

# 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  
 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 1<sup>st</sup> July at 7.30pm in the Village Hall Boardroom</b>	
<b>Item</b>	<b>Subject</b>
<b>14/125</b>	<p><b>Those Present and Apologies for Absence</b>  <b>In the chair:</b> Cllr MacGregor  <b>Present:</b> Cllrs Bass, Bates (Arrived 8.40pm), Mickelsen, Pink, Sayers and Wardrop; the Clerk  <b>Apologies for absence:</b> Cllr Durham Maldon DC, Cllr Johnson, PC L. Keene, Mr. C. Hudson            11 members of the public were present.</p>
<b>14/126</b>	<p><b>Declaration of Interests and Compliance with the Ethical Framework</b>            Cllr Bass declared a pecuniary interest in item 14/136 application FUL/MAL/14/00441</p>
<b>14/127</b>	<p><b>Approval of Minutes</b>  <b>Resolved.</b> The minutes of the Parish Council meeting held on 3<sup>rd</sup> June 2014 were approved as a true record. Proposed Cllr Pink, seconded Cllr Wardrop.  <b>Resolved.</b> The minutes of the minutes of the Finance Committee meeting held on 13<sup>th</sup> June 2014 with amendment "Cllr. Mickelsen was appointed Chairman of the Finance Committee and opened proceedings." were approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mickelsen.  <b>Resolved.</b> The minutes of the Planning Committee meeting held on 13<sup>th</sup> June 2014 were approved as a true record. Proposed Cllr Sayers, seconded Cllr Wardrop.</p>
<b>14/128</b>	<p><b>Matters Arising</b>            There were no matters arising.</p>
<b>14/129</b>	<p><b>Chairman's Report</b>            The Chairman reported that that Annual Report had been printed and distributed with the Church magazine.</p> <p>Transfer of the air-raid shelter by ECC to the Parish Council under the Community Asset Transfer programme was under consideration by ECC who had commissioned their surveyors to evaluate the site.</p> <p>The deadline for signing up to participate in the Salt Bag Partnership was noted as 23<sup>rd</sup> July. Storage options exist depending on the quantity of salt delivered.</p> <p><b>Action:</b> Cllr MacGregor to ascertain minimum quantity of bags and approximate total volume; if</p>

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	<p><i>suitable the Council will register.</i></p> <p>It was noted that the Clerk had reached her three-month probationary period and it was proposed that the role be confirmed as permanent.</p> <p><b>Resolved.</b> The Clerk was formally offered and accepted the permanent role. Proposed Cllr Pink, seconded Cllr Mickelsen.</p>
<b>14/130</b>	<p><b>Clerk's Report</b></p> <p>The Clerk reported that the External Auditor received the accounts on June 4<sup>th</sup> meeting the required deadline.</p> <p>HMRC had sent a further form to support the VAT reclaim.</p> <p>The Clerk will be attending the Parish Clerk's forum on July 17<sup>th</sup> in Mundon.</p>
<b>14/131</b>	<p><b>Correspondence</b></p> <p>A letter had been received from Greene King declaring the Mitre car park to be the responsibility of the tenant. The Chairman requested the contact details to follow up directly.</p> <p><b>Action:</b> Clerk to pass on contact details and Cllr MacGregor to follow up.</p> <p>The British legion wrote to declare closure of the Wickham Bishops branch due to falling membership numbers. The Clerk to Little Braxted Parish Council requested the Council nominate a Councillor to take over the work that RBL was doing on the annual Remembrance Day service.</p> <p><b>Action:</b> The Clerk to ask Cllr Johnson to assist.</p> <p>MDC has sent notification of a consultation on the Community Infrastructure Levy Draft Charging Schedule.</p>
<b>14/132</b>	<p><b>Police Report</b></p> <p>No report received.</p>
<b>14/133</b>	<p><b>Neighbourhood Watch Report</b></p> <p>Nothing of significance to report.</p>
<b>14/134</b>	<p><b>Public Forum</b></p> <p>A resident read out a statement in support of the planning application OUT/MAL/14/00401</p>
<b>14/135</b>	<p><b>Introduction from Candidate for Council Co-Option</b></p> <p>The candidate read out a statement in support of his application.</p>
<b>14/136</b>	<p><b>Planning</b></p> <p>Cllr Bass abstained from voting on the following planning applications due to the potential for him to vote at the District Council planning meeting.</p> <p><b>OUT/MAL/14/00401 Land North Of Orchard Way Mope Lane Wickham Bishops</b></p> <p>1 letter of objection had been submitted and was read out.</p> <p><b>Resolved.</b> It was noted that the application includes vehicle access on a narrow lane, which has no footpaths. The application site lies outside the village envelope and is distant from the village centre and bus routes. The Parish Council considered this an unsustainable development and therefore recommended REFUSAL as the proposal is contrary to LDP</p>

**MINUTES**

**Of Parish Council Meeting held on Tuesday 1<sup>st</sup> July at 7.30pm in the Village Hall Boardroom**

Policy S1 Sustainable Development and LDP Policy S8 Settlement Boundaries and the Countryside.

**14/00482/OUT Baytree Cottage 1 Grange Road Wickham Bishops**

**Resolved.** It was noted the application site is outside the village envelope on a narrow lane. The Parish Council concluded that the application will result in a cramped site and leave the sub-divided plot with a housing density greater than the surrounding area. The Parish Council therefore recommended REFUSAL as the proposal is contrary to LDP Policy D1 Design Quality and Built Environment, LDP Policy H4 Effective Use of Land, LDP Policy S8 Settlement Boundaries and the Countryside and the Wickham Bishops Village Design Statement.

