

Wickham Bishops Parish Council

Parish Councillors


I S F MacGregor (Chairman)
 Mrs A Mickelsen (Vice Chairman)
 H M Bass
 P J Bates
 Mrs R Johnson
 S J Nicholas
 Mrs R M Pink CBE
 B F Sayers
 I D Wardrop







Winner Best Kept Village 2009, 2015
 3rd Place Essex Village of the Year 2015
www.wickhambishopsparishcouncil.org

Parish Clerk

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MINUTES	
Of Parish Council Meetingheld on Tuesday 1st December 7.00 pm in the Village Hall Boardroom	
Item	Subject
15/228	<p>Those Present and Apologies for Absence</p> <p>In the chair: Cllr MacGregor</p> <p>Present: Cllrs Bass, Bates, Johnson, Mickelsen, Nicholas (arrived 7.30pm), Pink, Sayers and Wardrop; the Clerk.</p> <p>There were no apologies for absence.</p> <p>There were eight members of the public present including:</p> <ul style="list-style-type: none"> - Mrs Joy Darby – Chief Executive Officer of the Essex Association of Local Councils; - Mr John Gili-Ross – Chairman of the Essex Association of Local Councils; - Mr James Taylor – Deputy Chief Executive, English Rural Housing Assoc; - Ms Alison Thompson – SnrRegional Development Manager, English Rural Housing Assoc; - Mr. Chris Cooke – Tree Warden (arrived 7.30pm). <p><i>Prior to the business of the meeting, Mrs Joy Darby and Mr John Gili-Ross made a presentation to Cllr Mrs Pink to commemorate her sixteen years' service on the Executive Committee of the EALC. Cllr Mrs Pink was thanked for her long service, dedication and loyalty and presented with a commemorative EALC gavel, framed certificate, flowers and card.</i></p>
15/229	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>There were no Declarations of Interest.</p>
15/230	<p>Approval of Minutes</p> <p> Resolved: that the minutes of the Parish Council meeting held on 3rd November2015 be approved as a true record. Proposed Cllr Johnson, seconded Cllr Wardrop.</p> <p>Resolved: that the minutes of the Finance Committee meeting held on 13th November2015 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr Johnson.</p>
15/231	<p>Snows Corner Affordable Homes Development</p> <p>Mr James Taylor and Ms Alison Thompson gave an update on the affordable dwellings at Snows Corner. All pre-start planning conditions have been discharged and building is expected to begin in March 2016 once the remaining work to relocate cables, provide a gas supply and appoint the building contractor is complete.</p> <p>Due to concerns from ECC Highways over visibility, some hedging will be removed to accommodate a footpath. The hedge will be re-planted further away from Tiptree Road.</p> <p>A bus stop will be provided on Witham Road opposite the existing north-bound shelter.</p> <p>Applicants for purchase of the affordable homes must firstly be on Maldon District Council's</p>

