

# Wickham Bishops Parish Council

## Parish Councillors

Mrs A Mickelsen (Chairman)  
I D Wardrop (Vice-Chairman)  
H M Bass  
P J Bates  
P D Edwards  
I S F MacGregor  
R Mundell  
S J Nicholas  
J Williams



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 6<sup>th</sup> June 2017 at 7.30pm in the Village Hall Boardroom</b>	
Item	Subject
17/101	<b>Those Present and Apologies for Absence</b> In the chair: Cllr Mickelsen Present: Cllrs Bass, Bates, Edwards, MacGregor, Mundell, Nicholas, Wardrop and Williams; the Clerk. Apologies for absence were given by Cllr Bass on behalf of Essex County Council (ECC) and District Cllr Durham. Four members of the public, including Tree Warden Mr Chris Cooke, were present.
17/102	<b>Declaration of Interests and Compliance with the Ethical Framework</b> Cllr Edwards declared a non-pecuniary interest in item <i>FUL/MAL/17/00535 - Land adjacent to Chasefield Cottage Kelvedon Road</i> due to the side entrance to his property being opposite the application site.
17/103	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Statutory Annual Parish Council meeting held on 2 <sup>nd</sup> May 2017 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mundell. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 19 <sup>th</sup> May 2017 be approved as a true record. Proposed Cllr MacGregor, seconded Cllr Wardrop.
17/104	<b>Appointment of Members to Committees</b> Members were appointed as follows: <ul style="list-style-type: none"> <li>Planning Committee - Cllrs Edwards, MacGregor, Wardrop</li> <li>Finance Committee – Cllrs Mundell, MacGregor, Edwards</li> <li>Highways Liaison – Cllr Wardrop</li> <li>Footpaths and Public Rights of Way – Cllrs Nicholas, Williams</li> <li>Policing Liaison – Cllr Bass</li> <li>Website and Publicity – Cllr Bates</li> <li>BHSA Liaison – Cllr Williams</li> </ul> <b>Action:</b> Councillors to send updated profiles and responsibilities to Cllr Bates for the website, to meet the requirements of The Transparency Code for Smaller Authorities para. 23.
17/105	<b>Public Forum</b> A member of the public expressed his thanks to the Parish and District Councils for their success in challenging the appeal decision for 'Land North of 9 Church Road'. The resident offered to obtain Highways and housing density reports for the re-considered appeal. Councillors thanked the resident for his offer and suggested the lack of pedestrian access and school places were also key issues. <b>Action:</b> The Clerk to advise the resident whether, and when, to commission the reports, pending the outcome of further enquiries detailed in item 17/108.

<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 6<sup>th</sup> June 2017 at 7.30pm in the Village Hall Boardroom</b>	
	<p>A member of the public spoke in favour of application <i>HOUSE/MAL/17/00346 - Leys Manor Langford Road Wickham Bishops</i>.</p> <p>The Tree Warden stated that the residents of Ballards were feeling aggrieved over the recent investigation into the barbed wire they had installed along the public footpath across their land.</p>
<b>17/106</b>	<p><b>Chairman's Report</b></p> <p>The Chairman began by congratulating the Clerk on an excellent internal auditor's report and thanked everyone who took part in the recent air raid shelter tidy-up day.</p> <p>The Chairman, Cllr Wardrop, Cllr Bass in his District Councillor role and the Clerk attended a tour of the Mackmurdo Place affordable housing development at Snows Corner, in May. The overwhelming impression was of a successful, well-planned site with high quality properties, generously equipped and planted. The Chairman wished the incoming residents happiness in their new homes. Also in attendance were members, officers and the Chief Executive of Maldon District Council, representatives of the Rural Community Council of Essex and English Rural Housing Association and ex-parish councillor Sayers.</p> <p>The Chairman, Cllr Bass and the Clerk will be meeting with County Council Watercourse engineers in June to discuss flooding on Grange Road and possible improvement schemes.</p> <p><b>Action:</b> <i>Councillors to comment on MDC's draft Design Guide to the Clerk before June 16<sup>th</sup>.</i></p>
<b>17/107</b>	<p><b>Clerk's Report</b></p> <p>The Clerk was pleased to report that the VAT claim had been paid in full by HMRC in May, and the 2016-17 Audit and Transparency Code requirements had been met with publication of the statutory documents on the website and notice board. The External Audit report and Notice of Conclusion of Audit will be received in September.</p> <p>The Clerk had been successful in applying for a Neighbourhood Planning grant and three Facebook posts had reached almost 1000 local people.</p> <p>The litter bin near One Stop was full again prior to the May bank holiday and was reported to MDC's Community Protection team, with a request to increase further the emptying frequency.</p> <p>The Clerk reported that ECC's online system for reporting issues was not suited to reporting the poor repair of the verge at Snows Corner or the damage to the library triangle daffodils. She had been advised to raise the issues as complaints, and had done so but was disappointed to find these do not give tracking numbers for monitoring the investigations.</p>
<b>17/108</b>	<p><b>Planning Applications and Decisions</b></p> <p>Cllr Mickelsen 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>Application:</u>  <b>HOUSE/MAL/17/00346 - Leys Manor Langford Road Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>Councillors noted that the application had been called in to the District Council's NW Area Planning Committee for determination. Councillors acknowledged the gates and piers had extant planning permission and considered that the wings, although deep, were set well back and adequate sight lines were in place. The design was thought to be in keeping with the dwelling.</p> <p><b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr Nicholas, seconded Cllr Mickelsen.</p>