Cllr Bass left the room for the following application due to a declared pecuniary interest.

**FUL/MAL/14/00441 Land between Mapstones and Ballingdon Maypole Rd Gt Totham**

**Resolved.** The Parish Council recommends APPROVAL.

Cllr Bass returned to the board room following the conclusion of this discussion.

It was noted that an Appeal had been launched in respect of **13/00920/FUL Land At Junction Of Captains Wood Road And Maypole Road Great Totham.**

It was reported that an amendment has been submitted to **FUL/MAL/13/01151 Land Opposite Beech Green Tiptree Road** to accommodate a request for a woodland buffer strip by Maldon District Council. This will be added to the agenda for resolution at the Planning Meeting on July 11<sup>th</sup>.

The weekly decision lists were noted.

**Resolved.** The Parish council will invite speakers to a future meeting regarding Heybridge Garden Suburb plans.

**Action:** *Cllr MacGregor to arrange.*

**14/137 District Council Report**

Cllr Bass reported that the LDP progress has been delayed for further work in quantifying housing needs.

The Divisional Commander of the Police Force, Chief Inspector Alan Cook, has promised a report into the recent Land Rover thefts locally.

The new management structure at MDC is progressing with two of the top tier management roles filled.

**14/138 EALC Report**

Cllr Pink gave a report on upcoming courses and the September AGM.

The EALC's Council of the Year award and Annual Report competition are now open for nominations.

**Action:** *The Clerk to review nomination process.*

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<b>14/139</b>	<p><b>Finance</b></p> <p><b>Resolved.</b> The balances were noted and the list of payments agreed.</p> <p>It was reported that a resident has been cutting the grass at the library triangle. <b>Action:</b> <i>The Clerk to liaise with Goodlife Countryside Services.</i></p> <p><b>Resolved.</b> The Parish Council will adopt internet banking and the necessary changes to Standing Orders and Financial Regulations. Proposed Cllr Mickelsen, seconded Cllr Wardrop.</p>
<b>14/140</b>	<p><b>Monthly Councillor Surgeries</b></p> <p>There were no attendees at the June 14<sup>th</sup> surgery. Attendees for next surgery on Saturday 19<sup>th</sup> July 11.00am to noon are Cllrs Johnson and Wardrop. The dates of the future surgeries were noted:</p> <ul style="list-style-type: none"> <li>- 19th July</li> <li>- 20th September</li> <li>- 18th October</li> <li>- 15th November</li> </ul>
<b>14/141</b>	<p><b>Reports from Committees and Councillors – Immediate or Urgent Decisions Only</b> BHSA, Environment/Street Cleaning, Public Rights of Way, Amenities, Highways, Transport, Emergency Planning, Parish Plan, Crime Reduction, Finance Committee, Website, Speedwatch.</p> <p>It was reported that the defibrillator had arrived and the BHSA was waiting on the correct housing for installation.</p> <p>Parishioners with refuse collection issues were advised always to log a complaint with MDC as the Complaints metric is key in encouraging action to be taken.</p> <p>Weeds at Bishops Court continue to be unsightly. <b>Action:</b> <i>Cllr Bass to follow up with MOAT Housing.</i></p> <p>Trestle bridge signs continue to progress well with both landowners happy to have the new boards installed.</p> <p>The work on Wickham hall Lane has been done and it was reported that the kerb has been raised as requested.</p> <p>It was noted that the grass at Church Green has been cut recently.</p> <p>It was reported that investigative works had been undertaken into the pond overflow at the old Rectory and it was discovered that an electricity supply pole had been installed through the buried overflow pipe. <b>Action:</b> <i>Cllr Bass to arrange for Highways to work towards re-routing the pipe.</i></p> <p>Cllr Wardrop continues to pursue clarification from ECC regarding the outstanding highways and traffic calming improvements items.</p>

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<b>14/142</b>	<b>General Village News</b> It was reported that a village resident will shortly reach 100 years of age and it was proposed that the Parish Council recognise this milestone. The Council is in favour of marking this achievement and this will be added to the agenda at the next meeting.
<b>14/143</b>	<b>Exclusion of Press and Public Resolved.</b> In accordance with s.1 of the Public Bodies (admission to meetings) Act 1960, in view of the confidential nature of the business to be discussed, the press and public were excluded. Proposed Cllr Bass, Seconded Cllr Sayers.
<b>14/144</b>	<b>Co-option of Councillor</b> Mr. Stephen Nicholas was elected by unanimous vote.
<b>14/145</b>	<b>Email Protocol</b> Adoption of the Email Protocol will be delayed until the retention Policy document is complete.
<b>14/146</b>	<b>Dates of Next Meetings</b> Friday 11 <sup>th</sup> July 2014 Planning Meeting at 11.30am Friday 15 <sup>th</sup> August 2014 Planning Meeting at 11.30am Tuesday 2 <sup>nd</sup> September 2014 General Meeting at 7.30pm
<b>14/147</b>	<b>Close of Meeting</b> Items for September agenda: <ul style="list-style-type: none"> <li>- New Councillor Declaration of Acceptance</li> <li>- Document retention policy</li> <li>- Review of Clerk's worked hours</li> <li>- Website refresh proposals</li> <li>- Celebration of parishioner Centennial</li> </ul>

Notice is hereby given that, should there be plans to discuss, a Planning Meeting will be heard on **Friday 11<sup>th</sup> July 2014** 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.