

**WICKHAM BISHOPS PARISH COUNCIL  
MINUTES OF THE MEETING ON FEBRUARY 5<sup>TH</sup> 2013**

**Present:** Cllrs Johnson (vice Chair), Pink, Mickelsen, Jacob, MacGregor, Bates, Sayers, Bass  
Terri Ulrich (Clerk), 8 members of the public.

**1. Apologies:** Cllr. Durham, PC Lea Keene, Cllr. Dennison

**2. Approval of minutes:** the minutes of the meeting of 8<sup>th</sup> January 2013 were approved.

**3. Matters arising:** Cllr. Johnson followed up on all the actions allocated at the last meeting as follows:

Cllr. MacGregor has reported the heavy rain flooding that occurs at the junction of Church Road and Blacksmiths Lane to ECC Highways department.

The clerk has written to the occupiers of 13 Wellands to ask that they cut their trees.

Cllr. Jacob has reported the accumulation of litter in the lower end of Station Road from Hand Post Cottages to the district boundary to MDC. A team has been out and this has now been cleared.

The clerk has drawn up an invoice for the poppy contribution to sign in the finance agenda item.

Cllr Sayers investigated the flooding in Handleys Lane and confirmed that the culvert was working at that time, Cllr. Bass stated that the culvert is now blocked. **Action** Cllr. Sayers to investigate again.

Cllr. Jacob chase up the repair/replacement of the damaged dog bin in Grange Road with MDC. **Action** Cllr. Jacob to check that this has now been done.

Cllr. MacGregor escalated the potholes in Blacksmiths Lane and The Street. The potholes in Blacksmiths Lane have now been circled with yellow paint, the pothole in The Street has not been circled. **Action** Cllr. Macgregor to chase up with ECC Highways department.

The clerk added the requested item to the February agenda.

The Clerk reported that the dates for the Best Kept Village competition organized by the RCCE will be sent out next week along with forms to submit to participate in the competition. Cllr. Johnson asked Cllr. MacGregor to coordinate the villages participation in the competition as he did such a good job last year, Cllr. MacGregor agreed to this.

Cllr Jacob reported that she had spoken to Mike Hall directly about his role as tree warden.

Cllr. Mickelsen confirmed she had included County Councillor Bass' positive comments about the Parish Council be in the parish magazine.

**4. Chairman's report:** No report received, however, Cllr. Johnson did give an update on the health of Cllr. Dennison, she also suggested that a suitable way to support Cllr. Dennison would be to donate blood as this is a service that has benefited Cllr. Dennison during his treatment.

**5. Clerk's report:** The clerk reported the following:

January had been a rather busy month, with 2 meetings to record and lots of correspondence flooding in.

The clerk has completed the annual VAT return.

The parish council has received a request for information under the freedom of information act, this was received on 19 January 2013, the parish council must provide the information required by 15<sup>th</sup> February, 20 working days from Monday 21<sup>st</sup> January. The clerk is in the process of collating the requested information.

At the request of the parish council the clerk is arranging email address for each councillor on the Wickham Bishops domain.

ECC Highways department have been very helpful in responding to requests from the clerk.

The clerk read out a letter of thanks and praise from a member of the public for Cllr. Sayers' presentation against the application on 31 Wellands at the MDC planning committee. It was agreed by all that it was great to see Cllr. Sayers efforts recognised.

**6. No declarations of interest.**

**7. Police report** received and placed in the correspondence box.

**8. Neighbourhood watch:** Chris Hudson reported the following:

A resident of Roots Lane had stolen railings left outside of their property.

He requested that all communication relating to NHW be through email, as this is the most efficient way to disseminate information. Cllr. Johnson requested that Chris Hudson forward weekly crimes stats from MDC to the clerk. **Action:** The clerk to follow up with Chris Hudson.

**9. Public Forum:**

A member of the public asked how the matters raised at the public meeting relating to speeding were progressing. Cllr. Johnson responded that this would be addressed in agenda item 10.

A member of the public suggested that the parish council visit Hatfield Peverel to look at how yellow lines have been used to control the flow of the traffic.

A member of the public asked the parish council if ECC are required to inform the residents or the PC what ECC will be doing to the library triangle. **Action** The clerk is to contact Stuart Jennings at MDC to find out how to access this information.

A member of the public asked if the PC would be formulating a plan to submit to the LHP at this meeting. Cllr. Johnson confirmed that this is the case and that background information and correspondence has been collated. The same member of the public asked if funds were available to meet all requests. Cllr. Johnson confirmed that the PC would like a long term plan, but that items most likely to succeed now would be low in cost.

A member of the public asked if white gates and oblique chicanes would be in the proposal for the LHP and if so where would they be placed, he would like to see them sited near to Five Corners, somewhere along Tiptree Road and the approach to the village on Witham Road.

A member of the public stated that he would like white gates on the junction of Church Road, Mope Lane and Station Road.

