

# 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



*Parish Clerk:*

Mrs L J Rowland  
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<b>MINUTES</b>	
<b>Of Parish Council Meeting held on Tuesday 3<sup>rd</sup> February at 7.30 pm in the Village Hall Boardroom</b>	
<b>Item</b>	<b>Subject</b>
<b>15/020</b>	<p><b>Those Present and Apologies for Absence</b></p> <p><b>In the chair:</b> Cllr MacGregor</p> <p><b>Present:</b> Cllrs Bass (from 9.45pm), Mickelsen, Nicholas, Pink, Sayers and Wardrop; the Clerk</p> <p>Apologies for Absence were accepted from Cllrs Bates and Johnson. There were two members of the public present with a third member present for item 15/032 only.</p>
<b>15/021</b>	<p><b>Declaration of Interests and Compliance with the Ethical Framework</b></p> <p>There were no Declarations of Interests.</p>
<b>15/022</b>	<p><b>Approval of Minutes</b></p> <p><b>Resolved:</b> that the minutes of the Parish Council meeting held on 6<sup>th</sup> January 2015 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p> <p><b>Resolved:</b> that the minutes of the Planning Committee meeting held on 16<sup>th</sup> January 2015 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p>
<b>15/023</b>	<p><b>Reports on Progress of Previous Minutes' Items</b></p> <p>15/016 There was no update available on the overgrown hedge on Tiptree Road.</p> <p>15/016A letter of gratitude had been sent to Mrs. Nina Mooney by the Clerk. Item closed.</p> <p>15/016 There was no update available on possible re-surfacing of Handley's Lane.</p> <p>15/017 There had been no response as yet to the Clerk's invitation to Anglian Water to present local drainage plans.</p>
<b>15/024</b>	<p><b>Chairman's Report</b></p> <p>The Chairman reported on his visit with Cllr Johnson to a presentation of the latest plans and status of the North Heybridge Garden Suburb. The cul-de-sac style is expected to limit through-traffic to public transport and the planning application for the largest development is expected shortly.</p> <p>It was noted that the Snows Corner Village Homes site had been sold and development was planned to commence in June 2016.</p> <p>The Chairman had attended the display of Braintree District Council's LDP work-in-progress. There were no plans for development south of the A12 near Wickham Bishops parish.</p>

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<b>15/025</b>	<p><b>Clerk's Report</b></p> <p>The Clerk reported that HMRC now recognised the non-payment of the VAT claim and had promised a full and speedy resolution.</p> <p>Mrs. Elaine Jones was happy to remain as Internal Auditor for another year.</p> <p>To comply with the Documents Retention Policy, the Clerk had booked on to an SLCC tour of Essex Record Office and would be booking in old signed Minutes, and reviewing the Parish Council folder in Wickham Bishops Library.</p> <p>The Clerk stated that Cllr Bates and she had established that impact of the new Transparency Code on the website would be minimal.</p>
<b>15/026</b>	<p><b>Emergency Planning Awareness</b></p> <p>Mr. Gerry Richardson, Emergency Planning Officer of Maldon District Council gave a presentation highlighting recent emergency events and the community response in evacuating and providing shelter for those at risk.</p> <p><b>Action:</b> <i>The Clerk to obtain details of Rest Centre training sessions</i></p> <p>Mr. Richardson gave advice on establishing and maintaining a roster of Vulnerable Persons and offered help in creating the Parish Council's Community Resilience Plan.</p> <p><b>Action:</b> <i>The Clerk to circulate the existing Emergency Response Plan for review</i></p> <p>Attention was brought to the Essex Resilience Forum <a href="http://www.essexprepared.co.uk/">http://www.essexprepared.co.uk/</a> and to UK Power Network's Priority Service registration available to anyone who considered themselves vulnerable <a href="http://www.ukpowernetworks.co.uk/internet/en/power-cuts/priority-services-during-a-power-cut/">http://www.ukpowernetworks.co.uk/internet/en/power-cuts/priority-services-during-a-power-cut/</a></p>
<b>15/027</b>	<p><b>Correspondence Requiring Decisions:</b></p> <p>The Parish Council will consider sending a letter of appreciation to the Leader of ECC for CIF funding once the air raid shelter project is properly underway.</p>
<b>15/028</b>	<p><b>General Correspondence to Note:</b></p> <p>The notification of MDC's Schedule of Meetings 2015/16 and the letter from EALC confirming May 28<sup>th</sup> as the date of the Buckingham Palace Garden Party were noted.</p>
<b>15/029</b>	<p><b>Policing &amp; Neighbourhood Watch</b></p> <p>The dates of the next Street Meets were noted.</p> <p>The Clerk read out a report from the NHW Co-ordinator stating that there were concerns regarding people lurking at night time looking out for easy targets for theft. The report emphasised that residents should phone 101 in non-emergencies rather than the NHW Co-ordinator.</p> <p>The Clerk brought to the Council's attention two incidents reported on social media of children being approached by a stranger in January, which had been reported to the Police but had not been passed on to NHW.</p> <p><b>Action:</b> <i>The Clerk to contact CI Alan Cook highlighting the issue of NHW not being informed.</i></p>
<b>15/030</b>	<p><b>Public Forum</b></p> <p>A member of the public spoke against application 14/OUT/01257 Land Adjacent to Shamrock Cottage.</p>