**MINUTES of Parish Council Meeting**  
**held on Tuesday 6<sup>th</sup> June 2017 at 7.30pm in the Village Hall Boardroom**

A member of the public left the meeting.

**HOUSE/MAL/17/00557 - 16 Blacksmiths Lane Wickham Bishops**

No letters of representation had been received.

Councillors noted that the street scene was characterised by open frontages and low walls. It was reported that the proposed gate pillars would be 1400mm high and Councillors expressed concern that the height would be visually dominant and the design would be out of keeping with the local area. For these reasons, the proposal was considered contrary to Submission LDP Policy D1 – *Design Quality and the Built Environment* and the Wickham Bishops Village Design Statement.

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

**FUL/MAL/17/00535 - Land adjacent to Chasefield Cottage Kelvedon Road**

A letter of support from the applicant's agent had been received.

It was noted that the proposed dwelling would be almost 2m taller than the neighbouring houses, although the effect on the street scene was thought to be reduced by the dwelling being positioned further back from the road than its neighbours. Councillors acknowledged that several new properties had been or were being built in the vicinity.

A motion was proposed and seconded to recommend approval of the application; a vote was taken and the motion declared lost.

Cllr Nicholas left the room to attend to an urgent phone call. On his return, Councillors considered that the 20% increase in footprint over the outline permission had caused the planned property to take up most of the width of the plot, resulting in a cramped appearance, and the extra ridge height compared to the neighbouring properties was thought to result in a dominant and bulky design. For these reasons, the application was considered contrary to Submission LDP Policy D1 – *Design Quality and the Built Environment*.

A motion was proposed and seconded to recommend refusal of the application; a vote was taken and the motion carried.

**Resolved:** The Parish Council recommended REFUSAL. Proposed Cllr Mundell, seconded Cllr Williams.

The decisions made by the Planning Inspectorate (PINS) were noted. There were no decisions by the Parish Clerk or Maldon District Council to note.

**'Land North of 9 Church Road' Judicial Review update**

Cllr Wardrop had contacted PINS and been advised that the appeal will be re-heard quickly.

MDC will request a public enquiry, which will allow new data and arguments to be considered.

**Action:** *The Clerk to write to PINS requesting a public enquiry due to significant public interest.*

**Action:** *Cllrs Bass, Nicholas and Wardrop to clarify how new data can be included and considered in the event of the appeal being re-heard instead of a (preferred) public inquiry.*

**Action:** *Cllrs Wardrop, Williams and the Clerk to obtain quotes from suitable Planning Solicitors to lead the Parish Council's arguments against the proposal, in particular to advise the usefulness of expert reports on: highways; housing density; education; drainage; water supply; NHS and GP services.*

**Action:** *The Clerk to gain confirmation from MDC of the Parish Council's share of the judicial review costs, if any.*

**Action:** *Cllr Williams to enquire of MDC's Planning Policy Officer Leonie Alpin, whether Neighbourhood planning grants can be obtained and used for expert reports.*

Two members of the public left the meeting.

