

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



Parish Clerk:

Mrs L J Rowland
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MINUTES	
Of Parish Council Meeting held on Tuesday 2nd September at 7.30 pm in the Village Hall Boardroom	
Item	Subject
14/156	<p>Those Present and Apologies for Absence</p> <p>In the chair: Cllr MacGregor</p> <p>Present: Cllrs Bass, Bates, Johnson, Mickelsen, Nicholas, Pink, Sayers and Wardrop; the Clerk</p> <p>Apologies for absence accepted from: Mr. Chris Hudson, PC Lea Keene</p> <p>Six members of the public were present.</p>
14/157	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>No Declarations received.</p>
14/158	<p>Approval of Minutes</p> <p>Resolved. The minutes of the Extraordinary Parish Council meeting held on 7th August 2014, with amendment to 14/153 "following approval of application 13/01151 Land Opposite Beech Green Tiptree Road", were approved as a true record. Proposed Cllr McGregor, seconded Cllr Mickelsen.</p> <p>It was noted that the Parish Council's submitted responses to four planning applications had not yet appeared on MDC planning portal website.</p> <p>Action: <i>The Clerk to follow up with MDC Planning Department.</i></p>
14/159	<p>Reports on Progress of Previous Minutes' Items</p> <p>14/109 It was noted that highways works had begun on Wickham Hall Lane.</p> <p>14/129 Cllrs MacGregor, Mickelsen, Pink and Bass volunteered to take road salt bags bringing the total promised to 18 of 42. Salt is due to arrive in September.</p> <p>Action: <i>Cllr Johnson to contact the Church to establish their needs and Cllr Bates to include an article in the Parish magazine.</i></p> <p>14/131 It was reported that the new owners of The Mitre had responded to a recent letter from the Parish Council promising that work on the car park would soon be underway. It had been noticed that internal works had commenced and an Opening Soon banner had appeared.</p> <p>14/131 It was noted that Cllr Johnson had volunteered as liaison to Remembrance Day planning. Item closed.</p>

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	<p>14/136 Contact details have been obtained for the largest developer to speak on Heybridge Garden Suburb plans. Action: <i>The Clerk to invite Mr. Antony Calvert to speak at the November Parish Council meeting.</i></p> <p>14/139 It was reported that Goodlife Countryside Services have now taken over responsibility for Library triangle. Item closed.</p> <p>14/141 The weeds at Bishops Court have been reduced and no further action is required by the Parish Council. Item closed.</p> <p>14/141 The overflowing pond at The Old Rectory needs support by ECC Highways to resolve. Action: <i>Cllr MacGregor to approach ECC Highways Department.</i></p> <p>14/153 The possible new MDC process for notifying neighbours of planning applications, and the status of the unauthorised road access between Mapstones and Ballingdon onto Maypole Road are both awaiting response from MDC. Action: <i>The Clerk to follow up with Mr. Derek Lawrence and copied to Cllr Bass, and in the case of the Maypole Road access, copied to the Clerk to Great Totham Parish Council.</i></p>
14/160	<p>Chairman's Report The Chairman reported that he had recently attended an afternoon tea party at Prances Scout Headquarters and visited two parishioners in response to their queries.</p> <p>The Chairman attended an Emergency Planning Seminar at which planning for elderly or infirm residents was suggested, and will be considered by the Parish Council at a future meeting.</p>
14/161	<p>Clerk's Report The Clerk reported that the External Auditor expects to complete and return the Annual Accounts file within a week.</p> <p>There has been no response to the VAT claim by HMRC since the additional information was submitted on July 14th.</p> <p>The Clerk advised that she attended the July Parish Clerks' Forum and CiLCA training in August and is starting to compile the evidence portfolio required to become CiLCA-qualified. Action: <i>The Clerk to send to all Councillors a useful presentation on the Highways Rangers received at the Parish Clerks' Forum.</i> Action: <i>Councillors to consider and send any items of work for the Highways Rangers to the Clerk.</i></p>
14/162	<p>Correspondence Requiring Decisions: There was no correspondence requiring decisions.</p>
14/163	<p>General Correspondence to Note: The response from Hawthorne Leisure regarding the work due to begin on The Mitre's car park and the pub's re-opening was noted.</p> <p>It was noted that three letters of support for a future planning re-application on Mope Lane have been received.</p>