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A member of the public spoke against the proposed diversion of Footpath 13. The resident also suggested the Parish Council arrange for the library to be Listed and concluded by commending the Parish Council for securing funding for the rehabilitation and preservation of the air raid shelter.

**15/031**

**Planning Applications and Decisions**

Cllr Bass was not present for the Planning discussion and therefore took no part in the votes.

Applications:

**14/OUT/01257 Land adjacent to Shamrock Cottage Tiptree Road Wickham Bishops**

One letter of objection had been received.

It was noted that the application site lies outside the village development boundary in a rural setting of natural beauty, which separates the populated areas of Wickham Bishops village centre and the outlying Kelvedon Road site. The Parish Council therefore considered the application to be contrary to Policies H2 Infilling Housing in the Countryside, H10 Rural Exception Sites and S2 Development Outside Development Boundaries of the Submission LDP. The Parish Council considered development in this location will set a precedent for further development ultimately linking and causing coalescence of the two distinct settlement areas causing material harm to the locality's landscape character, contrary to Policy CC6 Landscape Protection.

**Resolved:** that in accordance with Policy H1 Location of New Housing the Parish Council recommended REFUSAL.

**HOUSE/MAL/14/01223 37 Byron Drive Wickham Bishops**

No letters of objection had been received.

Due to conflicting statements in the application documentation the Parish Council could not come to a decision and the application will be reconsidered at the upcoming Planning Committee meeting.

**Action:** *The Clerk to obtain clarification from MDC.*

Appeal:

**OUT/MAL/14/00692 Land Rear of Quinneys Back Lane Great Totham**

The Parish Council had no further comments to make on this application.

The weekly decision lists were noted.

It was further noted that application HOUSE/MAL/14/01074 7 Wooldridge Place Wickham Bishops had been refused by MDC and FUL/MAL/14/01128 Site Adjacent To Ashcroft Kelvedon Road had been approved.

**15/032**

**Public Rights of Way Amendments**

**Footpath 13**

Two letters of objection had been received. A member of the public spoke against the proposal during the Parish Council meeting.

The Parish Council noted that the existing path allows pedestrians conveniently to shorten their route by cutting out two sides of a triangle, and to maintain their safety by sidestepping a difficult junction and avoiding walking in Wickham Hall Lane, which is narrow and lined with tall hedging with few passing places.

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	<p>It was noted that the Highways Act 1980 Section 119 2(b) states:</p> <p style="padding-left: 40px;">A public path diversion order shall not alter a point of termination of the path or way— (b)(where it is on a highway) otherwise than to another point which is on the same highway, or a highway connected with it, and which is substantially as convenient to the public.</p> <p>The proposed change A-C-B would add approximately 500ft to a route A-B currently approximately 550ft, thereby almost doubling the distance.</p> <p>It was noted that point C exits onto Grange Road, a narrow road that lacks any provision for walkers, prior to a blind bend and road junction. The proposed new route would lead pedestrians across this junction, crossing Wickham Hall Lane and into an adjacent field to join an alternative footpath, and then to cross Wickham Hall Lane again further north to reach point B. The Parish Council considered it possible that pedestrians would avoid crossing and crossing back by walking directly up Wickham Hall Lane, itself less than 2m wide and also lacking any provision for walkers. The high-sided nature of this lane leaves nowhere for pedestrians to step back from the road should a vehicle make it necessary.</p> <p>The Parish Council therefore concluded that the proposal is contrary to the Highways Act 1980 Section 119 by virtue of being highly inconvenient to users and would have a deleterious effect on user safety and hence recommended REFUSAL.</p> <p><b>Footpath 15</b> One letter of support had been received. It was noted that the diversion would add approximately 150ft to a footpath of approximately 1100ft and would take walkers through native woodland. The Parish Council therefore concluded that the proposed route would be substantially as convenient to users as the current route and hence recommended APPROVAL.</p>
<p><b>15/033</b></p>	<p><b>District Council Report</b> There was no report from the District Councillor.</p>
<p><b>15/034</b></p>	<p><b>EALC Report</b> Cllr Pink gave a report on upcoming EALC training courses and details of a joint EALC &amp; Police &amp; Crime Commissioner conference.</p>
<p><b>15/035</b></p>	<p><b>Air Raid Shelter</b> <b>Resolved:</b> that the Parish Council approved the Air Raid Shelter project and appointed Brights Solicitors to conduct the legal negotiations. Proposed Cllr Wardrop, seconded Cllr Nicholas.</p> <p>The Working Group will be appointed in due course.</p> <p>It was noted that the shelter is of type WC32. <b>Action:</b> <i>The Clerk to seek further historical information about the air raid shelter type.</i></p>
<p><b>15/036</b></p>	<p><b>Finance</b> The balances were noted and the list of payments agreed. <b>Resolved:</b> that the Air Raid Shelter budget item be approved. Proposed Cllr Wardrop, seconded Cllr Nicholas.</p>

