrive, will notify Langley Parish Council with a possibility of work starting in early May. Chair Cllr confirmed that a letter accepting the contractor's quote had been sent. A Structural Inspection report has been issued.

Eon has requested meters be checked as there may be a discrepancy in LPC's favour. Electricity will be terminated and replaced by a site box.

## **11. LOCAL ENVIRONMENT**

### **11.1** Highways update. Nothing to report, but ongoing.

### **11.2** Highways Devolution Project. Still awaiting £1,000, so nothing to report thus far.

### **11.3** Tidying up has taken place at Rosebrook. Construction repair of roads still outstanding.

### **11.4** Gigaclear. Contractors have been taken off task. It is believed new contractors have been appointed but no further updates at this time.

### **11.5** Electronic Parish communication. More research required to cover GDPR. Mailchimp was suggested as a provider. Suggested communications would include crime, road closures, services and events. Privacy policy to be prepared for LPC to approve. An administrator would need to be appointed.

### **11.6** Parish Council Election - All councillors have reviewed purdah rules during election period. Parish Council meeting will be conducted normally after the Annual General meeting on 13th May 2019.

### **11.7** Defibrillator opportunity: British Heart Foundation could supply a defibrillator at a cost of £600 but LPC would have to supply a cabinet with a source of power which would have to be placed externally on a building. Training will be provided as long as a point of contact is appointed. Research to be carried out on cost of cabinet. It was also requested that the new Community Centre plan for the provision of this equipment.

### **11.8** Long grass cutter maintenance. LPC has several pieces of equipment including a long grass cutter which has been repaired at a cost of £434.00. It was agreed that this should continue to be used and included in the LPC insurance policy. It was proposed by Cllr Barnes and seconded by Cllr Clark that Cllr Rivett be reimbursed for the repair costs. LPC could reclaim the VAT and the £160.00 held in the Conservation Group Funds could be transferred across to the current account for LPC to help manage funds.

## **12. PLAYGROUND**

### **12.1** A representative of the playground committee has had to step down. The Vice Chair will continue to attempt to raise money from Grants and Funding and will endeavour to appoint a new local representative to assist with this perhaps using the new Electronic Parish communication. Some equipment has been replaced and some taken away with a view to replace. Cllr Oliver was thanked for the Grant Funding of £450.00.

Rangers are not going to clean playground benches. Rangers still have outstanding work to finish. LPC was most appreciative of the recent Railings job at Potterells corner.

It was agreed that trees on the playground would need uplifting in order for the grass to be kept trim and that the work would be appointed to a regular contractor.

**13. DISTRICT AND COUNTY COUNCIL**

- 13.1 Cllr Oliver advised that local plans are going on. Inspectors questions have been answered but no response as yet.  
There was a council meeting on 9th April regarding libraries proposing to be run down which are owned by Essex.  
Defibrillator grants will be available for the new tax year.

**14. CHEQUES FOR SIGNING**

- 14.1 Council agree to the following cheques to be signed:

<b>Langley Parish Council - Cheque run for April including unreconciled cheques for March 2019</b>			
Mrs D Haines	Clerk's salary	101325	£295.68
Clavering Parish Council	Green Waste shared costs	101326	£138.92
Nockolds solicitors	Legal fees for Langley PC	101327	£1053.50
Pelham Structures	Reimbursement for playground repair.	101328	£804.06
EALC	2019/2020 Affiliation fees	101329	£118.97
EALC	Councillor Training Day June 10 2019	101330	£108.00
EALC	Councillor Training Day June 18 2019	101331	£108.00
Debbie Haines	Clerk's salary	101332	£295.38
		<b>Total:</b>	<b>£2,922.31</b>

**15. MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA .**

- 15.1 LPC insurance renewal.  
15.2 Annual village meeting in June 2019.  
15.3 Gigaclear  
15.4 Electronic Parish Communication  
15.5 Co-option plans  
15.6 Potteralls  
15.7 Caravan  
15.8 Parish Clerk Advertising costs

**16. DATE OF NEXT MEETING:**

**SIGNED: Clerk**

Debbie Haines

**DATE:**

8th April 2019

- 16.1 Council agreed date of next parish council meeting, Monday 13th May 2019.