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14/164	Police Report No report received.
14/165	Neighbourhood Watch Report The NHW co-ordinator had previously reported that little crime had happened locally in recent weeks. Cllr Sayers advised that thieves had most recently targeted the lead on the Village Hall roof and vandalised the security cameras. On attempting to report the crime Cllr Sayers had encountered difficulties due to lack of available police resources. Action: <i>Cllr Bass to follow up with the District Commander.</i>
14/166	Public Forum A representative of a resident spoke on behalf of an upcoming re-application for a new-build house in Mope Lane.
14/167	Planning Applications and Decisions Cllr Bass abstained from voting on the following planning application due to the potential for him to vote at the District Council planning meeting. HOUSE/MAL/14/00734 Prances Great Totham Road Wickham Bishops Resolved. The Parish Council recommended APPROVAL. The weekly decision lists were noted. ESS/39/14/BTE Sand and Gravel Extraction Plan Colemans Farm Resolved. The Parish Council would not submit comments, however each Councillor could choose to submit an individual, personal letter. Proposed Cllr Wardrop, seconded Cllr MacGregor.
14/168	District Council Report The District Councillor reported that the LDP is still delayed due to further information being required by the Inspector. Management structure changes are on-going at MDC with some posts still remaining to be filled. A proposal for a crazy-golf and family restaurant amenity at Promenade Park is under consideration.
14/169	EALC Report Cllr Pink reported the upcoming training courses available in September and October from the EALC. The AGM will be held on September 18 th and Cllr Pink will be attending as a voting delegate. Action: <i>Cllr Wardrop to consider attending as a second voting delegate.</i>
14/170	Finance The balances were noted and the list of payments agreed. There were no further spending proposals.

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	<p>A Finance Committee meeting will be held on September 12th.</p> <p>Action: <i>Councillors to submit agenda items to the Clerk prior to 7th September.</i></p>
14/171	<p>Monthly Councillor Surgeries</p> <p>The July 19th surgery report was noted.</p> <p>Attendees for surgery on Saturday 20th September 11.00am to noon are Cllrs MacGregor and Pink.</p> <p>The dates of future surgeries were noted:</p> <ul style="list-style-type: none"> - 18th October - 15th November
14/172	<p>Highways Improvements Requests</p> <p>Resolved. The list of proposed improvement schemes for submission to the Local Highways Panel was approved. Proposed Cllr Wardrop, seconded Cllr Nicholas.</p> <p>It was noted that canvassing of neighbour opinions to the proposed road narrowing schemes would be necessary.</p>
14/173	<p>Progress Reports from Committees and Councillors – No Decisions Required</p> <p>Amenities, BHSA, Emergency Planning, Environment & Street Cleaning, Highways, Planning Committee, Public Rights of Way, Traffic Calming& Speedwatch, Transport, Website & Publicity.</p> <p>Progress on signage for the trestle bridge continues well with hand-painted illustrations now available.</p> <p>Cllr Nicholas reported that the flooding issue on Holt Drive had been dealt with promptly and efficiently with a further review visit due from Highways.</p> <p>Cllr Johnson reported that a potential manufacturer of the proposed Honours Board had been identified and that the BHSA may arrange a separate board.</p> <p>Action: <i>Cllr MacGregor to contact the BHSA Chairman to clarify the intention.</i></p>
14/174	<p>General Village News</p> <p>Cllr Bates reported that Autumn planting is due to be discussed at the upcoming Horticultural Club meeting. Cllr Bates will also raise the Big Tree Plant scheme for consideration.</p> <p>A resident is shortly due to turn 100 years old and the Parish Council agreed to mark the date.</p>
14/175	<p>Exclusion of Press and Public</p> <p>To pass a resolution that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be discussed, it is the opinion of the Council that the press and public now be excluded from the meeting.</p>
14/176	<p>Review of Clerk's Hours</p> <p>Resolved. The Clerk's paid hours will be amended to reflect the hours being worked and will be reviewed in April. Proposed Cllr MacGregor, seconded Cllr Mickelsen.</p>
14/177	<p>Dates of Next Meetings</p> <p>Friday 12th September 2014 Finance Committee Meeting at 10.30am</p>

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	Friday 12 th September 2014 Planning Committee Meeting at 11.30am Tuesday 7 th October 2014 Full Council Meeting at 7.30pm
14/178	Close of Meeting 9.55pm Items for October agenda: <ul style="list-style-type: none"> - Document retention policy - Items for Highways Rangers work - Emergency planning: aged and infirm residents' survey plan - Any further agenda items for consideration to the Chairman and Clerk by Friday 26th Sept.

Notice is hereby given that, should there be plans to discuss, a Planning Meeting will be heard on **Friday 12th September 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.