LANGFORD & ULTING PARISH COUNCIL

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

MINUTES OF A MEETING OF LANGFORD & ULTING PARISH COUNCIL HELD ON TUESDAY 21ST APRIL 2026 AT 7:30PM AT LANGFORD & ULTING VILLAGE HALL.

Those Present:

Chair: Cllr. Allen
Councillors: Cllr. Kathy Palmer, Cllr. Lester Magness, Cllr. Ashby
Officers: Mrs. Theresa Trotzer Wilson
District Councillors: Cllr. Simon Morgan
Public present: 0

MINUTES

25/229. **CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**
Cllr Allen welcomed all present and started the meeting. Apologies for absence were received and accepted from Cllr. Jenny Clemo.

25/230. **MINUTES OF THE PREVIOUS MEETING**
The minutes of 17th March 2026 meeting, copies of which had been previously circulated to Members, were taken as read, were agreed and signed by the Chair.

25/231. **DECLARATIONS OF INTEREST**
No declaration declared.

25/232. **COUNTY AND DISTRICT COUNCILLOR'S REPORT**
Cllr Simon Morgan gave a report on the following:

a.) Reorganisation – North East Essex which includes Braintree, Colchester and Tendering, West Essex which includes Harlow, Epping Forest and Uttlesford, Mid Essex which covers Brentwood, Chelmsford and Maldon, South West Essex which covers Basildon and Thurrock and lastly, South East Essex which covers Rochford, Castle-Point, and Southend on Sea. Further discussions took place on what this may look like in practice.

25/233. **PUBLIC QUESTION TIME** (limited to 15 minutes if required)
No public present.

25/234. **CLERKS REPORT**

a.) Langford Church – The anticipated work on the trees that were due to be pollarded in the church yard has been completed.
b.) VAT Return – Received on 19 March 2026.
c.) Internal Audit – The council's certificate of exemption from the AGAR has been completed. Documents are being prepared for the internal audit, after which the council will review all financial documents and sign off the exemption certificate to hand in to PKF Littlejohn, the external auditors.

25/235. **CORRESPONDENCE**

a.) RCCE – Nature Recovery Action Plan Event on 6th May in Hatfield Peverel Village Hall from 9.30 to 1.30. Free event.
b.) Council Wise – Training bulletin with training opportunities in April & May.
c.) EALC – Training bulletin also received with opportunities for clerk and councillors.
d.) PKF Littlejohn – External auditor documents received with deadline to complete by 1 July 2026.
e.) Safer Essex Roads Partnership – Consultation is open until 26th April for feedback on

the new draft Essex Safer Speeds strategy

25/236. **PLANNING MATTERS**

a.) Planning applications received:
26/00192/WTPO – Hoe Mill Lock The Causeway Ulting Maldon Essex
(TPO 16/24) T1-T6 - Ash Trees - Reduce by 5m.
No Comments

b.) Planning decisions received:
26/00033/LBC – Black Cottage Hatfield Road Langford Maldon Essex
Retrospective consent for opening between new lounge and reception area, as larger than originally detailed.
APPLICATION APPROVED – *Granted Listed Building Consent*

c.) For Information:
26/05041/DET – Maldon Salt 2 Oval Park Hatfield Road Langford Maldon Essex
Compliance with conditions notification 24/00839/VARM (Removal of conditions 24, 25 and 26 on approved planning permission 22/00840/FULM (Erection of building for Sui Generis purposes, together with car parking, servicing areas and landscaping) and replace with a new condition to provide a free staff shuttle bus service.)
Condition 12 - Proposed operating hours

25/237. **OVAL PARK REVIEW**

Cllr. Allen stated that she had been in touch with Maldon Salt and CML to complain about the lights that remain on overnight. Since her complaint, these lights have been turned off.

25/238. **TREE WORKS**

a.) Tree works has been completed in Langford Church and the clerk is awaiting an invoice.
b.) An update on the Ash Tree in Ulting closed Churchyard and the bat emergence survey was received. The surveys are due to be carried out on the 13th May, 4th June and 29th June.
c.) The clerk informed councillors that Hybrid Ecology had also quoted for the tree works to be carried out upon completion of the surveys and that this quote was cheaper than others received. It was **resolved** to provisionally accept this quote but to discuss it further upon completion of the surveys.

25/239. **RISK ASSESSMENT**

The Risk Assessment was reviewed and it was **resolved** to approve it as such.

25/240. **SUBSCRIPTION TO RURAL COMMUNITY COUNCIL OF ESSEX**

It was **resolved** to approve the membership to the Rural Community Council of Essex (RCCE) for the 2026/27 year for £53.00 plus 20% VAT = £63.60.

25/241. **PARISH COUNCIL INSURANCE**

It was noted that the Parish Council Insurance with Zurich for £361.41 is due for renewal on 01 June 2026 and that the Clerk has reviewed the cover and is satisfied it remains appropriate.

25/242. **FINANCE**

a) The Year End Budget Report to 31st March 2026 was received.

b) The Bank Receipts Summary to 31st March 2026 was received and signed.

c) The following payments were authorised:-

Payee	Net	VAT	Gross	Description
Theresa Trotzer Wilson	£368.68	1.00	£369.68	Staff Wages
Theresa Trotzer Wilson	£50.00	10.00	£60.00	CloudNext Domain Renewal
Zurich Insurance	£361.41		£361.41	Parish Council Insurance

RCCE	£53.00	10.60	£63.60	RCCE Membership**
TOTAL	**£833.09**	**£11.60**	**£844.69**	

The clerk presented an invoice from Jonty's for the service of the Mower that was carried out earlier in the year. Under financial regulations the Clerk has authority to authorise payments up to £500 within an agreed budget. It was **resolved** that the Clerk will authorise the payment for £390.00 for the mower service.
***If approved at Agenda item 25/240 – approved.*

d) The following direct debit payments were confirmed:-

Payee	**Net**	**VAT**	**Gross**	**Description**
A&J Lighting Solutions Ltd	£17.12	£3.42	£20.54	Streetlight Maintenance
SSE Energy Supply	£64.26	£3.21	£67.47	Streetlight Power
HMRC	£20.00		£20.00	Employer NICs Jan–Mar '26
TOTAL	**£101.38**	**£6.63**	**£108.01**	

e) Bank Reconciliation – It was resolved to appoint Cllr. Palmer to confirm they have undertaken internal control to verify the bank reconciliation produced by the clerk for month of March 2026. Cllr. Palmer completed and signed the bank reconciliation.

f) The Parish Precept has not yet been received as of the date of the meeting.

25/243. **Items from the councillors** (NEXT AGENDA ITEMS ONLY)
Cllr Magness and Palmer gave their apologies for the next meeting.

25/244. **Date of next meeting**
The next meeting will be the Annual Parish Meeting of Ulting to be held on Tuesday 19th May 2026 at 7:30pm in Crouchman's Farm.

Meeting Closed 20:36

Signed: (Chairman) Date: