

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 | |
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| Of Parish Council Meeting held on Tuesday 1st September 7.30 pm in the Village Hall Boardroom | |
| Item | Subject |
| 15/159 | <p>Those Present and Apologies for Absence In the chair: Cllr MacGregor Present: Cllrs Bass, Bates, Johnson, Mickelsen, Pink, Sayers and Wardrop; the Clerk. Apologies for absence were accepted from Cllr Nicholas. There were five members of the public present.</p> |
| 15/160 | <p>Declaration of Interests and Compliance with the Ethical Framework Cllr MacGregor declared a Non-Pecuniary Interest in item 15/166 application HOUSE/MAL/15/0089917 Grange Road. Cllr Sayers declared a Pecuniary Interest in item 15/166 application FUL/MAL/15/00652 Top Signs 8 The Street.</p> |
| 15/161 | <p>Approval of Minutes Resolved: that the minutes of the Extraordinary Parish Council meeting held on 4th August 2015 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr Wardrop. Resolved: that the minutes of the Planning Committee meeting held on 14th August 2015 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr Johnson.</p> |
| 15/162 | <p>Reports on Progress of Previous Minutes' Items 15/016 Trimming has been requested for the Tiptree Road hedge. 15/098 A quote has been received for refurbishment of the village benches and will be put to the Council for approval under Finance item 15/175 15/141 Invitations to the Chairmen's Board unveiling have been delivered and RSVPs beginning to arrive. 15/149 A status update was requested for the hole in the verge at Box Iron Corner. Action: the Clerk to check status with ECC.</p> |
| 15/163 | <p>Chairman's Report The Chairman reported that The Mitre would be reopening as a tea room by day and public house by evening. The new landlord is also landlord of The Chequers and is expected to undertake repairs to the car park in the near future.</p> <p>Following the wet weather on 31st August the village picnic and caricaturist will be re-scheduled to 2nd May 2016. The Chairman thanked those who attended. Action: the Clerk to send a letter of thanks to the WW2 & Resistance enthusiasts for their interesting and informative display.</p> |

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| | <p>The Chairman advised that prospective purchasers of the open-market dwellings planned for Snows Corner have received letters giving potential occupation dates in 2016. Action: Cllr Sayers to obtain progress updates on the open-market and affordable homes for dissemination by the Clerk to interested residents.</p> <p>The Chairman thanked Cllr Wardrop for completing the Parish Council's nomination form for the Essex Council of the Year award. Councillors expressed their appreciation of the quality of the entry.</p> |
| 15/164 | <p>Clerk's Report</p> <p>The clerk stated that all are welcome to attend to the drainage survey training which has been arranged for 16th September. The training will be used to map out the local watercourses. Action: the Clerk to re-arrange training for Cllr Bass.</p> <p>The Riparian Rights and Ditches article has now been published in the parish magazine and Great Totham is expected to follow suit.</p> <p>The Clerk reported that she had drafted a Complaints procedure to meet a CiLCA qualification requirement; this will need to be adopted by the Parish Council when bidding for Quality Council status.</p> <p>MDC's Parks Team is looking into funding towards the parish's grass cutting costs.</p> |
| 15/165 | <p>Public Forum</p> <p>A member of the public spoke about their upcoming planning application FUL/MAL/15/00622 Fontenay Station Road.</p> <p>A member of the public brought the overgrown vegetation along Back Lane to the attention of the Council. Action: Cllr MacGregor to liaise with the landowners and Cllr Bass to raise with the Highways Rangers if necessary.</p> |
| 15/166 | <p>Planning Applications and Decisions</p> <p>Cllr Bass refrained from voting on the following planning applications due to the potential for him to vote at the District Council planning meeting.</p> <p>Applications:</p> <p>FUL/MAL/15/00622 Fontenay Station Road Wickham Bishops No letters of objection had been received. Councillors considered the application to be a like-for-like replacement dwelling in keeping with its setting. Public Rights of Way were to be unaffected. Resolved: the Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Johnson.</p> <p>FUL/MAL/15/00652 Top Signs 8 The Street Wickham Bishops The application had been withdrawn prior to the meeting.</p> |

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| | <p>HOUSE/MAL/15/00741 Barradoura 16 Beacon Hill Wickham Bishops No letters of objection had been received. Councillors noted that the application site lies within a neighbouring parish near to the Wickham Bishops border, and is barely visible from the public road. Resolved: the Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Wardrop.</p> <p>HOUSE/MAL/15/00895 18 Church Road Wickham Bishops The Parish Council noted that the District Council's yellow notice to neighbours was not on display and no record of it existed on MDC's website. Due to concerns that neighbours had not been sufficiently notified, the application will be carried over to the Planning Committee meeting on September 11th. Parish Council notification cards will be delivered to those dwellings potentially affected by the proposal.</p> <p>HOUSE/MAL/15/00899 17 Grange Road Wickham Bishops Councillors were concerned that neighbours had not had sufficient time to note the application and express their views. The application will be carried over to the September 11th Planning Committee meeting. Parish Council notification cards will be delivered.</p> <p>Appeals: FUL/MAL/14/00917 Bouncers Wickham Hall Lane Wickham Bishops The Parish Council had no further comments to make on this application.</p> <p>The weekly decision lists were noted. It was further noted that application HOUSE/MAL/15/00744 2 Birch Rise Wickham Bishops had been approved by MDC.</p> |
| <p>15/167</p> | <p>Update on North Heybridge Garden Suburb No report had been received from the developers.</p> <p>Councillors queried MDC's progress in setting up a NHGS Community Steering Team with Parish Council representatives. Action: <i>the Clerk to query the progress with MDC.</i></p> |
| <p>15/168</p> | <p>Parishioner Notification of Relevant Planning Applications Cllr Sayers presented the new Parish Council Planning Notification card format. Planning Committee members agreed to deliver the cards when visiting the application sites; for large applications where significant number of neighbours need to be informed, other Councillors would be engaged to help as required.</p> |
| <p>15/169</p> | <p>Frail Persons Register The Clerk reported that the Community Agent Mrs Jan Hawkins was aware of other parishes that had established a Frail Persons Register and outreach system. It was apparent that during periods of icy weather and power cuts certain residents would enjoy some contact from their local Parish Councillor. Action: <i>Councillors to provide information regarding those individuals who would benefit from the outreach activity to Cllr Johnson, for collation by Councillor area and to be processed and kept in accordance with the Data Protection Act 1998.</i></p> |

