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| Clerk: Erica Williams  E-mail: [langleyclerk@googlemail.com](mailto:langleyclerk@googlemail.com)  13 Princes Close, Balsham, Cambridgeshire CB21 4EE  A MEETING OF LANGLEY PARISH COUNCIL  HELD AT LANGLEY COMMUNITY CENTRE, LANGLEY UPPER GREEN ON  **MONDAY 11th November at 8.00pm** |

**MINUTES**

**Attended:** Cllr Elkington (Chair), Cllr North, Cllr Rivett, Cllr Clark, Cllr Barnes, Cllr Bull, Cllr Oliver (UDC) arrived at 8.40pm.

**Minutes:** Erica Williams (Clerk)

**1.** **APOLOGIES FOR ABSENCE**

Cllr Gaillard

**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: 7.1 non-pecuniary (family friend) 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 Langley Community Centre Committee).
* Cllr Clark: 7.1 non-pecuniary (farms land adjacent) 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 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.

**4.** **MINUTES OF THE LAST MEETING**

4.1 Councillors agreed the Minutes for the 14th October 2019 as a true and accurate account of the proceedings of the meeting.

**5. GENERAL ADMINISTRATION**

5.1 The Clerk’s report was sent to all Councillors prior to the meeting and the Clerk requested that any comments or missing items were highlighted.

5.2 Clerk’s meeting with Jane Kidd took place on 7/11/19. Very useful and informative and lots of guidance given by Jane.

5.3 All agreed to go ahead with PC meeting on 9/12/19 as various items have come in that need to be discussed.

**6.** **FINANCIAL**

6.1 **Financial Report** – Bank reconciliation as at 23rd October, the current account balance was £14,241.81. PC unpresented cheques, £426.68 resulting in a current account balance of £13,815.13 Broken down as follows: Playground funds £2,765.56; Highways Devolution Project £1,000, PC funds £10,049.57. PC deposit account £13,134.87 – reserves unrestricted of £9,134.87 and reserves restricted (playground fund) of £4,000. Cllr Rivett notified the PC that there will be some tree works to come in shortly (mainly significant cutting back of two trees in the playground). Verges payments should come in under budget at approximately £1,000 and we are due to receive £1300 from ECC to cover this.

6.2 All informed and happy with cheques to be included in Cheque Run.

6.3 Cllrs Elkington and North to review the Precept figures in comparison with last year. Once completed, the document will be sent to all Cllrs for agreement prior to the final sign off, which must happen at the PC meeting in January.

**7. PLANNING APPLICATIONS/PROPERTY**

7.1 UTT/19/2620/FUL – Unit 4 Brices Yard, Butts Green, Valance Road, Clavering. Bill Bampton presented the PC with the proposed plans and explained the drawings in detail. Councillors reviewed all documentation and there were no objections. Clerk to submit to planning department prior to deadline of 21st November 2019.

8. **LANGLEY VILLAGE PROJECT**

8.1 Jumble Sale was very successful and raised around £600 (15%/85% split between Church and Community Centre). Next event is the Christmas Fayre on 23rd November in Clavering (again 15%/85% split) and then A Christmas Carol, which is a family event on 1st December at the Church. No fundraising will start for the Church until the Community Centre is completed.

Community Centre continues to make excellent progress. Exterior is almost complete except for a couple of minor jobs. Top soiling, seeding and planting all weather dependent. Temporary heating and lighting now inside the building so work can continue whatever the weather. 1st fix wiring has been started. The committee are very grateful to electricians and plumbers who are doing work for very minimal costs.

On track to bring the project in for under £200,000. More pledges for grants have come in, bringing the total up to £128,000 in grants. Lottery representative visiting w/c 11th November to view the project and inform the committee of their PR obligations.

Bill Bampton has had a discussion with neighbouring properties on the Green about planting trees to lesson the impact of the view from their properties. PC to confirm they are happy with planting on the Green – agenda item for next meeting.