<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 6<sup>th</sup> June 2017 at 7.30pm in the Village Hall Boardroom</b>	
<b>17/109</b>	<b>Monthly Councillor Surgeries</b> <p>There were three visitors with three queries to the 20<sup>th</sup> May Surgery. A Mackmurdo Place applicant was disappointed that they could not meet revised requirements to qualify for a property and so had to move out of the area.</p> <p>Cllrs Mundell and Wardrop will attend the Surgery on 17<sup>th</sup> June and Cllrs Edwards and Mickelsen on 15<sup>th</sup> July.</p>
<b>17/110</b>	<b>District Council Report</b> <p>District Councillor Bass reported that there had been sufficient applicants for Mackmurdo Place. The planned new footway in Tiptree Road had been halted to protect the oak tree; the District Cllr reported he was working to resolve the issue.</p> <p><b>Action:</b> <i>D/Cllr Bass to check the status of the Mackmurdo Place road sign.</i></p> <p>Two overgrown hedges in Grange Road had been trimmed back by the Highways Rangers team at D/Cllr Bass's request.</p>
<b>17/111</b>	<b>Blue Mills Bridge Traffic Congestion</b> <p><b>Resolved:</b> The Parish Council would request ECC Highways extend the operational hours of the traffic lights at the junction of Blue Mills Hill and Maldon Road to 24-hour operation. Proposed Cllr Bass, seconded Cllr Wardrop.</p> <p><b>Action:</b> <i>The Clerk to formally request the extension and/or Cllr Wardrop to submit to the LHP.</i></p> <p><b>Action:</b> <i>The Clerk to request the willow tree, currently obscuring motorists' visibility when crossing the bridge at Blue Mills, be trimmed.</i></p>
<b>17/112</b>	<b>Finance</b> <p><b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr Mundell, seconded Cllr Bass.</p> <p>The receipt of the £1048 VAT claim was noted.</p> <p>The Parish Council noted that there were no recommendations or actions for improvement, in the Internal Auditor's report.</p> <p><b>Resolved:</b> The internal audit report was received and accepted. Proposed Cllr Mickelsen, seconded Cllr MacGregor.</p>
<b>17/113</b>	<b>Correspondence</b> <p><b>Resolved:</b> The Parish Council would not participate in the Winter 2017-18 Salt Bag Partnership due to holding sufficient salt stocks. Proposed Cllr Mickelsen, seconded Cllr MacGregor.</p>
<b>17/114</b>	<b>Local Highways Panel Requests</b> <p>Cllr Wardrop reported that the three, major, outstanding LHP requests had progressed no further.</p> <p><b>Action:</b> <i>The Clerk to write to the Chairman of the LHP, the ECC cabinet member for Highways and the manager of the LHP team, with a copy to District Cllr Bass, asking for an explanation of the delays to the agreed schemes.</i></p>
<b>17/115</b>	<b>Progress Reports from Councillors and Committees – No Decisions Required. To include:</b> <p>The email migration had been successful with all Councillors and the Clerk now using the new system. Cllr Mundell is available to help any Councillor wishing to use Outlook on their PC. The website must be moved to the new host by October to avoid annual billing.</p> <p>The final rubbish will be removed from the inside of the air raid shelter on Saturday 17<sup>th</sup> June, commencing 2pm.</p>

<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 6<sup>th</sup> June 2017 at 7.30pm in the Village Hall Boardroom</b>	
	<p>Several overgrown footpaths had been reported to ECC for clearing works. A broken branch was blocking footpath 2 and was expected to be cleared by the landowner imminently. Footpath 3 was reported as overgrown with nettles.</p> <p><b>Action:</b> <i>The Tree Warden to contact the landowner who may be willing to clear the footpath.</i></p> <p><b>Action:</b> <i>Cllr Nicholas to report to ECC that footpath 16 is overgrown and footpath 17 has again been sown over.</i></p> <p><b>Action:</b> <i>The Clerk to write to ECC to complain about the difficult of raising issues using the online-only system.</i></p> <p>The Church rooms and library were discussed as possible alternative venues for Parish Council meetings. The Church rooms may require the meetings to be held on a different weekday and the library may not provide sufficient chairs or parking.</p> <p>The members of the Planning Committee will agree the committee meeting dates and time.</p>
<b>17/116</b>	<p><b>General Village News</b></p> <p>Councillors congratulated the Brownies, who have won money in a gardening competition for tools and plants for a local project. Areas suggested for tidying and planting included the library triangle, air raid shelter triangle and Box Iron Corner, and bulb planting under and between the new avenue of trees on Rainbow field was also proposed.</p> <p>The selling agents for 'Land South of Malone Cottage' have refused to respond when asked about the progress of the sale, and it is not known if the Parish Council's desire to be introduced to the new owners has been passed on.</p> <p><b>Action:</b> <i>Cllr Mundell to monitor the Land Registry database for sale confirmation.</i></p>
<b>17/117</b>	<p><b>Dates of Next Meetings</b></p> <p>Friday 23<sup>rd</sup> June 2017 Planning Committee Meeting at 11.30am <i>if required</i></p> <p>Tuesday 4<sup>th</sup> July 2017 Parish Council Meeting at 7.30pm</p>
<b>17/118</b>	<p><b>Close of Meeting 10.06pm</b></p> <p>Items for future agendas (additional items to Chairman and Clerk by Friday 23<sup>rd</sup> June):</p> <ul style="list-style-type: none"> <li>- Website refresh and Local Council Award Scheme (October)</li> </ul>