

Wickham Bishops Parish Council

Parish Councillors

Mrs A Mickelsen (Chairman)
I D Wardrop (Vice-Chairman)
H M Bass
P J Bates
K W Jarvis
I S F MacGregor
R Mundell
S J Nicholas
J Williams



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 Meeting held on Tuesday 2nd July 2019 at 7.30pm in the Village Hall Boardroom	
Item	Subject
19/126	Those Present and Apologies for Absence In the chair: Cllr Mickelsen Present: Cllrs Bass, Bates, Jarvis, MacGregor, Mundell, Nicholas, Wardrop and Williams; the Clerk. There were no apologies for absence. Seven members of the public were present.
19/127	Declaration of Interests and Compliance with the Ethical Framework Cllr Mundell declared a Non-Pecuniary Interest in item 19/134 application 19/00708/HOUSE - <i>The Grange 16A Grange Road Wickham Bishops</i> due to his friendship with the applicants
19/128	Approval of Minutes Resolved: that the minutes of the Parish Council meeting held on 4 th June 2019 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mickelsen.
19/129	Chairman's Report The Chairman thanked Cllr Bass for organising an enjoyable event to thank the volunteer residents who refurbished and reinstalled the village sign. Through their goodwill, the parish had saved over £3000. The Chairman had given a speech at the Church's Welcome Event; the occasion was aimed at new residents to the village and was well attended. Cllr Wardrop had supported the Chairman in displaying the Neighbourhood Plan information board and answering questions.
19/130	Clerk's Report The Clerk updated Councillors on several issues. The recurrent late-night noise nuisance in the village hall carpark had been reported to Essex Police, who would be targeting the area with regular patrols, and Essex Highways was scheduling maintenance works to the Snows Corner oak tree. There had been no response from Essex County Council (ECC) to whether volunteers could paint the finger-post sign. ECC had launched a new Micro-Grants scheme, making up to £500 available to community groups, and the Clerk had gathered details from three proposals. The Clerk was pleased to note the VAT claim had been paid promptly, and she had re-qualified for Principal Membership of the SLCC.
19/131	Neighbourhood Plan The Chairman of the Steering Group, Cllr Williams, reported good interest in the draft Plan at the Church's Welcome Event. Revisions to the Plan were now underway incorporating feedback from the Regulation 14 consultation exercise and the Group was particularly fortunate that a new member was a qualified Senior Planner with experience in policy writing. A grant application would soon be required and a Landscape Character Assessment strongly recommended by the experienced Group members. Cllr Williams thanked Cllr Mundell for setting up the <i>Wicki Watch</i> Facebook page, which already had 150 members, with several posts a day featuring fauna and flora sighted around the parish. The June meeting was held in the library which the Group would be using whenever possible. The 16 th July meeting would be held in the village hall due to a lack of suitable wall space for projecting images.

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19/132	<p>Library Strategy Working Group Cllr Bates stated that ECC's cabinet meeting on the library strategy had not happened in June and no valuation of the library building provided. The cabinet meeting was now expected in July. If closure was agreed, the working group would consider a clubs' 'Sign-Up Session' to coincide with a Saturday Surgery.</p>
19/133	<p>Public Forum A member of the public reported that he had attended training for the Summer Reading Challenge, which would begin on 20th July, and expressed concerns that the library was staffed by a sole employee of late.</p> <p>A member of the public spoke on behalf of their planning application <i>19/00708/HOUSE - The Grange 16A Grange Road</i>, explaining that further space was required for their family and the proposal would convert the unused cellar and fix a damp problem. Few external alterations were required and materials and design would be in sympathy with the existing, Grade-II Listed, property.</p> <p>A resident spoke on behalf of their application <i>19/00475/FUL - Leys Manor Langford Road</i>. The tennis court and pavilion would be visually unobtrusive, due to slope of the land and screening provided by newly-planted trees and excavation, and a wildflower area would be established.</p> <p>Planning application <i>19/00683/HOUSE - Orchard House Wickham Hall Lane</i> was explained to be a two-storey rear extension to add a bedroom and improve the kitchen, by a member of the public. The design was stated to be sympathetic to the existing dwelling and would be constructed from matching materials.</p> <p>Refuting two of Maldon District Council's reasons for refusal of planning permission of <i>19/00038/FUL - Wickham Place Farm Station Road</i>, the appellant urged the Parish Council to reconsider its views.</p>
19/134	<p>Planning Applications and Decisions D/Cllr Jarvis refrained from voting on the planning applications due to the possibility of his future involvement in deciding the submissions at Maldon District Council.</p> <p><u>Applications</u></p> <p>19/00475/FUL - Leys Manor Langford Road Wickham Bishops No letters of representation had been received. The Chairman of the Planning Committee, Cllr MacGregor, explained that the development would be within three hectares of land, set back from the road and in an isolated, barely visible, location. Councillors considered that the wildflower meadow would enhance the beauty of the countryside and view from the nearby footpath. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Nicholas, seconded Cllr Mundell.</p> <p>19/00653/HOUSE - Heath House 13 Heathgate Wickham Bishops No letters of representation had been received. Cllr MacGregor reported that retrospective permission was being sought to replace a conservatory with a single storey rear extension on a similar footprint. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Mundell, seconded Cllr Bass.</p> <p>19/00683/HOUSE - Orchard House Wickham Hall Lane Wickham Bishops No letters of representation had been received. The Planning Committee Chairman stated that the side extension would be set back from the existing extension to the other side; Councillors considered this would prevent an overbearing appearance to the view from Wickham Hall Lane. The relatively modest increase in footprint was noted. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Wardrop, seconded Cllr Mundell.</p> <p>19/00038/FUL - APPEAL - Wickham Place Farm Station Road Wickham Bishops No letters of representation had been received. Cllr MacGregor read out the Parish Council's February response to the original application. Councillors acknowledged the prior existence of the building and its on-going use as a dwelling by family members. It was noted that the location was outside the development boundary and in an area considered to rely on unsustainable modes of transport, and the proposal would result in sub-division of the plot. The application was therefore considered to be contrary to the National Planning Policy Framework, Maldon District Local Development Plan and Wickham Bishops Village Design Statement 2010 with insufficient benefit to offset the harm caused. Resolved: The Parish Council recommended REFUSAL. Proposed Cllr Nicholas, seconded Cllr MacGregor. Cllr Bass asked that his vote against the motion to recommend refusal, be recorded.</p>

