

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 Meeting held on Tuesday 3rd November 7.30 pm in the Village Hall Boardroom

Item	Subject
15/204	<p>Those Present and Apologies for Absence</p> <p>In the chair: Cllr MacGregor</p> <p>Present: Cllrs Bates, Johnson, Mickelsen, Nicholas, Pink and Wardrop; the Clerk.</p> <p>Apologies for absence were accepted from Cllrs Bass and Sayers.</p> <p>There were fifteen members of the public present including Mr. Chris Cooke.</p>
15/205	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>There were no Declarations of Interest.</p>
15/206	<p>Approval of Minutes</p> <p>Resolved: that the minutes of the Parish Council meeting held on 6th October 2015 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr Wardrop.</p> <p>Resolved: that the minutes of the Planning Committee meeting held on 16th October 2015 be approved as a true record. Proposed Cllr Johnson, seconded Cllr Wardrop.</p>
15/207	<p>Introduction of Wickham Bishops Tree Warden</p> <p>Mr. Chris Cooke, the recently-appointed tree warden for the parish, was introduced to the Council and parishioners.</p>
15/208	<p>Reports on Progress of Previous Minutes' Items</p> <p>15/016 Hedge trimming in Tiptree Road, Maypole Road and Great Totham Road was due to take place in October. Action: Cllr Bass to confirm the work has been completed.</p> <p>15/098 Refurbishment of the benches has been completed satisfactorily. Action: The Clerk to obtain quotes for the commemorative plaque and liaise with the parishioner to place the order, and to place the order for the bus shelter renovations.</p> <p>15/167 There was no update available for the NHGS Community Liaison Panel. Action: The Clerk to contact Maldon District Council for an update.</p> <p>15/169 Cllr Johnson is collating the existing data for the Frail Persons register. Action: Cllr Pink to provide the existing data to Cllr Johnson.</p> <p>15/186 The Clerk reported that she had been copied on an email to MDC requesting action on possible enforcement issues. Action: Cllr Bass to follow up with MDC.</p>

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15/209	<p>Chairman's Report</p> <p>The Chairman noted that the MDC Street Scene and Enforcement Officer had renewed a warning sign in School Road following reports of instances of dog waste being left in the area. The area will now be monitored by the Officer.</p>
15/210	<p>Clerk's Report</p> <p>The Clerk reported that the month had been fairly busy, with planning issues and drafting the budget for 2016-17. The Clerk also completed her CILCA portfolio in October and submitted it to Essex County Council for review prior to final submission for marking.</p> <p>It was reported that the Parish Council's registration with the Information Commissioner's Office has been renewed, at a cost of £35.</p> <p>The Clerk reminded Councillors that the training course will be on 17th November in the Village Hall from 10am to 12.30pm.</p>
15/211	<p>Public Forum</p> <p>A member of the public spoke in support of planning application <i>HOUSE/MAL/15/00975 Thornridge Mope Lane</i>.</p> <p>Four members of the public spoke against proposals to build 51 houses behind Church Road.</p>
15/212	<p>Church Road Development</p> <p>The Chairman stated that the development at Snows Corner fulfilled the identified affordable housing need in Wickham Bishops and read out the following statement from MDC clarifying the status of sites identified on the Strategic Housing Land Availability Assessment (SHLAA):</p> <p style="text-align: center;"><u>"The identification of sites in the SHLAA should not be taken as an intention to allocate these sites for housing or that planning permission will be granted."</u></p> <p>It was noted that no planning application had been submitted and the Chairman explained to the meeting the actions that the Parish Council can take once an application is received.</p> <p>Cllr Nicholas reminded attendees that the Parish and District Councils can only take into account comments that are material planning considerations. More information can be found at: http://www.maldon.gov.uk/info/485/planning_applications-residential/165/view_planning_applications</p>
15/213	<p>Planning Applications and Decisions</p> <p>Applications:</p> <p>HOUSE/MAL/15/00975 Thornridge Mope Lane Wickham Bishops</p> <p>No letters of objection had been received.</p> <p>Resolved: The Parish Council recommended APPROVAL with the condition that no living accommodation should be created above the garage. Proposed Cllr Johnson, seconded Cllr Wardrop.</p> <p>WTPO/MAL/15/00941 The Briars 3 Paxwood Church Road Wickham Bishops</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 Bates.</p>

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HOUSE/MAL/15/01098 7 Grange Road Wickham Bishops

No letters of objection had been received.

It was noted that the proposal was for a smaller development than the previous application which the Parish Council had supported, and the reasons for its eventual refusal were felt to have been addressed in this revised application.

Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Johnson, seconded Cllr Mickelsen.

Appeals:

OUT/MAL/15/00220 Barn Hayes 29 Beacon Hill

The upcoming Hearing of the appeal against MDC's refusal of five bungalows was noted.

Action: *The Clerk to write to the Planning Inspectorate setting out the Parish Council's views on the Maldon District land supply and availability of affordable homes due to the development at Snows Corner.*

Action: *The Clerk to inform Councillors of the timing and location of the Hearing.*

The Clerk's letter to the Planning Inspectorate for *OUT/MAL/15/00267 Field East of Malone Cottage Maypole Road* was noted.