MINUTES	
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	<p>housing register to be considered. Housing allocation will then be decided by the English Rural Association and applicants will be prioritised by a cascading list of criteria with the highest level likely to be a minimum of five years' residency in the village. The Parish Council will be asked to verify the local connection claims.</p> <p>Choice Based Lettings will oversee the affordable rental properties and it was clarified that no properties would be subject to the Right-to-Buy and Starter Homes initiatives.</p> <p><u>There have been many expressions of interest submitted and interested parishioners are strongly advised to attend the Snows Corner Exhibition in the Village Hall, February 6th 2016.</u></p> <p>Action: the Clerk and Cllr Bates to publicise the exhibition.</p> <p>The Chairman thanked Mr James Taylor and Ms Alison Thompson for the presentation, who then left the meeting, along with Cllr Sayers, Mrs Joy Darby and three members of the public.</p>
15/232	<p>Public Forum</p> <p>There were no questions from the public.</p>
15/233	<p>Chairman's Report</p> <p>The Chairman noted that Cllr Mrs Pink had now stepped down from the Executive Committee of the EALC and there would be a meeting in January 2016 to elect a new area representative.</p> <p>The Chairman reported that he had presented a wreath at the War Memorial during the Remembrance Day service on behalf of the parish.</p>
15/234	<p>Clerk's Report</p> <p>The new Issues List had been circulated prior to the meeting and progress was noted. The Clerk reported that her CiLCA submission was back from Essex County Council with a few minor amendments suggested, prior to final submission to the Society of Local Council Clerks.</p>
15/235	<p>Planning Applications and Decisions</p> <p><u>Applications:</u></p> <p>WTPO/MAL/15/011831 High Hall Blacksmiths Lane Wickham Bishops</p> <p>The report from the Tree Warden was noted.</p> <p>Resolved: The Parish Council recommended APPROVAL with the condition that a qualified tree surgeon carry out the work. Proposed Cllr Johnson, seconded Cllr Mickelsen.</p> <p><u>Decisions:</u></p> <p>The following decisions made by Maldon District Council were noted:</p> <ul style="list-style-type: none"> - FUL/MAL/15/00723 Land adjacent to Fieldway Station Road– REFUSED - HOUSE/MAL/15/00895 18 Church Road– APPROVED - HOUSE/MAL/15/00921 The Barn Mope Lane– APPROVED - TPO No. 6/16 Mackmurdos– TPO CONFIRMED - HOUSE/MAL/15/00975 Thornridge Mope lane - APPROVED <p><u>Appeals:</u></p> <p>The Clerk reported that an appeal against refusal for OUT/MAL/15/00461 Rainbow Cottage Kelvedon Road Great Totham had been received by the Planning Inspectorate.</p> <p>The Clerk's letter to the Planning Inspectorate for OUT/MAL/15/00220 Barn Hayes 29 Beacon Hill was noted.</p> <p>Action: the Clerk to confirm whether Great Totham Parish Council will be represented at the upcoming Hearing and to re-circulate the details for attending.</p>
15/236	<p>Monthly Councillor Surgeries</p>

MINUTES	
Of Parish Council Meeting held on Tuesday 1st December 7.00 pm in the Village Hall Boardroom	
	<p>The surgery on 21st November was held in The Mitre during its coffee-shop hours. Four parishioners with three queries attended.</p> <p>Action: Cllr Bass to request the District Council amend the signage at the junction of Station Road and Langford Road to show that Station Road continues around the bend down towards Hatfield Road.</p> <p>Action: the Clerk to write to a resident to clarify that Langford Road's 30mph signs are advisory.</p> <p>Resolved: the Surgeries would continue with a trial location of The Mitre during coffee-shop hours. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p> <p>January's attendees will be Cllrs Mickelsen and Wardrop. February's attendees will be Cllrs Bates and MacGregor.</p> <p>Action: the Chairman to contact the BHSa to request a Surgery be held during the Christmas Bazaar on Sunday December 13th.</p>
15/237 	<p>Local Highways Panel Traffic Calming Requests</p> <p>Resolved: the LHP request priorities would be for (1) road narrowing schemes, (2) white gates at village entry points and additional footways in (3) Church Road and (4) Arbour Lane. Proposed Cllr Wardrop, seconded Cllr Johnson.</p> <p>Cllr Wardrop reported that the approved scheme to extend the 30mph zone in Church Road to Mope Lane had been delayed to 2016-17 budget year.</p> <p>Action: Cllr Wardrop to write to District Cllr Miss Miriam Lewis, MDC's LHP representative, outlining the latest delay to the scheme and requesting assistance in ensuring it is progressed.</p>
15/238 	<p>Policy Approval: Complaints Handling</p> <p>Resolved: the proposed Complaints Handling policy was approved and adopted. Proposed Cllr Mickelsen, seconded Cllr Bates.</p>
15/239  	<p>Finance</p> <p>The balances and list of payments were noted.</p> <p>Resolved: in accordance with the Local Government Act 1972 s.137, a celebration to thank the Speedwatch volunteers would be held. Proposed Cllr Wardrop, seconded Cllr Johnson.</p> <p>Resolved: the proposed 2016-17 Precept and budget was agreed and adopted. Proposed Cllr Nicholas, seconded Cllr Bates.</p>
15/240	<p>Correspondence Requiring Decisions:</p> <p>There was no correspondence requiring a decision.</p>
15/241	<p>General Correspondence to Note:</p> <p>The following letters were noted:</p> <ul style="list-style-type: none"> - Letters from parishioner outlining concerns that Footpath 22 had been re-routed; - Letter from parishioner requesting compensation due to a Wickham Hall Lane pothole; - Thank you letter from Mrs Jackie Turnbull; - Claim Notification by parishioner following a fall at Box Iron Corner in July. <p>Investigations into the possible re-routing of Footpath 22 had discovered the footpath blocked by a recently-erected fence; this has been reported to the Public Rights of Way Inspector.</p> <p>The Clerk explained that the personal injury claim letter (item 15/149) had been passed to the Parish Council's Public Liability insurers for their response.</p>
15/242	<p>Policing & Neighbourhood Watch</p>

