



LATCHINGDON PARISH COUNCIL

**Minutes of the Annual Parish Council Meeting held on
Thursday 25th May 2017 at 7.30 pm in the Parish Room.
The Village Hall, Burnham Road, Latchingdon, Essex**

PRESENT Cllr Lynn Robinson (Vice Chair) Cllr Jacqueline Ruocco,
Cllr Dave Banner & Cllr Gill Winsor.
In attendance: Sarah Sayer
Members of the public: 0

1. ELECTION OF CHAIR

- a) Cllr Symons was proposed by all present to continue as Chairman and would sign the Acceptance of Office at the June meeting.

2. ELECTION OF VICE-CHAIR

- a) Cllr Robinson was proposed by all present to continue as Vice-Chair and signed the Acceptance office.

3. ELECTION OF VILLAGE HALL COMMITTEE CHAIR – Cllr Winsor to continue.

4. ELECTION OF VILLAGE HALL COMMITTEE VICE-CHAIR – Cllr Ruocco to continue.

5. ELECTION OF KING GEORGE V PLAYING FIELD COMMITTEE CHAIR – Cllr Rogers to continue subject to his agreement.

6. ELECTION OF KING GEORGE V PLAYING FIELD COMMITTEE VICE-CHAIR – Cllr Banner proposed and agreed by all those present.

7. ELECTION OF PLANNING COMMITTEE CHAIR – Cllr Winsor to continue

8. ELECTION OF PLANNING COMMITTEE VICE-CHAIR –Cllr Banner proposed and agreed by all those present.

9. ELECTION OF REPRESENTATIVES.

- a) Highways – Cllr Robinson
b) Police Liaison – Cllr Robinson
c) Dengie Hundred Group of Parish Councils – Cllr Robinson and Cllr Symons
d) LCLC (Power Station) – Cllr Banner
e) Footpath/PROW – Cllr Robinson
f) Tree Warden – Cllr Robinson and Cllr Winsor
g) Public Transport – Cllr Rogers subject to his agreement
h) Flood Management – Cllr Rogers subject to hi agreement
i) Finance/Risk Assessments – Cllr Banner

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Chairman

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- j) Henry Gilder Trust – Agreed to be on rotation as long as the Trust are agreeable to this.

10. APOLOGIES

Cllr Dave Moore, District Councillor(s) Boyce & Acevado. Cllr Rogers & Cllr Symons.

11. MINUTES OF THE MEETING(s)

- a) The minutes of the Parish Council meeting held on 27th April 2017 were proposed by Cllr Ruocco and seconded by Cllr Winsor, agreed and signed as a true and accurate record of the meeting by the Vice Chair – Cllr Robinson.

12. DECLARATIONS OF INTEREST

- c) None declared at this point in the meeting.

13. PUBLIC SESSION

No members of the public present.

14. DISTRICT COUNCILLOR'S REPORT

No District Councillor Report this time as both representatives had District meetings to attend.

15. HIGHWAYS AND TRANSPORT REPORT

- a) The Clerk informed members that there was no change on the reported defects on the ECC Highways website, but she will keep chasing.
b) Cllr Rogers sent his apologies and there was no update for transport.
c) No update available regarding flood relating matters in the village.
d) No further news available on the projects on the Local Highways Panel.

16. PLANNING

The Planning meeting followed the Parish Council meeting.

17. LATCHINGDON SOUTH DEVELOPMENT

- a) It was reported that the meeting that took place on 17th May with the promoter was interesting and that much was cleared up during the course of it. If the position regarding access to the site can be clarified prior to the land sale and the land owners wish that this "cash ransom" along with the proceeds from the land sale go to the building of the new village hall. The Parish Council to pay 27% off the costs incurred up to

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completion of sale and the Parish Councils 27% of the section 106 costs. It was also stated that involvement of the residents in the village was paramount to ensuring that the new village hall had a lot of input from the people that use it.