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<b>15/037</b>	<p><b>Monthly Councillor Surgeries</b></p> <p>The dates and attendees of the next Surgeries were noted:</p> <ul style="list-style-type: none"> <li>- 21<sup>st</sup> March Cllrs Wardrop and Bates</li> <li>- 18<sup>th</sup> April Cllrs MacGregor and Pink</li> </ul>
<b>15/038</b>	<p><b>Progress Reports from Committees and Councillors – No Decisions Required</b></p> <p>The date of the Annual Litter Pick was suggested as 11<sup>th</sup> April. A resident had reported concerns with littering in the village.</p> <p><b>Action:</b> <i>the Clerk to write to each business from Top Signs to The Mitre suggesting a meeting on the morning of 11<sup>th</sup> April to discuss littering, prior to the Annual Litter Pick.</i></p> <p>Cllr Wardrop reported the status of the existing LHP applications. The Village Sign on Station Road and Extension of the 30mph Limit from Church Road to Mope Lane requests have been validated and are to be considered for funding at the March LHP meeting. Validation work is still required by ECC in respect of the SIDs Smiley Faces and Village Entryway White Gates proposals. The submitted Road Narrowing and Coloured Road Surface requests have been thrifted from the LHP action list.</p> <p><b>Action:</b> <i>Cllr Wardrop to re-submit the thrifted proposals and to submit proposals to extend the pavement in Church Road from Holt Drive to Box Iron Corner, and in Arbour Lane to Grange Road. Any further proposals to be circulated prior to the March Parish Council meeting for consideration.</i></p> <p>Cllr Mickelsen reported that the missing bollard on Handley’s Lane was due to be repaired and the new trestle bridge information boards will be installed on 11<sup>th</sup> February.</p> <p>It was reported that the overgrown hedge on Wellands had not been trimmed despite the householder’s earlier assurance to Cllr Nicholas.</p> <p><b>Action:</b> <i>the Clerk to write to the householder requesting it be attended to, and to create a standard flyer to be used in future similar circumstances.</i></p> <p>Cllr Bass stated that the management reorganisation at MDC was nearly complete. Following ditch and drainage works there had been some improvement in Mope Lane, however despite repeated follow-ups with ECC the overflowing pond in Station Road, blocked ditch in Kelvedon Road and flooding drains in Wellands had not yet been progressed.</p> <p><b>Action:</b> <i>the Clerk to ask the headmistress of Great Totham Primary School to contact ECC outlining the dangers presented to schoolchildren by the blocked Kelvedon Road ditch.</i></p>
<b>15/039</b>	<p><b>General Village News</b></p> <p>There was no general village news.</p>
<b>15/040</b>	<p><b>Dates of Next Meetings</b></p> <p>Friday 13<sup>th</sup> February 2015 Planning Committee Meeting at 11.30am  Tuesday 3<sup>rd</sup> March 2015 Full Council Meeting at 7.30pm</p>
<b>15/041</b>	<p><b>Close of Meeting 10.15pm</b></p> <p>Items for March agenda:</p> <ul style="list-style-type: none"> <li>- Email policy approval and adoption</li> <li>- Salt bag partnership review</li> <li>- Public transport congestion at Snows Corner</li> <li>- Local Highways Panel requests</li> <li>- Any further agenda items for consideration to the Chairman and Clerk by Friday</li> </ul>

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	20 <sup>th</sup> February Items for future agendas: - Saturday Surgery review - Annual Accounts approval

Notice is hereby given that, should there be plans to discuss, a Planning Meeting will be heard on **Friday 13<sup>th</sup> February 2015** at 11.30am in the Village Hall Boardroom. Members of the public are welcome to attend.

**Please Note** any plans to be discussed will be listed on the Parish Council noticeboard (outside One Stop) prior to the meeting.