The following decisions made by Maldon District Council were noted:

- WTPO/MAL/15/00782 11 Leigh Drive APPROVED
- HOUSE/MAL/15/00899 17 Grange Road APPROVED
- HOUSE/MAL/15/00931 6 Birch Rise APPROVED
- HOUSE/MAL/15/00238 9 Blacksmiths Lane APPROVED
- HOUSE/MAL/15/00956 High Hall Blacksmiths Lane APPROVED

Action: *the Clerk to write to MDC requesting clarification over the parish trigger not being applicable for 'trivial' applications.*

There were no local appeal decisions made by the Planning Inspectorate.

15/214

An Update on the Snows Corner Development and Street Naming

Cllr Johnson read out a statement from the Chairman of the Planning Committee Cllr Barry Sayers reporting the progress of the development. The properties currently under construction are the open market homes. The affordable homes are being handled by the English Rural Housing Association and are expected to commence in the new year. The allocation of these dwellings will be arranged by MDC's Housing Department and will be offered to qualifying parishioners of Wickham Bishops.

An exhibition will be held around the end of January in the village hall with support from MDC, the developers of the affordable homes and the selling agents of the open market homes.

It was observed that there had been large amounts of mud on Witham Road coming from the construction site.

Action: *the Clerk to request the mud be cleaned regularly.*

Resolved: the following potential names for the new road in the development were agreed:

- Mackmurdos
- Mackmurdo Place
- Chantry Grove

Action: *the Clerk to send the list to MDC with explanations of their relevance to the locality.*

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15/215	<p>Maldon District Refuse Collection Changes June 2016 Cllr Nicholas explained the upcoming change to wheeled bins for the waste collection. Action: <i>the Clerk to query whether bins will be emptied if lids are not fully closed.</i> Action: <i>Cllr Bates to publicise the changes in the parish magazine if publicity is not included with the November black bag distribution.</i></p>
15/216	<p>Correspondence Requiring Decisions: There was no correspondence requiring a decision.</p>
15/217	<p>General Correspondence to Note: The invitation to parishioners to use vacant allotments in Hatfield Peverel was noted. Action: <i>the Clerk to publicise the offer on the village and parish Council notice boards.</i></p>
15/218	<p>Policing & Neighbourhood Watch There were no street meets or Community Engagement meetings scheduled in November.</p>
15/219	<p>District Council Report There was no report from the District Council due to the absence of District Councillor Bass.</p>
15/220	<p>EALC Report There was no update from the EALC.</p>
15/221	<p>Finance The balances were noted and the list of payments agreed. Resolved: in accordance with the Local Government Act 1972 s.111, the Council would purchase a digital camera for recording the drainage survey and to support Highways issue reporting. Proposed Cllr Mickelsen, seconded Cllr Wardrop.</p>
15/222	<p>Monthly Councillor Surgeries There were no visitors to the October Surgery. The attendees on 21st November were noted: Cllrs Johnson and Mickelsen The need for further surgeries will be discussed during the 1st December meeting.</p>
15/223	<p>Policy Approval: Complaints Handling Councillors were unable to agree the proposed Complaints Handling policy due to concerns over protecting the anonymity of complainants. Action: <i>the Clerk to revise the policy for presentation at the 1st December meeting.</i></p>
15/224	<p>Progress Reports from Committees and Councillors – No Decisions Required Cllr Johnson reported on the Chairmen’s Board Unveiling ceremony held on Saturday 24th October which was well received, and thanked Cllr Pink for donating wine to the event. The Chairman thanked Cllr Johnson on behalf of all present for organising the event. Cllr Wardrop advised that minutes of the September Local Highways panel had just arrived. The missing Wickham Bishops sign on Station Road has been replaced and the extension of the 30mph limit to the Mope Lane/Station Road junction has been approved. Hedge cutting along Maypole Road would be improved to improve visibility of the 30mph sign.</p>

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	<p>The Parish Council would need to prioritise its outstanding requests for action in 2016. Action: <i>Cllr Wardrop to circulate a suggested priority list to Councillors prior to the 1st December meeting for discussion and agreement.</i></p> <p>Cllr Nicholas thanked Cllr Wardrop for his persistence with the LHP requests and for leading the Speedwatch team.</p>
15/225	<p>General Village News</p> <p>The Chairman reported that following the Parish Council's decision regarding the air raid shelter project in October, the County Council had sent a written offer to arrange and pay for the doorway to re-opened and a door installed to the shelter. The Parish Council would only become liable for the cost if the lease was agreed and completed. The project was therefore able to move forward once more.</p> <p>The Remembrance Day service will be held on Sunday 8th November at 2.30pm by the War Memorial, led by Reverend Hilary Le Sève.</p>
15/226	<p>Dates of Next Meetings</p> <p>Friday 13th November Finance Committee Meeting at 10.30am Friday 13th November Planning Committee Meeting at 11.30am Tuesday 1st December 2015 Full Council Meeting at 7.30pm</p>
15/227	<p>Close of Meeting 9.22pm</p> <p>Items for December agenda:</p> <ul style="list-style-type: none"> - Policy Approval: Handling Complaints - 2016 Budget and Precept - Future Saturday Surgeries - LHP request prioritisation - Snows Corner bus stop update - Further agenda items for consideration to the Chairman and Clerk by Friday 20th November <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Policy Approval: Grant Awarding - 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 13th November 2015** at 11.30 am in the Village Hall Boardroom. Members of the public are welcome to attend.

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