

Wickham Bishops Parish Council

Parish Councillors

I S F MacGregor (Chairman)
Mrs A Mickelsen (Vice Chairman)
H M Bass
P J Bates
R Mundell
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

Mrs L J Rowland
Wickham Bishops Parish Council
The Village Hall
Church Road
Wickham Bishops
Essex
CM8 3JZ
07542 190176

info@wickhambishopsparishcouncil.org

MINUTES of Parish Council Meeting held on Tuesday 6th December 2016 at 7.30pm in the Village Hall Boardroom	
Item	Subject
16/184	Those Present and Apologies for Absence In the chair: Cllr MacGregor Present: Cllrs Bass, Bates, Mickelsen, Mundell, Pink, Sayers and Wardrop; the Clerk. Apologies for absence were accepted from Cllr Nicholas. There were four members of the public present including the Tree Warden, Mr Chris Cooke.
16/185	Declaration of Interests and Compliance with the Ethical Framework There were no Declarations of Interest.
16/186	Approval of Minutes Resolved: that the minutes of the Parish Council meeting held on 1 st November 2016 be approved as a true record. Proposed Cllr Sayers, seconded Cllr Wardrop. Resolved: that the minutes of the Extraordinary Meeting of the Parish Council held on 11 th November 2016 be approved as a true record. Proposed Cllr Sayers, seconded Cllr Wardrop. Resolved: that the minutes of the Finance Committee meeting held on 18 th November 2016 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr MacGregor. Resolved: that the minutes of the Planning Committee meeting held on 18 th November 2016 be approved as a true record. Proposed Cllr Sayers, seconded Cllr Wardrop.
16/187	Public Forum A member of the public suggested that the Parish Council could publicise the various services available at the library, some of which were not well known by parishioners, and that small groups might be able to use the library for meetings. The resident also suggested that a coffee machine might be a useful addition to the library. A member of the public stated that the existence and location of the library could be better marked, with additional signposting and advertising.
16/188	Chairman's Report The Chairman reported on his attendance at the Remembrance Day service, during which he laid a wreath on behalf of the Parish Council. The Chairman expressed his thanks to Little Braxted Parish Council and a local resident Mr Mike Raven, for the excellent upkeep of the war memorial. Thanks were also given to Mr Chris Cooke and Mrs Maggie Cooke, the Rainbows, Brownies and local resident Mrs Ruth Johnson for their support on the tree planting day, which was a great success. Finally, the Chairman reported that the acquisition of the air raid shelter is nearly complete, and thanked the Clerk for her support in the project.

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16/189	<p>Clerk's Report</p> <p>The Clerk reported that the use of Facebook by the Parish Council had resulted in much more engagement with residents. The tree planting and library building articles had reached a thousand people and parishioners had directly messaged the Clerk about local issues.</p> <p>A complaint had been received about the pothole in One Stop's carpark. To date, the Clerk had received no response to her letter to One Stop's CEO regarding the issue, although staffing problems appeared to have eased.</p> <p>Action: <i>The Clerk to follow up on the pothole by calling One Stop Head Office directly.</i></p> <p>A streetlight on Blacksmiths Lane had been repaired and a second streetlight reported as also failing.</p> <p>The meeting invitation to Mersea Homes, regarding the plans for <i>Land East of Malone Cottage</i>, had been declined and the site is now up for sale.</p> <p>Action: <i>The Clerk to write to the selling agents requesting that the future owners be alerted to the Parish Council's wish to meet.</i></p> <p>A resident had emailed her concerns about traffic at the Five Corners junction and requested the 30mph limit be extended past the junction. The Clerk had referred the resident to Great Totham Parish Council, and advised that Wickham Bishops Parish Council would liaise with Great Totham Parish Council on the issue.</p>
16/190	<p>Planning Applications and Decisions</p> <p>Cllr Sayers explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision. Cllr Bass refrained from voting on the applications due to the potential for him to vote at the District Council planning meeting.</p> <p><u>Applications:</u></p> <p>OUT/MAL/16/01244 - Land adjacent 2 Grange Road Wickham Bishops</p> <p>No letters of representation had been received. The Parish Council noted that the application was a re-submission of a previously approved application. Councillors considered that the proposal would result in an isolated dwelling in a rather dominant position in the open countryside. Councillors acknowledged that the design and scale were sympathetic to the surroundings, and that the existing derelict building would be demolished and its extant footprint, re-used. The Parish Council concluded that, on balance, there would not be a detrimental impact to the surrounding area.</p> <p>Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Mickelsen.</p> <p>WTPO/MAL/16/01337 - 6A Church Road Wickham Bishops</p> <p>No letters of representation had been received. It was noted that this was a re-submission of an application refused previously due to a lack of detail on the application. The Tree Warden reported that he had since helped the applicant to clarify the plans and that the District Council's Interim Tree Warden had also been involved. That being the case, he had no hesitation in recommending the application for approval.</p> <p>Resolved: The Parish Council recommended APPROVAL with condition that a qualified Tree Surgeon undertake the work. Proposed Cllr Sayers, seconded Cllr Mundell.</p> <p><u>Decisions:</u></p> <p>It was noted that <i>HOUSE/MAL/16/00854 - 10 Buckleys Close</i> had been approved and <i>FUL/MAL/16/00782 - The Barn Mope Lane</i> had been refused by Maldon District Council. There were no Planning Inspectorate decisions to note.</p>