- b) Following on from discussions at the above mentioned meeting to decide whether to sign the care letter from Gepp & Sons and agree a cap for the fees which when reached will be reviewed and decided upon then. The amount of the cap on legal fees to be written on the letter and then sent back. As per the email the fees stand at £500 plus VAT.
It was agreed to sign the care letter from Gepp & Sons and a £3000 plus VAT cap was agreed and to be reviewed when this is reached.
- c) Update as to whether it was clarified regarding the position with the promoter in regard to "security for Costs" and whether they agreed to discharge the Parish Councils costs in the form of a solicitors undertaking. **No agreement was reached in this respect but as previously mentioned the Parish Council will pay 27% of costs from the sale proceeds of the land and 27% costs for the s106 agreement.**
- d) Were they the terms as currently understood by the Parish Council and the Promoter/Developer clarified in regards to the sale of the Parish Council land and the provision of a new village hall and sports pitch and if so what were they?
- Plans/discussions/choices/specifications – **to be revisited.**
 - Dealing with build – where to put current users – **to be addressed at a later date**
 - Match funding - **Yes**
 - Best Practice – go out to tender - **Yes**
 - Access through Mr. Hulls Land to the Parish Council Land – **Mr Hull has confirmed his intention that there should not be a ransom fee for access to our site on the proviso that the Village will be building a new village hall. If required Mr Hull and the Parish Council will sign an agreement prior to the valuation and sale of the land involved. The section 106 will be agreed by us all and then the land will be valued on the basis of the section 106 agreements, no ransom fee and possible compensation for more than our fair share of affordable housing on our site.. Once a valuation has been agreed and the land sold, we will pay our share of costs involved in the development to point of land sale.**
- e) Will the fees of the Land agent Strutt and Parker be covered by the Promoter/Developer.? **No these will be covered from the proceeds of the land sale.**
- f) To clarify the position in relation to CIL at this site? **Not sure that this is currently relevant?**

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 Chairman

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- g) To discuss exactly what the title information is and was this the information that Mattana Ltd have already seen? **Information regarding title has been given to Mattana and copies can be sent to solicitor**
- h) Was it clarified regarding the position in relation to planning – is the Planning permission a single permission for the whole site so if implementation occurs on the neighbouring land, the section 106 would become enforceable whilst the Parish Council still own the site?
- i) Was it clarified in the S106 whether or not it is the intention to make the Parish Council liable beyond schedule 6 and 7 and as one of the parties forming the "Owner" for all landowner liabilities and whether the Parish Council is liable under clauses 5.1 and 6? **Unanswered**
- j) Will the promoter/developer be providing an indemnity in the Parish Council's favour? **Unanswered.**
- k) Was it clarified whether sections 1.1 of schedule 6 & 7 of the section 106 read as an absolute obligation for my client to obtain the agreement of the council to the village hall development/sports pitch upgrade. Is this not in the gift of MDC? **This to be clarified by MDC**

18. PARISH PATHS

- a) FP No. 8 needs to be sprayed with week killer further along than has been carried out by contractor. Clerk to arrange.
- b) The footpath sign outside No. 61. The Street is still down. Is noted on the ECC website as low priority. Clerk to monitor.

19. ALLOTMENTS

- a) One further allotment to be let out.
- b) Clerk to still contact with BT regarding the possibility of more allotments at the BT Exchange on The Street, however no further action at this time.

20. CORRESPONDENCE

Correspondence noted

21. FINANCE/PAYMENT OF ACCOUNTS

- a) The payments and receipts were reviewed, accepted, agreed and signed for the month of May 2017
- b) The review and signing of the annual return was deferred until June.

22. TRAINING

- a) No training was requested by members of the Clerk.
- b)

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- 23. VILLAGE HALL AND KING GEORGE V PLAYING FIELD AND POND**
Matters dealt with in earlier Committee meetings – minutes will be available in July 2017
- 24. POND & PLAY AREA'S**
Matters dealt with in earlier Committee meetings – minutes will be available in July 2017
- 25. RISK ASSESSMENT(S)**
- a) The updated financial risk assessment was agreed by all those present.
 - b) Clerk still carrying out other pertinent risk assessments using the newly acquired software.
- 26. TO UPDATE MEMBERS ON MEETINGS ATTENDED NOT SHOWN AS A SEPARATE AGENDA ITEM OR MEETING TO BE ATTENDED. WEBSITE/FACEBOOK/CRIME IN THE DENGIE FB PAGE(S)**
No meetings attended.
- 27. WEBSITE/FACEBOOK**
All running smoothly.
- 28. ITEMS FOR NEXT AGENDA & DATE OF NEXT MEETING**
- a) 29th June 2017 at 7.30 p.m
- Clerk to re-email to members the planning information detailing the policies/reasons to use for support/objection of a planning application.

Meeting ended at 20.13 p.m.

Signed.....
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