

# 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  
3<sup>rd</sup> Place Essex Village of the Year 2015  
[www.wickhambishopsparishcouncil.org](http://www.wickhambishopsparishcouncil.org)

## Parish Clerk

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<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 4<sup>th</sup> October 2016 at 7.30pm in the Village Hall Boardroom</b>	
Item	Subject
<b>16/138</b>	<b>Those Present and Apologies for Absence</b> In the chair: Cllr MacGregor Present: Cllrs Bass, Bates, Mundell (arr.7.35pm), Nicholas, Pink, Sayers and Wardrop; the Clerk. Apologies for absence were accepted from Cllr Mickelsen. There were seven members of the public present.
<b>16/139</b>	<b>Declaration of Interests and Compliance with the Ethical Framework</b> Cllr MacGregor declared a non-pecuniary interest in item 16/144 application 18 Grange Road Cllr Bates declared a non-pecuniary interest in item 16/144 application 10 Buckleys Close
<b>16/140</b>	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 6 <sup>th</sup> September 2016 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Pink. Cllr Mundell joined the meeting.
<b>16/141</b>	<b>Public Forum</b> A member of the public spoke in favour of planning application HOUSE/MAL/16/00923 - Hornbeams Blue Mills Hill Wickham Bishops. A member of the public spoke in favour of planning application FUL/MAL/16/00892 - Land at Rainbow Cottage Kelvedon Road Wickham Bishops.
<b>16/142</b>	<b>Chairman's Report</b> The Chairman reported that the parishioner who had requested a memorial bench at the library would be happy to consider a tree and plaque to be planted in the vicinity. <b>Action:</b> Cllr MacGregor to consult the Tree Warden
<b>16/143</b>	<b>Clerk's Report</b> The Clerk drew the meeting's attention to the latest Issues List. The numerous flooding items were noted however none believed to necessitate a temporary road closure during flooding. <b>Action:</b> The Clerk to write to Mrs Shirley Hall at Maldon District Council summarising the flooding issues awaiting resolution. The Honours Board would be updated to include ex-Chairman Webber's MBE.
<b>16/144</b>	<b>Planning Applications and Decisions</b> 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.

Applications:

**HOUSE/MAL/16/00854 - 10 Buckleys Close Wickham Bishops**

One letter of objection had been received.

Councillors stated that the proposal would result in a large dwelling, extending close to both side boundaries and to the neighbour. It was noted that North had been incorrectly shown, giving a false impression of the shading the dwelling would cast. For these reasons, it was concluded that the proposal constituted an overdevelopment of the site and would negatively affect the amenity of the neighbouring properties, contrary to Submission LDP Policy D1 – *Design Quality and Built Environment*.

**Resolved:** The Parish Council recommended REFUSAL. Proposed Cllr Nicholas, seconded Cllr Sayers.

**FUL/MAL/16/00892 - Land at Rainbow Cottage Kelvedon Road Wickham Bishops**

There had been no letters of representation.

Councillors noted that the design was in keeping with the other new properties nearby and that outline permission had already been granted.

**Resolved:** The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Wardrop.

A member of the public left the meeting.

**HOUSE/MAL/16/00923 - Hornbeams Blue Mills Hill Wickham Bishops**

There had been no letters of representation.

The Chairman of the Planning Committee reported that the changes were mostly to the rear of the property and that the size of the plot was sufficient for the enlarged house.

**Resolved:** The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Nicholas.

**OUT/MAL/16/00990 - Adjacent to Chasefield Cottage Kelvedon Road Wickham Bishops**

There had been no letters of representation.

It was noted that new houses were being built opposite and to the side of the application site. On balance, Councillors felt that the narrow plot would result in a cramped and contrived appearance, giving an intensifying effect to the detriment of the locality. Councillors concluded the application would be contrary to Submission LDP Policy D1 – *Design Quality and Built Environment*; the siting of the garage forward of the building line would additionally be contrary to the Wickham Bishops Village Design Statement.

**Resolved:** The Parish Council recommended REFUSAL. Proposed Cllr Nicholas, seconded Cllr Wardrop.

**HOUSE/MAL/16/01006 - 18 Grange Road Wickham Bishops**

There had been no letters of representation.

Councillors noted that the proposal was for a modest extension, wholly enclosed to the rear of the dwelling. As the only neighbour of the proposal site, Cllr MacGregor reported that it would not be possible to see the extension from his neighbouring dwelling.

**Resolved:** The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Bates.

**HOUSE/MAL/16/01029 - 16 Byron Drive Wickham Bishops**

There had been no letters of representation.

**Resolved:** The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Nicholas.

**FUL/MAL/16/00972 - Land Opposite Beech Green Tiptree Road Wickham Bishops**

Due to clarification being needed, the application will be considered at the next opportunity.

**Action:** Cllr Sayers to seek clarification over Condition 10 and to confirm the planned bus stop area surface treatment.

