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**Langford Parish Council AGM Parish Council Meeting 7pm
Langford Village Hall, May 9th 2019**

Draft Minutes

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Present:

**Councillors: Richard Kemp Chairman, Mark Harris Vice Chairman, Ian Burton,
Andrew Clemmons and Ian Corrigan
Peter Handley, Oxfordshire County Council Councillor**

1. Apologies: None

2. Acceptance of Office

All Councillors stood down at the recent May 2019 elections and all were re-elected to serve Langford Parish Council.

The Councillors elected are: Mr Richard Kemp, Mr Mark Harris, Mr Ian Burton, Mr Andrew Clemmons and Mr Ian Corrigan

3. Declarations of Interest

Cllr Mark Harris declared that he had an Interest concerning the potential of a new housing project.

4. Approval of Minutes May 2018

These were agreed by all.

Cllr Mark Harris proposed, Cllr Ian Burton seconded.

The Chairman duly signed the minutes as correct.

5. Election of Chairman & Vice Chairman

5.1 Chairman

Cllr Richard Kemp, the existing Chairman stood down from office.

A proposal of nomination was made for Mr Richard Kemp to be re-elected as Chairman.

A vote was taken and Cllr Richard Kemp was returned to office.

Cllr I Clemmons proposed the motion and Cllr Ian Corrigan seconded.

5.2 Vice Chairman

Cllr Mark Harris stood down as Vice Chairman and was nominated to return to office as Vice Chairman. Cllr Richard Kemp proposed and Cllr Andrew Clemmons seconded the motion.

5.3 Responsible Financial Officer

It was agreed that the Clerk is to continue as Financial Officer

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6. Matters arising from previous meetings, not on this agenda: None

7. Planning

Planning updates from the Parish:

7.1 Sunnyside Barn – this was discussed and all were asked to send comments to Cllr Richard Kemp.

7.2 Village Plan

7.21 Cllr Mark Harris reported that he had met with Deborah Wyatt, new in post, WODC 's Community Housing Investment Officer. He explained that the purpose of the meeting was to discuss the need for additional, affordable housing, as proposed in the Langford Village Plan previously submitted to WODC.

WODC had already identified, in their Strategic Planning document, 2 hectares of land they owned at the back of the school, which could support between 40-50 houses.

Cllr Mark Harris discussed the problems of access and existing parking near the proposed site which could aggravate the already congested parking situation at the Elms and the School.

Although LPC has demonstrated that there is a need for affordable housing it will be necessary to carry out a survey /consultation of Langford's residents' views and wishes as to the acceptability of such a project if it were to go ahead.

Should an agreement be reached for a small development, then this could provide the funds required for the provision of additional off road parking.

Cllr Mark Harris agreed to circulate the notes of the meeting to Councillors.

7.22 Parking at the School

At the meeting, Debbie Wyatt commented that other schools had dealt with the problem of congestion and child safety at school gates, by utilising an innovative "Kiss and Drop scheme"; whereby a child is driven into the school grounds, met by a member of staff and the parent immediately drives away. This had proved successful in reducing the need for cars to be parked outside the gates.

Cllr Mark Harris agreed to suggest this option to the school and its governors.

8. Financial Report

8.1 The Clerk reported that the Treasurers Current Account stood at £13,429 which included £2,000 that had been earmarked for the Local Activity Fund.

The Business account stood at £6247.12 which includes £5,000 towards future replacement of playground equipment.

A claim for re-imbursement of VAT had been submitted to HMRC of £342.

8.2 Annual Governance Statement was read out and agreed by all

8.3 Annual accounts

The annual accounts 2018-19 had been circulated by the RFO. The clerk informed the Council that they had been subjected to an Internal Audit Inspection and had been found to be in order.

Cllr Richard Kemp proposed acceptance of the accounts and Councillor Mark Harris seconded the motion.

9 Highways and environment

9.1 Playground update

The Playground was inspected, by ROSPA, in April. LPC continues to monitor the playground for safety issues and has carried out some minor maintenance work and improvements recommended by the Annual ROSAP report.

Cllrs Ian Corrigan and Andrew Clemmons will make regular weekly inspections.

It was recognised that it will be necessary to re-treat the playground timber structures before next winter.

9.2 Discussion concerning Village Maintenance

Cllr I C reported that OCC Highways had investigated the lost drain at Church Row, and work has been carried out to re-instated it.

White lines have now mark the length of the degradation indicating that work is in hand to repair the stretch of road. This has been highlighted again to OCC and Peter Handley, OCC Councillor, who promised to take this up as a matter of urgency.

9.3 Problems caused by irresponsible car parking

Parked cars are causing problems by blocking entrances to homes and the entrance to the resident s car park at Church Row.

Cllr Ian Corrigan agreed to request that Highways paint a white line over the entrance to the Car Park at Church Row and would report this on Fix my Street.

9.4 Update on War Memorial proposed repairs

Cllr Ian Burton reported that he had received two quotations for the necessary repairs identified at the War Memorial; £660 and £740.00 respectively excluding VAT

He commented that the York Stone plinth had delaminated on two faces and due to the seriousness of the repair, he had escalated the situation to Case Officer, Andrew McAllister of the War Memorial Trust. A meeting has been arranged on the 15th May.