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	<p>19/00708/HOUSE - The Grange 16A Grange Road Wickham Bishops No letters of representation had been received. Cllr MacGregor reported that the house enjoyed a spacious garden and the footprint of the dwelling would be unchanged by the proposal. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr MacGregor, seconded Cllr Bates. Cllr Mundell refrained from voting on the application due to his declared non-pecuniary interest.</p> <p>19/00678/HOUSE - The Oaks Back Lane Wickham Bishops No letters of representation had been received. Councillors considered that the modest extension would have no impact on neighbours. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Mundell, seconded Cllr Wardrop.</p> <p>There were no delegated responses made by the Parish Clerk or local decisions from the Planning Inspectorate to note. The decisions made by Maldon District Council were noted.</p> <p>The Planning Committee Chairman reported that a parishioner had asked to meet with Councillors at his property. Cllrs MacGregor and Wardrop visited as requested and advised the resident to consult the Planning Authority, Maldon District Council, about the feasibility of transferring extant permission.</p> <p>Six members of the public left the meeting.</p>
<p>19/135</p>	<p>Monthly Councillor Surgeries There were three visitors, with three traffic calming enquiries, to the 15th June Surgery. Cllrs Jarvis and Mundell explained the challenges and current measures underway in addressing road safety in The Street, Witham Road and Blue Mills Hill. Action: Cllrs Mundell and Wardrop to develop a Highways Frequently Asked Questions list. Action: Cllr Wardrop and the Clerk to monitor for the latest Local Highways Panel (LHP) minutes and update the Council on the status of all current LHP requests when available. Action: The Clerk to write to D/Cllr Mark Durham CC, Chairman of the Maldon District LHP, enquiring whether members of the public may attend LHP meetings.</p> <p>Attendees for the 20th July will be Cllrs MacGregor and Mundell; Cllrs Wardrop and Williams will attend the 17th August Surgery, hopefully supported by D/Cllr Jarvis.</p>
<p>19/136</p>	<p>Neighbourhood Watch Report Wickham Bishops had enjoyed a quiet month, although a white Mercedes Sprinter van, seen on July 2nd with the occupants attempting to steal bicycles, was of concern. The Coordinator had attended the Church Welcome Event to introduce the NHW programme to new residents.</p> <p>A member of the public left the meeting.</p>
<p>19/137</p>	<p>District Council Report D/Cllr Jarvis reported on a speech made by Leader of Maldon District Council, Cllr Adrian Fluker, setting out his vision for the Maldon district. Preparations for a possible Bradwell B nuclear reactor, a relocation of MDC's offices to achieve a zero-carbon footprint, and a focus on income streams were outlined. Action: The Clerk to write to MDC's Director of Service Delivery, Mr Richard Holmes, asking that the mandatory Planning training, currently estimated to be in 2021, be brought forward for D/Cllr Jarvis.</p>
<p>19/138</p>	<p>Finance Resolved: The balances were noted and the list of payments agreed. Proposed Cllr Bass, seconded Cllr Wardrop.</p> <p>The Clerk presented the Neighbourhood Plan funding report, highlighting areas in the Council's budget which could offset an increased NHP funding requirement. Resolved: The Parish Council would make grant applications of up to £4408 to cover consultancy, printing, submission and referendum costs of the Neighbourhood Plan (<i>in accordance with the General Power of Competence, Localism Act 2011, s.1(1)</i>). Proposed Cllr Mundell, seconded Cllr Williams. Resolved: The Parish Council would allocate £2500 from Reserves to the Neighbourhood Plan budget, to cover the additional costs of a Local Character Assessment (<i>in accordance with the General Power of Competence, Localism Act 2011, s.1(1)</i>). Proposed Cllr Mundell, seconded Cllr Wardrop.</p> <p>Resolved: The Landscape Partnership would be asked to provide a Local Character Assessment. Proposed Cllr Wardrop, seconded Cllr Williams.</p>

