

LANGHAM PARISH COUNCIL

*Minutes of the Annual Meeting of the Parish Council held on Tuesday 19th May, 2026 in the Village Hall
at 7.19 p.m.*

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Present

Richard Gozney (Chair)
Anne-Marie Coe (Vice Chair)
Ben Jones
Peter O'Hare
Ben Phelps
The Clerk
Three parishioners

1. Election of Chair

One nomination as follows:

Richard Gozney (proposed by Anne-Marie Coe and seconded by Ben Phelps). All in favour.

2. Election of Vice Chair

One nomination as follows:

Anne-Marie Coe (proposed by Peter O'Hare and seconded by Ben Jones). All in favour.

3. Apologies for Absence

Louise Goodenough, Matt Reynolds and Sarah Butikofer (District Council)

4. Declarations of Interest

None.

5. Minutes of the last meeting held on 3rd March, 2026

Approved by all members.

6. Updated information and matters arising from the previous meeting

The following were raised:

- a) Peter O'Hare provided an update on solar lights. Certain areas in the village are very dark at night and potentially dangerous for pedestrians. The possibility of low-level lighting with Passive Infrared (PIR) detectors has been investigated with the lights mounted on electricity poles. North Norfolk District Council has been approached and duly visited on 6th April. They advised that a survey of all posts was needed but nothing has yet been heard. They will be chased regarding the survey. The cost of a light is in the region of £150. The matter will be placed on the agenda for discussion at the next meeting in July.
- b) A letter had been received from the Ramblers Association regarding suggested procedural matters in respect of footpaths and rights of way. Ben Jones volunteered to undertake the role of Footpath Warden and a note is to be placed on the Notice Board. There is currently one footpath from the village which goes in the direction of Field Dalling.
- c) Following the report at the last meeting of rubbish being dumped in the parish and the perceived lack of action subsequently taken, the following statistics were provided. The number of prosecutions of fly tippers in the last six years (2020 to 2025) by North Norfolk District

Council was none. The number of fixed penalty notices in the same period was two, with one issued in both 2020 and 2025, and none in the years 2021, 2022, 2023 and 2024. In total during this period there were 2,342 fly tipping incidents. In 2020, the District Council stopped providing information regarding fly tipping although the website states that statistics are regularly updated. It has since been acknowledged that a decision was made in 2020 not to continue to publish figures.

7. Langham Village Recreation Ground.

It is the intention to instal a new fence in the near future.

8. Finance

a. Income and Expenditure

Income

24/4/26	North Norfolk District Council (Precept – 6 months)	£7,953.50
2/3/26	Bank Interest 8/12/25 to 7/3/26)	£15.49

Expenditure

17/3/26	Drax (street light electricity – 1/2/26 to 28/2/26) – direct debit	£150.43
16/4/26	Drax (street light electricity – 1/3/26 to 31/3/26) – direct debit	£144.31
17/4/26	Anglian Water (Playing Field – 2/1/26 to 1/4/26) – direct debit	£52.30
15/4/26	Information Commissioner’s Off (annual data protection fee - (d/d)	£47.00
19/5/26	K & M Lighting Services (street lighting maintenance – Apr)	£25.43
19/5/26	K & M Lighting Services (street lighting maintenance – May)	£25.43
19/5/26	K. Webb (Clerk’s pay for Feb) – (not credited after last meeting)	£476.50
19/5/26	K. Webb (Clerk’s pay for March)	£476.30
19/5/26	HMRC (tax on Clerk’s pay)	£112.60
19/5/26	K. Webb (Clerk’s pay for April)	£476.50
19/5/26	HMRC (tax on Clerk’s pay)	£112.40
19/5/26	SCS Accounting solutions (payroll for three months)	£36.00
19/5/26	S. W. Horticulture (Mowing – 1 st mow)	£120.00
19/5/26	S. W. Horticulture (Mowing – 2 nd mow and first spraying)	£165.00
19/5/26	S. W. Horticulture (Mowing -3 rd mow + long grass & dethatching)	£482.50
19/5/26	Norfolk Parish Training and Support (Annual subscription)	£190.88
19/5/26	Norfolk Parish Training and Support (B. Jones – induction course)	£76.80
19/5/26	North Norfolk District Council (emptying of dog bins)	£312.00
19/5/26	Parish Online (new website and email addresses – Assertion 10)	£300.00
19/5/26	Langham Parish Room (hire of parish room for six meetings)	£180.00
19/5/26	M. Phillips (annual internal audit)	£50.00

Acceptance of expenditure approved by all members.

Balances of Bank accounts:- Current - £11,001.67 credit, Business Saver- £6,134.22 credit (as at 15th May, 2026)

b. AGAR (Annual Governance and Accountability Return)

The Clerk presented the Income and Expenditure Accounts for the year ended 31st March, 2026. These showed income of £17,384.17 (£12,155.91), expenditure of £14,792.74 (£24,558.38) and Bank balances of £8,949.50 (£6,358.07). These will be placed on the website together with the Certificate of Exemption (form 2), Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, Bank Reconciliation Report, Explanation of Variances Report and the Notice of Public Rights. Any person interested has the right to inspect and make copies of the accounting records for the financial year. The accounts and associated documentation were accepted by all members. As neither income or expenditure exceeded £25K, Certificate of Exemption (form 2) will be forwarded to the External Auditors.