<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 4<sup>th</sup> October 2016 at 7.30pm in the Village Hall Boardroom</b>	
	<p>Four members of the public left the meeting.</p> <p><b>WTPO/MAL/16/01025 - 6A Church Road Wickham Bishops</b>  There had been no letters of representation. Cllr Sayers read out the Tree Warden's report.  <b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Wardrop.</p> <p><b>WTPO/MAL/16/00976 - 11 Heathgate Wickham Bishops</b>  There had been no letters of representation. Cllr Sayers read out the Tree Warden's report.  <b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Wardrop.</p> <p><u>Decisions</u>  The decisions made by Maldon District Council and the Planning Inspectorate were noted. Additionally, it was noted that HOUSE/MAL/16/00840 - 35 Church Road Wickham Bishops had been approved.</p> <p>Councillors considered the likely benefits and financial impact of appointing a Planning Consultant to represent the Parish Council at the appeal hearing for <i>OUT/MAL/15/01342 – Land north of 9 Church Road Wickham Bishops</i> on 4<sup>th</sup> January 2017. The Clerk advised that cash reserves could be used to fund a consultant, and that the Precept would need to be increased to restore the reserves to within accounting guidelines.</p> <p>An Extraordinary Meeting of the Council will be held on 11<sup>th</sup> November to gauge public support.</p> <p>A member of the public, a practising Town Planner, offered help and guidance in planning a strategy and in recruiting a suitable consultant.</p> <p><b>Action:</b> <i>The Clerk to liaise with the parishioner and obtain budgetary figures.</i>  <b>Action:</b> <i>The Clerk to organise and publicise the Extraordinary Meeting.</i></p>
<b>16/145</b>	<p><b>Governance</b>  Cllr Bass requested the Planning Committee Terms of Reference be revised to ensure all applications be considered by the Planning Committee whenever possible.  <b>Action:</b> <i>The Clerk to revise the draft Terms of Reference</i></p>
<b>16/146</b>	<p><b>Maldon District Local Development Plan</b>  <b>Resolved:</b> The Parish Council would not support the inclusion of the land north of 9 Church Road in the alternative sites list. Proposed Cllr Bass, seconded Cllr Wardrop.  <b>Action:</b> <i>The Clerk to respond to the consultation.</i></p> <p>Two members of the public left the meeting.</p>
<b>16/147</b>	<p><b>Great Totham Neighbourhood Plan Area</b>  <b>Resolved:</b> The Parish Council raised no objection to Great Totham's proposed NHP area. Proposed Cllr Mundell, seconded Cllr MacGregor.  <b>Action:</b> <i>The Clerk to respond to the consultation</i></p>
<b>16/148</b>	<p><b>Monthly Councillor Surgeries</b>  There were two visitors to the September surgery. Cllrs Nicholas and MacGregor remain in contact with a parishioner concerned over possible recurrent flooding.</p> <p>A complaint over inconsiderate parking by the car sales business had been investigated and it was discovered that several vehicles parked continuously on the public highway were untaxed.  <b>Action:</b> <i>The Clerk to write to the business owner requesting the parking situation be resolved.</i></p> <p>The attendees for 15<sup>th</sup> October will be Cllrs Mundell and Wardrop. The 26<sup>th</sup> November surgery attendees are expected to be Cllrs Mundell and MacGregor.</p>

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<b>16/149</b>	<b>District Council Report</b> Problems with the waste and recycling service were being resolved; new staff were in place and missed collections dropping.
<b>16/150</b>	<b>Finance</b> <b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr MacGregor, seconded Cllr Wardrop. The Banking Mandate changes are complete and there will be a Finance meeting on 18 <sup>th</sup> November to consider the budget and precept for 2016-17 and status of this financial year. <b>Action:</b> <i>Councillors to send project ideas and new expenditure item suggestions to the Clerk</i>
<b>16/151</b>	<b>Website</b> <b>Resolved:</b> The website will be migrated to the essexinfo.net host domain. Proposed Cllr Mundell, seconded Cllr Bates. <b>Resolved:</b> The Parish Council will create and maintain a Facebook page. Proposed Cllr Mundell, seconded Cllr Wardrop. <b>Resolved:</b> The Parish Council email will be migrated to Microsoft Exchange Online. Proposed Cllr Bass, seconded Cllr Nicholas.
<b>16/152</b>	<b>Neighbourhood Plan Update</b> Cllr Mundell gave a report on the progress of the Neighbourhood Plan Steering Group. The area designation is expected to be approved without a need for consultation.
<b>16/153</b>	<b>Streetlight for the Mitre Junction</b> Councillors discussed the need for lighting in the area of The Mitre. Cllr Wardrop reported that the future street buildouts may include additional lighting in the design; the feasibility report is due in the Spring and clarification will be sought at that point.
<b>16/154</b>	<b>Correspondence</b> The letter sent to Ms P Patel, MP regarding inconsistent Planning Inspectorate decisions, and the received letter advising FP13 (Ballards) will be determined by PINS, were noted.
<b>16/155</b>	<b>Progress Reports from Councillors and Committees – No Decisions Required</b> Cllr Wardrop received a response on Traffic Calming matters from ECC Highways and would circulate the details. The plans for planting the Parish Council's 90 trees to commemorate the Queen's birthday are progressing well. The Tree Warden will need additional support from the BHSA clubs in planting the BHSA's 330 trees.
<b>16/156</b>	<b>General Village News</b> The BHSA held a Vintage Fayre on 17 <sup>th</sup> September; there will be a Christmas Fayre on 19 <sup>th</sup> November. The BHSA's telecoms mast is expected to be 17.5m high and situated on the sports field adjacent to Handleys Lane.
<b>16/157</b>	<b>Dates of Next Meetings</b> Friday 21 <sup>st</sup> October 2016 Planning Committee Meeting at 11.30am <i>if required</i> Tuesday 1 <sup>st</sup> November 2016 Full Council Meeting at 7.30pm Friday 11 <sup>th</sup> November Extraordinary Meeting of the Parish Council at 8.00pm
<b>16/158</b>	<b>Close of Meeting 10.30pm</b> Items for November agenda (additional items to Chairman and Clerk by Friday 21 <sup>st</sup> October): <ul style="list-style-type: none"> <li>- Local Council Award Scheme</li> </ul> Items for future agendas: <ul style="list-style-type: none"> <li>- Precept (December)</li> </ul>