

Wickham Bishops Parish Council

Parish Councillors

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



Winner Best Kept Village 2009, 2015
3rd Place Essex Village of the Year 2015

www.wickhambishopsparishcouncil.org

Parish Clerk

Mrs L J Rowland MILCM
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 5th September 2017 at 7.30pm in the Village Hall Boardroom	
Item	Subject
17/144	Those Present and Apologies for Absence In the chair: Cllr Mickelsen Present: Cllrs Bass (arr. 7.45pm due to an earlier meeting), Bates, MacGregor, Mundell, Nicholas, Wardrop and Williams; the Clerk. Fourteen members of the public, including Tree Warden Mr Chris Cooke and Neighbourhood Watch Coordinator Ms Sian Bewick, were present.
17/145	Declaration of Interests and Compliance with the Ethical Framework Cllr Bates declared a Non-Pecuniary Interest in item 17/150 application <i>OUT/MAL/17/00910 - Land South of The Old Rectory Church Road</i> due to his friendship with the applicants.
17/146	Approval of Minutes Resolved: that the minutes of the Parish Council meeting held on 4 th July 2017 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Williams. Resolved: that the minutes of the Planning Committee meeting held on 14 th July 2017 be approved as a true record. Proposed Cllr Mundell, seconded Cllr MacGregor. Resolved: that the minutes of the Extraordinary General Meeting held on 8 th August 2017 be approved as a true record. Proposed Cllr Williams, seconded Cllr Wardrop.
17/147	Public Forum A member of the public reported that residents of Wellands Close were not informed of a planning application for an extension at 19 Heathgate, which had since been approved and built. The new balcony and window were considered by the member of the public to present an unacceptable degree of overlooking into their back garden and lounge, and to those of neighbouring properties on Wellands Close. The member of the public had also observed that some additional groundwork, possibly a private sewerage system, was taking place at 19 Heathgate. The matters had been reported to Maldon District Council's Planning Enforcement team but the resident was unhappy with the response. Action: <i>The Planning Committee to deliver notification cards to dwellings likely to be affected by an application, particularly where MDC's yellow notice is not clearly displayed in the vicinity.</i> Action: <i>The Clerk to provide District Councillor Bass with the details of the MDC Officer involved, for further enquiry, and Cllr Bass to liaise with the resident.</i> A member of the public spoke on behalf of planning applications <i>FUL/MAL/17/00906 & LBC/MAL/17/00907 - The Mulberry Tree 2 The Street</i> . The plans would revitalise a grade II-listed building, retain the tea rooms and enable her beauty treatments business to expand, encouraging clients from outside the district to spend locally. Cllr Bass joined the meeting.