## 10. LHP Submission

The parish council considered the correspondence received from other parish councils, members of the public, the speed survey conducted in 2007, the comments made by the public and County Councillor Rodney Bass at the public meeting held on 8<sup>th</sup> January 2013. Their discussions resulted in the unanimous decision to submit the following proposals to the LHP:

1

The parish council would like to see extensions to 30mph limits through the village accompanied by painted 30mph roundels on the road surfaces at all village entrances:

a) Maypole Road - move 30mph sign beyond Wuroon thus giving restriction to Maypole Road, Prince of Wales Road, Great Totham Road, Kelvedon Road and Back Lane protecting difficult junctions and reducing the risk to horse riders. This proposal is endorsed by Great Totham Parish Council.

b) Church Road - move sign from Church Close to the junction with Mope Lane.

c) The road painting proposal to include, Witham Road, Beacon Hill / Mountains Road, Church Road, Maypole Road and Tiptree Road entrances to the village

2

Install White Gates, Witham Road (Birch Rise), Maypole Road (Pet and Garden Centre), Church Road/Mope Lane and Beacon Hill/Goat Lodge Road. It is appreciated that two of these sites fall outside the village boundaries but are included in an effort to traffic calming throughout the village.

3

An island to be installed in The Street between Snows Corner and The Mitre Public House in a position considered most suitable by ECC. The Island and paved areas to have lowered kerbs and effect paint on the road surface.

The existing pram crossing near to the Mitre to have the road painted in a colour considered suitable by ECC.

4

The village is already in possession of two flashing speed signs obtained by grant and permanently sited on Witham Road and Maypole Road. The Parish Council seeks to have further sites, Church Road, Kelvedon Road, Tiptree Road and Walden House Road with County Council funding to install the poles and to move the signs periodically.

**11. Planning:**

WPTO/MAL/13/00014

Oaklands 2 Wellands

T4 Oak Prune and reduce crown

T3 Oak Remove and replant

Recommend approval

Cllr. Bass commended Cllr. Sayers on his impressive presentation regarding the application relating to 31 Wellands at MDC's planning panel. This was an example of localism working well.

**12. Correspondence:** The clerk read out the following items:

Item	Date	To	From	Description
1	19/01/2013	WBPC	Mrs Cummins	Letter regarding drainage at the entrance to Warrens
2	19/01/2013	WBPC	EALC	Highways presentation invite and courses
3	29/01/2013	WBPC	Ms Dobie	Essex Air Ambulance quiz 22 March 2013
4	22/01/2013	WBPC	PC Keane	Speed watch update and PC meeting attendance
5	25/01/2013	WBPC	MDC	Opportunity to suggest ways to engage with MDC
6	25/01/2013	WBPC	MDC	Request to provide details of organisations looking after vulnerable people
7	21/01/2013	WBPC	ECC	Feedback requested on cycling in Maldon
8	28/01/2013	WBPC	RCCE	Neighbourhood Development Plan event invite for 1/3/13
9	07/01/2013	WBPC	Inside Government Group	Invite to join a forum discussing progress of Localism Bill

**Action:** The clerk is to copy and escalate item 1 to MDC.

Item 5 Cllr. Bass highlighted some previous attempts MDC has made to engage with parish councils e.g. the drinks reception held in December 2012 at the Warrens golf club.

**13. District Council report:** Cllr. Bass reported the following:

It has been reported in the news that there will be a 2% increase in council tax. This has been done to freeze charges e.g. parking and to maintain frontline services.

Food establishments have a 0 to 5 rating for hygiene from the food agency. Cllr.

Bass recommends eating those with a 4 or 5 rating.

Cllr. Bass asked councillors to report of any long term empty properties they may know of that could potentially become rental homes to ease the housing shortage.

**14. EALC Report:** An update is included in the correspondence box.**15. Finance:** The cheques and finance report for February 2013 were agreed and signed.

The VAT refund request was signed. The donation confirmation was signed for the poppy contribution.

**16. Committee reports:**

(a) BHSA: The fete will take place on 22 June 2013 and there will be a quiz on 19<sup>th</sup> April 2013 and 18<sup>th</sup> October, the Xmas fete will be on 16<sup>th</sup> November.

(b) Environment: Cllr. Bass suggests a dog bin be installed in Back Lane. The PC is willing to pay for the bin. **Action:** Cllr. Jacob to arrange, the clerk to write to Great Totham PC to let them know of Wickham Bishops PC intention.

(c) PRow: Nothing to report

(d) Amenities: Nothing to report

(e) Highways: The flooding of Station Road was discussed, it is believed that the pond at the Old Rectory causes this and Cllr. Bass believes that this is the result of dredging. **Action:** Cllr. Mickelsen to contact the owners informally.

There is a parked van outside of Bishops Court it was agreed that this is a nuisance, Cllr. Johnson replied that there is no parking restriction in place and this is therefore permissible.

(f) Transport: Nothing to report

(g) Emergency planning: Nothing to report

(h) Parish Plan: Nothing to report

(i) Website: Cllr. Bates has updated the calendar function on the website, he will add a note to the parish magazine to encourage the public to add events to calendar for the benefit of all villagers. The freedom of information act documents must be added.

**Action:** the clerk to prepare the documents for adoption at the March meeting.

Buzz.com have not promoted their service.

**17. General village presentation:** Wild flowers – the Horticulture Club will be responsible for wild flower planting in the village. The BHSA have had a tree survey done and will be undertaking some remedial work.

**18. Close of meeting:** the meeting closed at 9.15.

**19.** The parish council resolved to hold a private meeting under section 1 of the Public Bodies Admission to Meetings Act 1960 - the public be excluded from the meeting for the following item of business because of its confidential nature:

**To consider a possible Community Lead Development scheme**