9. New website and members' e-mail addresses

Matt Reynolds produced a comprehensive report updating the current situation. Procedures to facilitate the introduction and subsequent use of the new ".gov.uk" emails have been given. It is hoped that significant progress will have been made by the next meeting, which is to be held on 7th July, and it is the aim for the official switch over date from outlook.com to gov.uk to be decided at that time. It is also proposed that the new .gov.uk website "go live" should occur some time after the meeting on 7th July. Members will be requested to look at the website before it "goes live" with a view to providing updates that may be considered to be needed.

Assertion 10 is forcing Parish Councils to use a gov.uk email address for Clerks and recommending that members also should have a .gov.uk email address. Using a .gov.uk email domain provides protection against spoofing and gives additional security for the email mailboxes. The new website will use the same langhamnorfolkparish.gov.uk domain as the email addresses which will ensure consistency and security benefits. The aim is to complete the switch of email addresses and website within the next three months.

Matt Reynolds was thanked by all for his highly valued work in this important operational area.

10.SAM2 cameras update and number of new batteries required.

One battery is serviceable and attempts are being made to reactive the other. All data has been downloaded and it has been noticed that one road user has been regularly travelling through the village at 65 m.p.h. Recently, the police have installed some black boxes in North Street with a view to recording speeds for about a week. If the results are at a certain level, the safety camera van will visit. The contact for this initiative is Nicole Ollett, Traffic Justice Service Manager.

11.Application for a credit card with Barclays Bank – update.

All formalities having been completed, the card has been issued and duly received.

12.Register of Members' interests – confirmation of accuracy on NNDC website.

Members were requested to check the accuracy of the information regarding their personal entry on the NNDC website and to confirm to the Clerk that they have done so.

13.E-mail from Councillor Ryves of Wells Division regarding Local Government reorganisation.

Councillor Ryves had circulated an e-mail to parishes in the Division, Wells, which is to be transferred to the East Norfolk Unitary, and which will be run out of Great Yarmouth under Local Government Reorganisation. He makes criticism is of North Norfolk District Council but this is a decision made by Central Government.

14.New District Council charges for dog and litter bin services.

Notification of new charges for the Dog and Litter Bin services had been received from North Norfolk District Council. The main charge involving the Parish Council, dog bins per empty, remains at £5.00 per empty. Other charges relate to the provision, installation and relocation of dog bins.

15.Planning applications and determinations.

Applications

- a) Erection of two-storey rear extension, single storey side extension and front porch – 12 The Cornfield, Langham – PF/26/0597. (No comments)

Determinations

- a) Installation of a conservatory at the front of the property– 18 The Cornfield, Langham – PF/26/0123 – approved.
- b) Conversion of detached domestic outbuilding and external alterations to form two holiday flats – East Hall Farm, Holt Road, Langham – PF/25/2030 – approved.

16.Correspondence

- 1) Note from the Chief Executive of Norfolk County Council advising of an announcement on Local Government Reorganisation in Norfolk.
- 2) Note from The Leader of North Norfolk District Council and the Chief Executive advising of an announcement on Local Government Reorganisation in Norfolk.
- 3) E-mail from the Mobile Post Office to the parish asking if the service could be promoted.
- 4) The 75th King's Lynn Festival brochure for 2026.
- 5) Clerks and Councils Direct magazine for March, 2026.
- 6) E-mail from the Chair of Norfolk Area Ramblers regarding audits of paths and Rights of Way.
- 7) Norfolk County Council scheme regarding funding to support the installation and refurbishment of bus shelters.
- 8) Police report of priorities following the Neighbourhood Meeting held on 12th March.

17.Report from District Councillor

Sarah Butikofer's report can be read on the website.

18.Public Participation

A number matters were raised:-

- a) It was mentioned that a minor road (Blakeney to Saxlingham) had been resurfaced with a feeling being that there would be more benefit if similar treatment could be given to the main road from Langham to Holt.
- b) The verges have been cut early enough to remove any visibility issues at junctions.
- c) It has been noticed that a lot of white paint has appeared on the Langham to Holt road.

- d) The Chairman has spoken to Sarah Butikofer and Kevin Peacock, North Norfolk District Council, regarding the Berserker Airsoft site at Fox Hill Plantation. Mr. Peacock has made a visit to the site and advises that there are no enforcement issues. The Chairman is to speak to the owner regarding a large sheet which has been an eyesore for some time. The 17th event of this year is to be held on Bank Holiday Monday (week 22).
- e) The damaged sign at the Blakeney Road "T" junction has not yet been replaced or repaired.

19.Any other matters (for information)

Registration of the Blue Bell Public House as an asset of community value was made on 14th July, 2023 and the status remains for a period of five years.

20.Agenda items for next meeting

Solar lights.

21.Date of next meeting

Tuesday, 7th July 2026 at 7.00 p.m. in the Village Hall.

There being no further business, the meeting closed at 8.19 p.m.

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Date

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Chairman