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| 15/170 | <p>Correspondence Requiring Decisions:</p> <p>The Clerk reported that the Rural Housing, Employment and District Travellers Allocation survey had now been received and she would draft a reply with the Planning Committee, for approval at the October 6th Parish Council meeting.</p> |
| 15/171 | <p>General Correspondence to Note:</p> <p>The appointment of Mr Nick Fenwick as Interim Director of Planning and Regulatory Services was noted.</p> |
| 15/172 | <p>Policing & Neighbourhood Watch</p> <p>The Clerk and Cllr Wardrop met PCSO Hayden at the Street Meet of August 19th. PCSO Hayden has been invited to attend the 26th September Surgery.</p> <p>The dates of future street meets were noted:</p> <ul style="list-style-type: none"> - 12 noon to 1pm 2nd, 16th, 30th September One Stop, The Street, Wickham Bishops <p>There was no Neighbourhood Watch report.</p> |
| 15/173 | <p>District Council Report</p> <p>There was nothing to report from MDC.</p> |
| 15/174 | <p>EALC Report</p> <p>Cllr Mrs Pink advised that the EALC AGM would be held on 24th September. Cllrs Pink and Wardrop would be attending.</p> <p>Action: Cllr MacGregor to check his availability and the Clerk to book the Councillors' attendance.</p> |
| 15/175 | <p>Finance</p> <p>The balances were noted and the list of payments agreed.</p> <p>Resolved: in accordance with Parish Councils Act 1957, s.1 the Council would pay for the village benches to be refurbished, excluding the bench within Finch's. Proposed Cllr Sayers, seconded Cllr Mickelsen.</p> <p>Action: Cllr Bass to arrange maintenance of the bench in Finch's</p> <p>Action: the Clerk to request a quote for fixing the guttering on the bus shelter</p> <p>The use of the training budget to fund room hire for the drainage surveying training was acknowledged.</p> |
| 15/176 | <p>Monthly Councillor Surgeries</p> <p>The attendees on 26th September were noted: Cllrs Mickelsen and Wardrop</p> <p>Attendees at the 24th October Surgery were agreed: Cllrs MacGregor and Bates</p> |
| 15/177 | <p>Air Raid Shelter</p> <p>The Chairman and Clerk reported that agreement of the lease with ECC had stalled due to the necessity to thoroughly survey the building without incurring excessive cost and repairing responsibility.</p> <p>Action: the Clerk to write to County Councillor Bass requesting his support.</p> |
| 15/178 | <p>Progress Reports from Committees and Councillors – No Decisions Required</p> |

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| | <p>Cllr Wardrop reported that following his query, the Road Narrowing request had been added back into the LHP's potential schemes list for consideration. The extra 30mph repeater signs for Maypole Road had been requested by County Councillor Bass.</p> <p>Relocation of the Maypole Road speedwatch site to outside Hamara has been passed to PC Keene for consideration.</p> <p>The damaged 30mph repeater sign outside The Mitre is still awaiting repair. Action: <i>Cllr Nicholas to progress with Highways.</i></p> <p>A volunteer has stepped forward to be the Wickham Bishops Tree Warden. Action: <i>Cllr MacGregor to invite Mr. Chris Cooke to the October 6th meeting.</i></p> <p>The proposal to site all school bus stops outside The Chequers is due to progress with the start of the new school year. Action: <i>Cllr MacGregor to contact ECC for a progress update.</i></p> <p>Cllr Johnson will be working with Little Braxted Parish Council and the Scouts and Guides organisations to support this year's Remembrance Service.</p> |
| 15/179 | <p>General Village News The Braxted Fete will be held on Saturday 5th September</p> |
| 15/180 | <p>Dates of Next Meetings Friday 11th September 2015 Planning Committee Meeting at 11.30am Tuesday 6th October 2015 Full Council Meeting at 7.30pm</p> |
| 15/181 | <p>Close of Meeting 9.48pm Items for October agenda:</p> <ul style="list-style-type: none"> - Complaints procedure adoption - Rural Housing, Employment and District Travellers Allocation survey - Discussion to regularise an August meeting and make ad-hoc the January meeting - Financial approval for catering for the Chairmans' Board Unveiling Ceremony - Further agenda items for consideration to the Chairman and Clerk by Friday 25th September <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Neighbourhood Plan |

Notice is hereby given that, should there be plans to discuss, a Planning Meeting will be heard on **Friday 11th September 2015** at 11.30am 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.