9.5 Discussion concerning the process for setting precept requirement (2020/2021)

Cllr Richard Kemp recommended that items 9.5 and 9.6 to be carried forward for an in depth discussion at the next parish council meeting in July.

9.6 Agreement of the current Asset register see 9.5

9.7 Discussion concerning LPC Councillor's access to council working document

Cllr Ian Burton proposed that a common repository for council documents would make documents/ work in progress more readily available and visible by all. He proposed that Google Drive could be a way forward at an approximate cost of £331.20 plus VAT. This was seconded by Cllr Mark Harris

There being no further business the meeting closed at 8.00pm

Date of the next Langford Parish Council Meeting: July 18th



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**Langford Annual Parish Meeting 8pm
Thursday 9th May 2019
Langford Village Hall**

Draft Minutes

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Present: Cllrs Richard Kemp, Mark Harris, Ian Burton, Andrew Clemmons, Ian Corrigan
OCC Councillor Peter Handley

1. Chairman's Welcome

Cllr R Kemp noted that the Council members were unchanged after the election and he gave thanks to all for their work over the past year.

2. Approval of Minutes of the 2018 Annual Meeting

These had been previously circulated and agreed by all.
Cllr R Kemp proposed and Cllr Ian Corrigan seconded.

3. Chairman's Annual Report

Attached. Appendage 2

3.1 Local Activities Fund

The Chairman was pleased to announce the Council has established a Local Activities Fund to help support village initiatives.

Details can be found on the village website [www.langford GL7.co.uk](http://www.langfordGL7.co.uk)

3.2 Planning Issues

Relatively free year of major issues, most applications had been uncontentious. Wherever possible, the Council tries to consult with both the applicants and anyone else concerned when considering applications and their views are reflected in our responses to WODC Planning Departments.

N.B. LPC Planning guidelines can be found on the village website.

3.3 Parking

The Council has tried to broker various options in order to provide some off road car parking space near the school. Unfortunately this has been without success. However, LPC recognises that this is not an easy issue to resolve.

3.4 Village Matters

Superfast broadband is now available in Langford – suppliers are BT and Gigaclear.

3.5 Village Website

The existing website has been revamped and is now more interactive. It is an excellent communication platform for Langford's residents.

3.6 Maintenance work

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LPC has extended its continued focus. This has become necessary because of reductions in funding from central government resulting in both WODC and OCC having less to spend on maintenance work.

LPC now spray pavements, road edges and do regular litter collections.

3.7 Playground

LPC continues to monitor the playground for safety issues and has carried out some maintenance work and minor improvements as recommended by the Annual ROSPA report.

3.8 War Memorial

LPC has replaced the posts at the War Memorial and reseeded the area. The Chairman thanked Tom Marshall who kindly installed the posts.

LPC marked the centenary of the Great War with a special church service and photography exhibition. The War Memorial was floodlit in the lead up to Remembrance Day and the week following.

3.9 Village Hall

This has had new signs and the Village Hall Management committee continues to raise funds to maintain the Hall

Two new village events, a) Langford Arts Festival will be held in weekend of June 8/9. Details can be found on the LAF website langfordartsfestival.co.uk

and b) September 7th there will be a Village Day - a re-incarnation of our old village fete

3.10 Council Finances

LPC supports the village and its activities wherever possible.

The Parish Council raises funding from the Parish Precept and aims to have a modest precept as possible, consistent with holding a prudent level of reserves for unexpected expenditure requirements. LPC recognises that it will be necessary to accrue for replacement playground equipment.

4. Oxfordshire County Council Report: Cllr Peter Handley

Cllr Peter Handley informed the floor of ongoing projects including:

4.1 Expansion of Brize Norton airbase

This is creating problems in both infrastructure and housing availability and is further exacerbated because the airport is changing from a military airport to one of dual use. He reported that there are more than 8,000 RAF personnel working in addition to 2,500 contractors. He is concerned as there is not enough available local housing resulting in driving property prices and increased rentals. He recognised that it is necessary to upgrade the B road network to allow for any further changes and uses of the Airport.

4.2 Infrastructure

Several sites have been identified in order to reduce traffic flow and congestion. The proposals will include upgrading strategic junctions around the local villages and a new gateway to the south of the RAF base. This should alleviate some of the local traffic issues and prevent "rat runs"

4.3 Pot Holes

Councillor Handley stated that vigilance is required concerning on state of the roads and by reporting damage is on Fix my Street.

Issues on the Broadwell Road and outside Lower Farm Cottages opposite the pub are being looked at by Peter Handley and Highways.

Cllr Kemp thanked Cllr Handley for his continued support.

5. WODC report

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West Oxfordshire District Council Report: None given.

The clerk informed the floor that David MacFarlane stood down at the recent election and a new councillor is to be appointed.

6. Open Forum for Parishioners Views and Issues: None
7. Date of the next meeting Annual Parish Meeting : May 2020 TBC
8. Date of next Langford Parish Council meeting : July 18th
9. There being no further business the meeting concluded AT 20.50PM

Ann Tyldesley – Langford Parish Clerk

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