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	<p>Cllr Sayers reported that the Planning Consultant, Mr Paul Munson, would be attending the Parish Council meeting on 3rd January 2017 to confirm the arrangements for the following day's Appeal Hearing of <i>OUT/MAL/15/01342 - Land Rear of 9 Church Road</i>. Mr Munson and Cllr Sayers would both be representing the Parish Council at the Hearing.</p>
16/191	<p>Monthly Councillor Surgeries</p> <p>There was one visitor, with two complaints, at the surgery on 26th November.</p> <p>Cllr Sayers reported that the overgrown vegetation outside the Village Hall will be cut back.</p> <p>Action: <i>The Clerk to contact the County Council to check the status of the investigations into flood prevention of 31 Holt Drive and drainage issues outside 43 Church Road.</i></p> <p>The next Surgery will be held on 21st January 2017.</p>
16/192	<p>District Council Report</p> <p>District Cllr Bass reported that Priti Patel MP, the District Council and the Planning Inspectorate were in communication regarding suitable dates to meet with Parish Council representatives. Cllr Bass had requested that the meeting be held prior to the Appeal Hearing on 4th January 2017 for <i>OUT/MAL/15/01342 - Land Rear of 9 Church Road</i>.</p> <p>The Examination-in-Public of the Local Development Plan would begin on 12th January 2017, and was scheduled for completion on 19th January.</p> <p>Cllr Bass had referred the matter of a dog being regularly let loose along Back Lane, causing a hazard to road users and fouling gardens, to the Enforcement officer and an investigation was underway.</p> <p>The investigation into parking problems caused by the Car Sales business was on-going. It was noted that matters had improved somewhat however a further complaint had been received.</p> <p>Finally, the District Councillor advised that the planning application for the North Heybridge Garden Suburb would be determined by the District Council on Wednesday 7th December 2016.</p>
16/193	<p>Finance</p> <p>Resolved: The balances were noted and the list of payments agreed. Proposed Cllr Mickelsen, seconded Cllr MacGregor.</p> <p>The recommendations of the Finance Committee were noted.</p> <p>Resolved: The Parish Council would re-appoint Heelis and Lodge as internal auditor for 2017-2018. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p> <p>Resolved: The Parish Council agreed the purchase of a projector at a maximum cost of £300 in accordance with <i>The General Power of Competence, Localism Act 2011 S.1(1)</i>. Proposed Cllr Mundell, seconded Cllr Wardrop.</p> <p>Resolved: The budget was agreed as proposed and the Precept for 2017-2018 set at £12,000 being £12.48 per Band D dwelling, a reduction of £0.12 from 2016-2017. Proposed Cllr MacGregor, seconded Cllr Mickelsen.</p>
16/194	<p>Traffic Calming</p> <p>Cllr Wardrop reported that the extension of the 30mph limit along Church Road, and the feasibility study into road narrowing along The Street, were on course for completion by 31st March 2017.</p> <p>Essex Highways had carried out a traffic count on Witham Road as part of a study into the case for a 40mph speed limit.</p>

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	<p>Resolved: The Parish Council agreed the five SIDs locations:</p> <ul style="list-style-type: none"> - The two existing VAS sites by Birch Rise and Maypole Road; - Beacon Hill, near the war memorial; - Kelvedon Road, between Walden House Road and Rainbow Cottage; - The Street, near the Handleys Lane junction. <p>Proposed: Cllr Wardrop, seconded Cllr MacGregor.</p> <p>In an effort to improve accessibility for bus users, Cllrs Wardrop, MacGregor and Mickelsen had surveyed residents near to the Kelvedon Road bus stop, to canvas support for bus stop cage marking. Views were mixed and Councillors felt there was insufficient support for change.</p> <p>Action: Cllr Bates to report back the findings to the parishioner who raised the issue initially</p> <p>Action: Cllr Wardrop to draft a traffic calming summary for the parish magazine and online</p>
16/195	<p>Use of Library Building</p> <p>The request by the County Council to help increase the use of the library building and to generate ideas was noted. Ideas submitted by the public included a community café, venue for Parish Council meetings, Neighbourhood Plan Steering group meetings and any small groups. It was noted that storage could not be provided but chairs and tables would be delivered, set up and removed by County Council staff in support of any events, if required.</p> <p>Action: Cllr Bates to include an article in the parish magazine describing the library services and potential uses of the building</p> <p>Action: The Clerk to collate ideas and to liaise with library staff, and to advise the Secretary of the NHP Steering Group about use of the venue for its next meeting</p>
16/196	<p>Correspondence</p> <p>The letters and messages were noted.</p> <p>The Clerk reported that she had been approached by the leader of the District Council's Community Protection Team Mr Paul Rayner, regarding the services the CPT offers.</p> <p>Action: The Clerk to clarify whether the services can be employed by private organisations such as the BHSA and to arrange a presentation for the February meeting.</p>
16/197	<p>Progress Reports from Councillors and Committees – No Decisions Required</p> <p>Cllr Mundell advised the meeting that Great Totham Parish Council's Neighbourhood Plan Boundary had been designated with further progress expected in the new year.</p>
16/198	<p>General Village News</p> <p>There was no general village news.</p>
16/199	<p>Dates of Next Meetings</p> <p>Friday 16th December 2016 Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Tuesday 3rd January 2017 Full Council Meeting at 7.30pm</p> <p>The February Parish Council meeting will be held one week early, on 31st January 2017.</p>
16/200	<p>Close of Meeting 8.57pm</p> <p>Items for future agendas (additional items to Chairman and Clerk by Monday 19th December):</p> <ul style="list-style-type: none"> - Review Standing Orders and Financial Regulations (Public Contracts Regulations 2015) (January) - Annual review and approval of the asset register (January) - OUT/MAL/15/01342 - Land Rear of 9 Church Road Appeal Hearing plan (January) - Website refresh (February) - Local Council Award Scheme (February)