

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

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MINUTES Of Parish Council Meeting held on Tuesday 5th July 2016 at 7.30pm in the Village Hall Boardroom	
Item	Subject
16/098	Those Present and Apologies for Absence In the chair: Cllr MacGregor Present: Cllrs Bates, Mickelsen, Mundell, Nicholas, Pink, Sayers and Wardrop; the Clerk. Apologies for absence were accepted from Cllr Bass. There were six members of the public present including Tree Warden Mr. Cooke.
16/099	Acceptance of Office Mr Richard Mundell made his Acceptance of Office of Parish Councillor.
16/100	Declaration of Interests and Compliance with the Ethical Framework There were no declarations of interests.
16/101	Approval of Minutes Resolved: that the minutes of the Parish Council meeting held on 7 th June 2016 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr Wardrop.
16/102	Public Forum A member of the public spoke in favour of planning application FUL/MAL/16/00595 Wickham Grove Langford Road. A member of the public expressed concerns over the notable eucalyptus tree outside the car sales business on The Street. Action: <i>The Tree Warden to review the condition and status of the tree.</i>
16/103	Chairman's Report The Chairman thanked the three unsuccessful co-option candidates. The BHSA has appointed Elizabeth Coeshall as Chairman. The proposed ground lease terms for the telecoms mast at the BHSA sports field are being considered. The Chairman reported that a working group, consisting of Cllrs Bates and Mundell and the Clerk, will be appointed to consider maintenance and revisions to the website. The Duddell family was thanked for tidying the garden of a neighbour following a complaint. The Chairman finished by explaining the need for a Neighbourhood Plan and the requirement for a Committee to lead it.
16/104	Clerk's Report The Clerk drew the Councillors' attention to the updated items on the Issues List and advised that the temporary closure of the footpath between Kelvedon Road and Goat Lodge Road had been extended. The Clerk of Great Totham Parish Council believed it was unlikely that the closure would be made permanent.

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	<p>The VAT claim for £412.45 had been received directly into the current account in June.</p> <p>The Clerk had attended the Parish Clerks' Forum and summarised the Essex Police presentation.</p> <p>The Clerk concluded by reporting that Essex County Council had located the key to the new door in the air raid shelter and a copy would be left in the library.</p>
16/105	<p>Planning Applications and Decisions</p> <p>The Chairman of the Planning Committee, Cllr Sayers, explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision.</p> <p><u>Applications</u></p> <p>LBC/MAL/16/00640 White House Farm Wickham Hall Lane Wickham Bishops</p> <p>No letters of representation had been received.</p> <p>Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Nicholas.</p> <p>FUL/MAL/16/00595 Wickham Grove Langford Road Wickham Bishops</p> <p>No letters of representation had been received.</p> <p>Councillors noted that the dwelling would not be visible from the road or nearby public footpath 22 and would therefore be unlikely to have an impact on the surrounding views. The agent confirmed that footpath 22 would be unaffected by the proposal.</p> <p>Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Bates.</p> <p>HOUSE/MAL/16/00663 29 Kelvedon Road Wickham Bishops</p> <p>No letters of representation had been received.</p> <p>Councillors noted that the neighbouring bungalow was situated on lower ground to the proposal site however felt that the resultant dwelling would not be unreasonably overbearing.</p> <p>Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Sayers, seconded Cllr Nicholas.</p> <p><u>Decisions</u></p> <p>The following decisions made by Maldon District Council were noted:</p> <ul style="list-style-type: none"> - HOUSE/MAL/16/00319 1 Wickham Hall Cottages Langford Road – APPROVED - HOUSE/MAL/16/00387 34 Witham Road Wickham Bishops – APPROVED - HOUSE/MAL/16/00405 Ashcroft Kelvedon Road Great Totham – APPROVED - HOUSE/MAL/16/00335 Magellans Rest Grange Road Wickham Bishops – APPROVED - FUL/MAL/16/00218 Wickham Barn Station Road Wickham Bishops – APPROVED - HOUSE/MAL/16/00451 19 Heathgate Wickham Bishops – APPROVED - LDP/MAL/16/00466 19 Heathgate Wickham Bishops – REFUSED <p>The following decision made by the Planning Inspectorate was noted:</p> <ul style="list-style-type: none"> - FUL/MAL/15/00091 Site adjacent to 16 School Road Wickham Bishops – ALLOWED
16/106	<p>Appointment of Neighbourhood Plan Committee</p> <p>Resolved: The Parish Council would pursue a Neighbourhood Plan and establish a Neighbourhood Plan Committee. Proposed Cllr Sayers, seconded Cllr Mundell.</p> <p>Members of the NHP Committee would be:</p> <p style="padding-left: 40px;">Cllrs Mundell (Chairman), MacGregor, Mickelsen, Sayers and Wardrop;</p> <p style="padding-left: 40px;">The Clerk;</p> <p style="padding-left: 40px;">Mrs A Hankins, Mr P Edwards, Mr I Smith, Ms J Williams.</p> <p>Action: <i>The Clerk to finalise arrangements for the 26th July RCCE presentation.</i></p> <p>Action: <i>The Clerk and Chairman of the Council to draft a letter to the Leader of the District Council pressing the case for MDC to agree its sponsorship of the RCCE in support of the Neighbourhood Plan Housing Survey.</i></p>

