

# LANGFORD & ULTING PARISH COUNCIL

Clerk to the Council – Theresa Trotzer Wilson  
13 Cross Road, Witham, Essex, CM8 2NA

Councillors are hereby summoned to attend the Annual Parish Council meeting which will be held in:

**Crouchmans Barn, Ulting**

**on Tuesday 20<sup>th</sup> May 2025**

**after the Ulting Annual Parish Meeting commencing at 7:30PM.**

Signed: *TT Wilson*

15th May 2025

## AGENDA

### 25/68. Election of Chairman

To elect a Chair for Year 2025-26

### 25/69. Declaration of Acceptance of Office by Chair.

To receive signed Acceptance of Office from the Chair.

### 25/70. Election of Vice Chairman.

To elect a Vice Chair for Year 2025-26.

### 25/71. Apologies for absence

Members are reminded that s85 of the Local Government Act 1972, states that apologies for absence must be received prior to the meeting.

### 25/72. Declarations of Interest

To receive any Declarations of Interest by Councillors.

*A councillor with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Other Registerable or Non-Registerable Interest, and declare it accordingly.*

*Councillors are reminded that, unless they have been granted a dispensation, if they have a disclosable pecuniary interest in any matter they may not participate in any discussion of or vote on the matter.*

### 25/73. Minutes of the previous meeting

To approve as a correct record the minutes of 22<sup>nd</sup> April 2025.

### 25/74. County and District Councillor's reports

To receive reports.

### 25/75. Public Question Time (limited to 15 minutes if required).

### 25/76. B1019 Speed Watch

To discuss the B1019 Speed Watch scheme

### 25/77. Matters for information from previous meetings

To receive report from clerk.

### 25/78. Correspondence

- a.) Maldon DC – By-Election Maldon West Ward on 29 May; Amphitheatre work is on course to be completed Mid-May; Valley Play ship area floor is being extended; Westcombe Park updated on Langford Road closure

- b.) RCCE – Essex Village of the Year and Rural Community Awards 2025 – Includes awards for village halls and community buildings, community and voluntary groups and community enterprises. Submit in 500 words what makes your parish/hall/group/or community special. Entries due by 2<sup>nd</sup> June.
- c.) ECC – Response to Langford Road Closure
- d.) Essex Libraries – Looking for volunteers to run Summer Reading Challenge. Closing Date is 22 June. <https://libraries.essex.gov.uk/news/summer-reading-challenge-volunteering>
- e.) Maldon DC – 1940s Revival weekend at Prom Park – 21<sup>st</sup> and 22<sup>nd</sup> June; Interim Plan Feedback from the Government to District Councils regarding Local Government Reorganisation (Devolution).
- f.) Woodham Walter Parish Council – Annual Report and Annual Parish Meeting invite
- g.) Passenger Transport – Invitation to upcoming Transport meeting and open drop-in session. Wednesday 5<sup>th</sup> June 10:00am to 12:00pm, Central Baptist Church, Chelmsford CM1 1LN. Register by attendance by 4<sup>th</sup> June.

## 25/79. Planning Matters

### a) Planning applications received:

**25/00442/HOUSE** – Single storey rear extension, addition of front porch extension and new chimneys to side and rear elevation with fenestration alterations.

Field End Crouchmans Farm Road Ulting Maldon Essex CM9 6QT

**Comments due by 30<sup>th</sup> May**

**24/00911/VARM** – Variation of condition 20 on planning permission 15/00419/OUT approved on appeal ( Part outline/part detailed (hybrid) application for mixed use development including: (i) Residential development (Use Class C3) for up to 1138 dwellings including 30% as affordable housing (Outline) (ii) Residential Care for up to 120 beds (Use Class C2) (Outline) (iii) "Neighbourhood" uses which may include retail, commercial, and community uses (Use Classes A1 and/or A2 and/or A3 and/or A4 and/or A5 and/or D1a and/or D1b) (Outline) (iv) Primary school and early years childcare facility (Use Class D1c) (Outline) (v) A relief road between Broad Street Green Road and Langford Road (Detailed element) (vi) Formal and informal open space (including any associated sports pavilion/clubhouse) (Use Class D2e) (Outline); (vii) Construction of initial gas and electricity sub-stations (Detailed); and (Viii) All associated amenity space, landscaping, parking, servicing, utilities (other than as listed in item (vii) above), footpath and cycle links, on-site drainage, and infrastructure works (Outline). The proposed change to the condition would alter the trigger for the provision of that part of the relief road that lies between Langford Road and Maypole Road to be fully completed from 'prior to the occupation of the 100th dwelling' to 'prior to the 26 September 2025'

Land At Broad Street Green Road And Langford Road And Maypole Road Great Totham Essex

**Comments due by 19<sup>th</sup> May**

### b) Planning decisions received:

**25/00402/NMA** – Application for non-material amendment following grant of Planning Permission 22/00840/FULM (Erection of building for Sui Generis purposes, together with car parking, servicing areas and landscaping.) Amendment sought: proposed changes. Extension to second-floor terrace. Replacement of glazed balustrade with stainless steel stanchions and tensioned wire guarding. Increase in the provision of photovoltaic panels.