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	<p>The Internal Auditor's report was reviewed and the two recommendations noted. The Clerk stated that an end of year P60 had been received and dated proof of the final EPS submission by Payroll to HMRC was circulated to all Councillors, demonstrating that the end of year process had been completed in a timely manner.</p> <p>Resolved: The Parish Council would include reference to the General Data Protection Regulations in the Council's Risk Assessment and accept the EPS printout as proof of final year process completion. Proposed Cllr Mundell, seconded Cllr Mickelsen.</p>
19/139	<p>Governance: Publication Scheme Review</p> <p>Resolved: The Parish Council re-adopted the Publication Scheme without amendment. Proposed Cllr Bass, seconded Cllr Williams.</p>
19/140	<p>Correspondence</p> <p>The Clerk summarised the on-going discussions between The Mulberry Tree and One Stop regarding the lack of progress on parking improvements.</p> <p>Action: <i>The Clerk to ask the Highways Rangers to trim the verges outside the commercial units.</i></p> <p>The letter to Cllr Bentley CC regarding the Blue Mills Hill traffic light hours' extension was noted. The letter had been acknowledged and a response promised.</p> <p>The Clerk reported on an exchange of emails with MDC, which had revealed that Councillors' Register of Interest entries could be altered by anyone with internet access without security checks. MDC was unwilling to strengthen the process due to a lack of proof of it having occurred previously.</p> <p>Action: <i>The Clerk to write to Mr Simon Quelch at MDC to ascertain whether MDC had changed its stance, prior to discussing the issue with the Information Commissioner's Office.</i></p> <p>A dog attack on Carter's Lane, reported to the Clerk by a resident, had been forwarded to the Community Protection Team. A CPT Officer would be visiting the dog owners.</p>
19/141	<p>Progress Reports from Councillors</p> <p>Concurrent TRUCam and Speedwatch sessions had been conducted at nearby locations, with Speedwatch capturing nearly three times as many vehicles. The minor difference in trigger speed was not thought to account for all the variation; it was thought likely due to the users' activity levels. Cllr Wardrop explained that a report in The Telegraph had incorrectly stated that Maldon CPT would be discontinuing its TRUCam use due to an excess of work created for Essex Police's processing unit. Cllr Wardrop confirmed that TRUCam would be continuing in the Maldon district. Councillors were pleased to observe that the village gateways had been installed by the Maldon LHP and a new speed survey would be carried out after six months, which could lead to road narrowing in The Street.</p> <p>Action: <i>Cllr Wardrop to provide some traffic calming statistics to the Clerk for the Facebook page.</i></p> <p>Cllr Bass reported no progress on the chippings for Handley's Lane and a disappointing response from ECC regarding a dropped kerbstone causing garden flooding in The Street. There was nothing more to report on the Braintree LHP request to extend the traffic lights' hours at Blue Mills Hill.</p> <p>Action: <i>The Clerk to ask the grass cutting contractor to look again at the corner of Wellands and Church Road, which should no longer pose a health risk due to the installation of the dog bin.</i></p> <p>Action: <i>The Clerk to inform Ernest Doe of dumped tyres on farmland bordering Station Road.</i></p> <p>Action: <i>The Clerk to ask Superfast Essex when Spring Lane properties would be connected to fibre.</i></p>
19/142	<p>General Village News to Note</p> <p>There was no general village news to note.</p>
19/143	<p>Dates of Next Meetings:</p> <ul style="list-style-type: none"> - Friday 19th July 2019 Planning Committee Meeting at 11.30am <i>if required</i> - Friday 16th August 2019 Planning Committee Meeting at 11.30am <i>if required</i> - Tuesday 3rd September 2019 Meeting of the Parish Council at 7.30pm
19/144	<p>Close of Meeting 9.45pm</p> <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Agree the installation of the Tommy soldier for the Remembrance event (September)