8.2 Community Centre Lease termination extension period now completed by Nockolds and signed by Cllr’s Elkington, North and Clark. Awaiting invoice from Nockolds.

8.3 It was agreed to provide external wiring for a defibrillator and its heated cabinet and to be located at the pavilion end of the Community Centre. The Parish Coucil will look into grants for obtaining the defibrillator in the New Year.

**9. VILLAGE GREEN**

9.1 Letter prepared by Cllr Rivett ‘Safeguarding of Public Land in the Parish’ now on headed paper and Clerk to send to all Cllr’s. Clerk to add this to Parish Processes electronic file.

**10. LOCAL ENVIRONMENT**

10.1 Cllr Rivett marked location for the Oak Tree and will check that RBL have been informed.

10.2 Electronic Parish Communication – Cllr Bull presented draft leaflet to all Cllrs and invited comments. This will be printed and sent out with Village Voice.

10.3 Cllr Elkington has finalised co-option policy. Motion to adopt this proposed by Cllr North, seconded by Cllr Clark. Unanimously agreed.

10.4 ECC Microgrants. Cllr Bull informed PC that groups must apply for this directly and not via the PC. Funding has now closed and will re-open in April 2020. Clerk to upload details to the website and further details can be found at <http://www.ealc.gov.uk/community-initiative-fund-/>

10.5 Withdrawl of Essex Infonet services – Cllr Bull has now registered with new website address and has made a start on building it. Community Centre committee confirmed they would like to keep their section on it for the time being.

16.6 Uttlesford Association of Local Councils – Cllr Barnes reported back from the last meeting that a newsletter is due to go out to all parishes detailing the purpose of UALC and inviting them to become members (approximately £5 fee). This will hopefully go out early December. UALC sent Cllr Barnes to Highways Panel Meeting as an observer. Lower Green speed limit was discussed and confirmed, that subject to funds being available, the 30 speed limit has been agreed and up for completion in Q4.

10.7 Gigaclear – no further update.

10.8 Highways Devolution Project – nothing to report.

10.9 Village tidy. Cllr Barnes has noticed a few areas that need a tidy up: Footbridge by the ford (brambles), footbridge by the Chapel (brambles), Lower Green sign (overgrown), railways on the bend near Potterels (need clearing as impacts vision), 2 dead trees overhanging river and potholes along Long Ley access road.

**11. PLAYGROUND**

11.1 CIF panel meeting rescheduled to 15th November.

11.2 Inspection needs to be carried out still. Clerk to email David Gaillard asking this to be carried out asap. Cllr Bull has put temporary fencing around concrete hole and will put a board over the top as well. Cllrs Bull and North to visit this week and investigate the best way to remove / make safe this area. Concrete is too deep to remove by hand so will need a digger.

**12.** **DISTRICT AND COUNTY COUNCIL**

12.1 Cllr Oliver informed us that there is not much happening at UDC and many meetings have been cancelled in light of the upcoming General Election. UDC were expecting Inspectors letter in respect of the Local Plan last week but it didn’t arrive. Steven Miles updated all Cllrs by email to inform them that the Inspectorate had announced that no letters would be issued prior to the election until a new Government had been formed and new Ministers in post. Letter unlikely to be here therefore before the New Year.

**13. CHEQUES FOR SIGNING**

13.1 Council agreed the following cheques to be signed:

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| **Langley Parish Council - Cheque run for October 2019** | | | |
| Erica Williams | Clerk’s salary | 101368 | £306.48 |
| Michael Clarke | Grass cutting | 101369 | £120.00 |
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|  |  | **Total:** | **£426.48** |

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

14.1 Pond by Hoopers due for some work over the winter

14.2 Planting of trees on the Green for neighbouring properties of the Community Centre

**15. DATE OF NEXT MEETING: Monday 9th December 2019**

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| **SIGNED: Clerk** |  | **DATE:** |  |