Maldon Salt 2 Oval Park Hatfield Road Langford Maldon Essex CM9 6WG

**Status: Application Approved – 7<sup>th</sup> May 2025**

**25/05040/DET** – Compliance with conditions notification 23/00260/HOUSE (Single storey rear extension.) Condition 4 - Details of flood proofing/resilience and resistance techniques.

1 John Thresh Way Langford Maldon Essex CM9 6FR

**Status: Conditions Discharged – 9<sup>th</sup> May 2025**

**25/00192/PADOT** – Prior approval for the change of use of agricultural buildings to flexible commercial use.

Outbuildings Stock Hall Farm Hatfield Road Ulting Essex

**Status: Application Refused – 2<sup>nd</sup> May 2025**

**25/80. Appointment of Members to Committees**

- a) To resolve to establish a Personnel Committee and accept the terms of reference.
- b) To appoint members to the Personnel Committee.

**25/81. Appointment of Representatives**

- a) To resolve to appoint the representatives to the following:

- |   |                           |
|---|---------------------------|
| • Langford Planning representatives (2) | • Footpath Representative |
| • Ulting Planning representatives (2)   | • Personnel Committee     |
| • Emergency Planning Officer            | • Village Correspondent   |
| • Newsletter                            |                           |

**25/82. Policies to adopt/review**

- a) To accept the NALC Standing Orders 2025. *No changes*
- b) To accept the NALC Financial Regulations 2025. *No changes*
- c) To accept the Code of Conduct from Maldon District Council. *No changes*
- d) To review the Biodiversity Policy. *Updated by Clerk*
- e) To adopt the following policies


• NALC Dignity at Work	• ICO Publication Scheme
• NALC Data Protection	• Document Retention and Disposal
• NALC Dignity at Work	• Complaints
• NALC Disciplinary	• Training and Development
• NALC Grievance	• Grant awarding
• NALC Equality and Diversity	
• NALC Lone Working	

**25/83. B1018 Road Closure**

To discuss the B1018 road closure in the summer holidays, the response from Essex County Council (ECC) and next steps.

**25/84. Connexin Poles**

To discuss Essex County Council's agreement with Connexin for the installation of Internet of Things (IoT) equipment on lampposts as part of a smart water metering project for Essex and Suffolk Water, and to consider the proposed expansion along Langford Road and next steps.

**25/85. Ulting Churchyard Ash Tree and Bat Assessment Report**

To receive an update on the Bat Roost Assessment Report and consider the next steps in dealing with the Ash Tree in Ulting Churchyard.

**25/86. Annual Governance and Accountability Return for 2024-25**

- a) To confirm and sign the accounts for the year ending 31<sup>st</sup> March 2025
- b) To consider and approve the Certificate of Exemption for 2024/25.
- c) To receive and approve the Annual Internal Auditor's Report for 2024/25.

- d) To consider, approve, and sign the Annual Governance Statement (Section 1) for 2024/25.
- e) To consider, approve, and sign the Accounting Statements (Section 2) for 2024/25.
- f) To note the explanation of variances for 2024/25.
- g) To note the Notice of the Period for the Exercise of Public Rights.

#### 25/87. **General Power of Competence**

To note 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 2025-26 municipal year and is therefore unable to exercise the general power of competence as set out in part 1 of the Localism Act 2011.

#### 25/88. **Parish Council Insurance**

To note that the Parish Council Insurance with Zurich for £324.45 is due for renewal on 01 June 2025 and that the Clerk has reviewed the cover and is satisfied it remains appropriate.

#### 25/89. **Finance**

a) Authorisation of payments to: -

	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	
Theresa Trotzer Wilson	£306.15		£306.15	Salary May
Theresa Trotzer Wilson	£85.91		£85.91	Overtime – April
Theresa Trotzer Wilson	£32.30	£1.00	£31.30	Expenses – May
Zurich Insurance	£324.45		£324.45	Parish Council Insurance

b) Confirmation of direct debit payments to: -

	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	
A&J Lighting Solutions Ltd	£17.12	£3.42	£20.54	Streetlight maintenance May
SSE	£tbc	£-	£tbc	Streetlight electricity

- c) Bank Reconciliation – To appoint a councillor to confirm they have undertaken internal control to verify the bank reconciliation produced by the clerk for month of April 2025.
- d) Bank Signatories – To review the bank signatories and confirm the banking arrangements for 2025-26.
- e) Asset Register 2025/26 – To agree the asset register for 2025/26.
- f) To note the internal transfer of £13,000 from the Community Account to the Business Premium Account, completed by the RFO, in order to maximise interest earnings.
- g) To note the Section 137 figure for the 2025/26 financial year is £11.10 per elector, up from £10.81 in 2024/25.

#### 25/90. **Items from the councillors (NEXT AGENDA ITEMS ONLY)**

#### 25/91. **Meeting Schedule for 2025-26 and date of the next meeting**

Members to agree the meeting schedule (date and time) for 2025-26 and the date of the next meeting.

#### **Close Meeting**