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16/107	<p>Adoption of General Power of Competence</p> <p>Resolved: The Parish Council resolved, from 5th July 2016 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence. Proposed Cllr Mickelsen, seconded Cllr Mundell.</p>
16/108	<p>Provision of Memorial by Parishioner</p> <p>Councillors noted that a bench already exists near to the library and discussed ideas.</p> <p>Action: <i>The Chairman to contact the parishioner to discuss further</i></p>
16/109	<p>Monthly Councillor Surgeries</p> <p>The surgery was held in its new location in the library, on 18th June. There were three visitors with three queries.</p> <p>Action: <i>The Clerk to speak with the householder of Blacksmiths Lane responsible for the damaged footway and Cllr Nicholas to follow up with the County Council over the open issue.</i></p> <p>Action: <i>The Clerk and Cllr Bates to draft an article for the parish magazine explaining the Council's willingness and abilities to address parish issues such as hazards caused by overgrown vegetation and highways concerns.</i></p> <p>Attendees for the 16th July surgery will be Cllrs MacGregor and Bates. The August surgery will be held on the 20th, when attendees will be Cllrs Mundell and Wardrop.</p>
16/110	<p>District Council Report</p> <p>There was no District Council report however Councillors were asked to provide to Cllr Bass, any questions they wished to be put to MDC's Director of Planning, Mr Nick Fenwick, in preparation for an upcoming meeting.</p>
16/111	<p>Finance</p> <p>The balances and previously agreed list of payments were noted.</p> <p>Cllr Mundell volunteered to join the Finance Committee and Cllr Wardrop stepped down.</p> <p>Action: <i>The Clerk to update the Bank Mandate.</i></p> <p>Action: <i>The Clerk to draft revisions to Financial Regulations to suit the 30-day Payments Rule (The Public Contracts Regulations 2015, Reg. 113) and to report options to meet the regulation.</i></p>
16/112	<p>Correspondence Requiring Decisions:</p> <p>Resolved: The Parish held sufficient stocks of road salt and would therefore not participate in the Winter 2016-17 Salt Bag Partnership. Proposed Cllr MacGregor, seconded Cllr Mickelsen.</p>
16/113	<p>General Correspondence to Note:</p> <p>The letters from the Environmental Agency, and the parishioner regarding traffic calming and Clerk's written response, were noted.</p> <p>There were no volunteers to participate in judging the District Conservation and Design Awards.</p>
16/114	<p>Progress Reports from Councillors and Committees – No Decisions Required</p> <p>Cllr Bates reported that the current website hosts were believed to be exiting the market.</p> <p>Action: <i>The Clerk to arrange a working group meeting to consider an alternative domain and mail host and future website requirements.</i></p> <p>Cllr Wardrop advised that LHP requests for 30mph-zone countdown markers on Witham Road, and bus stop area marking on Kelvedon Road, had been submitted. Minutes from the 24th June LHP meeting were awaited. The Maypole Road Speedwatch site was now operational.</p>

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	<p>Damage to the wooden crossing on footpath 1 will be tended to when the drainage issue is addressed. On the expiry of the temporary diversion to footpath 22, the obstruction had not been removed. Cllr Nicholas had reported this to ECC.</p> <p>The playpark repairs will take place in August at which time it would be re-opened.</p> <p>The Tree Warden was congratulated for his successful application to The Woodland Trust. 420 tree whips will be delivered in Autumn; planting is tentatively scheduled for 19th November and local groups will be invited to plant the initial 90 whips to commemorate the Queen's 90th birthday.</p> <p>Action: <i>The Tree Warden and Cllr Sayers to draw up a planting plan.</i></p> <p>Action: <i>The Clerk to contact Benton Hall regarding overgrown hedging obstructing Mope Lane.</i></p>
16/115	<p>General Village News</p> <p>The BHSA Summer Fete had taken place on 2nd July and there will be a September Vintage Fair.</p>
16/116	<p>Dates of Next Meetings</p> <p>Friday 22nd July 2016 Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Friday 19th August 2016 Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Tuesday 6th September 2016 Full Council Meeting at 7.30pm</p>
16/117	<p>Close of Meeting</p> <p>Items for September agenda (additional items to the Chairman and Clerk by Friday 26th August):</p> <ul style="list-style-type: none"> - Langford & Ulting Neighbourhood Plan presentation - Local Council Award Scheme - Emergency planning <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Precept (December)