MINUTES	
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	There were no street meets or Community Engagement meetings scheduled.
15/243	<p>District Council Report</p> <p>District Councillor Bass reminded Councillors to check that their entry on the Register of Interests was up-to-date.</p> <p>Action: <i>the Clerk to circulate the link to the online Register of Interests.</i></p> <p>Cllr Bass reported the occupancy condition attached to The Barn, Mope Lane was being monitored and was giving no concerns. The parking problems arising by the Beacon Hill Car Sales business were proving difficult to resolve; the Police Accident Reduction Officer would be reviewing the parking at the junction of Great Totham Road and The Street.</p>
15/244	<p>Frail Persons Register</p> <p>Cllr Sayers re-joined the meeting and Councillors discussed the difficulties in progressing a register due to potential conflicts with the Data Protection Act.</p> <p>Action: <i>Cllr Bates to include an article in the parish magazine asking parishioners to check on neighbours and detailing local organisations that are available to help.</i></p>
15/245	<p>Garden Competition</p> <p>There was support for reinstating the Wickham Bishops Tidy Gardens competition.</p> <p>Action: <i>the Clerk to add the proposal to the February meeting agenda.</i></p>
15/246	<p>Progress Reports from Committees and Councillors – No Decisions Required</p> <p>The Queen's 90th birthday will be celebrated in 2016 and Councillors were asked to suggest ways to mark the event. An idea to plant up to 90 trees was met with enthusiasm.</p> <p>Action: <i>Councillors and the Tree Warden to consider possible locations and funding opportunities to develop the idea.</i></p>
15/247	<p>General Village News</p> <p>There were no items of general village news.</p>
15/248	<p>Dates of Next Meetings</p> <p>Friday 11th December Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Friday 15th January 2016 Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Tuesday 2nd February 2016 Full Council Meeting at 7.30pm</p>
15/249	<p>Close of Meeting 9.08pm</p> <p>Items for February agenda:</p> <ul style="list-style-type: none"> - Policy Approval: Grant Awarding - Review of Standing Orders and Financial Regulations - Tidy Gardens Competition - Agenda items for consideration to the Chairman and Clerk by Friday 22nd January <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Policy approval: Model Publication Scheme - Quality Council - Neighbourhood Plan

Notice is hereby given that, should there be plans to discuss, a Planning Meeting will be heard on **Friday 11th December 2015** at 11.30am in the Village Hall Boardroom. The plans will be listed on the agenda and published on the Parish Council noticeboard (outside One Stop) at least 3 clear days prior to the meeting. Members of the press and public are welcome to attend.