MINUTES of Parish Council Meeting held on Tuesday 5th September 2017 at 7.30pm in the Village Hall Boardroom	
	<p>A member of the public spoke on behalf of planning application <i>OUT/MAL/17/00910 - Land South of The Old Rectory Church Road</i> explaining that it would provide a new footpath to the church for all residents in the vicinity of the new house.</p>
17/148	<p>Chairman's Report</p> <p>The Chairman welcomed Ms Sian Bewick and introduced her to the meeting as the new Neighbourhood Watch Coordinator.</p> <p>In readiness for winter, the village's stock of salt bags had been deposited in the air raid shelter.</p> <p>The Chairman noted that the Annual Return had been reviewed and agreed by the external auditor as having being prepared according to proper practices, with no exceptions.</p> <p>The Vice-Chairman reported that he had represented the Parish Council at an August garden party, hosted by District Councillor Bass in his capacity of Chairman of the District Council.</p>
17/149	<p>Clerk's Report</p> <p>The Clerk was pleased to report her admittance to membership of the Institute of Local Council Management. The Clerk had begun obtaining quotes to update the Chairmen's Honours board and had booked a training course on the May 2018 General Data Protection Regulation.</p> <p>Two queries over the availability of the new mobile phone mast had been received; Cllr MacGregor advised that it was expected to be operational in mid-October.</p>
17/150	<p>Planning Applications and Decisions</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> FUL/MAL/17/00906 & LBC/MAL/17/00907 - The Mulberry Tree 2 The Street One letter of objection had been received. Councillors considered that the proposed alterations were minor and the proposed change of use would retain a social opportunity for the local community. Resolved: The Parish Council recommended APPROVAL. Proposed Cllr Nicholas, seconded Cllr MacGregor.</p> <p>Cllr Bates refrained from taking part in the discussion or vote on the following application due to his declared Non-Pecuniary Interest. OUT/MAL/17/00910 - Land South of The Old Rectory Church Road No letters of representation had been received. Councillors considered that the application was substantially the same as the previous application. The addition of the footpath was acknowledged; however, this was concluded to offer little benefit to residents, being 700m distant from the village centre. Councillors considered that the development would constitute garden-grabbing, contrary to the Wickham Bishops Village Design Statement, and the location was noted to be outside the development boundary and in a non-sustainable location, contrary to LDP policy S1 – Sustainable Development. The proposed dwelling would not fulfil an identified housing need, according to the Wickham Bishops Housing Needs Surveys of 2009 and 2017. It was observed that the proposed dwelling design would be in keeping with the area and would be set well back from the road, being reasonably well-screened from view, however it was concluded that the application would cause material harm to the area. Resolved: The Parish Council recommended REFUSAL. Proposed Cllr Mundell, seconded Cllr Williams.</p>

MINUTES of Parish Council Meeting held on Tuesday 5th September 2017 at 7.30pm in the Village Hall Boardroom	
	<p>Seven members of the public left the meeting.</p> <p>FUL/MAL/17/00788 - Fontenay Station Road No letters of representation had been received. Councillors considered that the increase in floor height over the previous approved design would not result in an overbearing dwelling or any overlooking, being remote from neighbouring properties. The Parish Council recommended APPROVAL. Proposed Cllr Nicholas, seconded Cllr Williams.</p> <p>HOUSE/MAL/17/00950 - Avon Cottage 14 School Road No letters of representation had been received. The Parish Council recommended APPROVAL. Proposed Cllr Mundell, seconded Cllr Wardrop.</p> <p>HOUSE/MAL/17/00933 & LDP/MAL/17/00935 - 7 Wooldridge Place No letters of representation had been received. The Parish Council recommended APPROVAL. Proposed Cllr MacGregor, seconded Cllr Mundell.</p> <p>The delegated decision made by the Parish Clerk and the decisions made by Maldon District Council were noted. There were no decisions by the Planning Inspectorate to note.</p> <p>Three members of the public left the meeting.</p>
17/151	<p>Monthly Councillor Surgeries District and County Cllr Mark Durham had attended both surgeries on the 15th July and 19th August, and had advised a resident with a query over council tax. An August visitor reported dog fouling in Roots Lane and trees overhanging the highway; both issues were reported to the responsible organisations.</p> <p>The September Surgery will be held on the 23rd, with Cllrs MacGregor and Mundell attending. Attendees at the Surgery on 21st October will be Cllrs Wardrop and Williams.</p>
17/152	<p>District Council Report There was nothing further to report from the District Council.</p>
17/153	<p>Neighbourhood Watch Report The new NHW Coordinator, Ms Sian Bewick, gave a report on the aims and needs of the Wickham Bishops NHW Scheme. Some additional street coordinators are required and a meeting will be held in the Church hall on 14th September for all coordinators and interested parties. Councillors expressed their gratitude to Ms Bewick for her effort and actions in the role. Action: <i>The Clerk to arrange stationery supplies and create a Facebook post to promote the upcoming meeting.</i></p> <p>Three members of the public left the meeting.</p>
17/154	<p>Local Highways Panel Cllr Wardrop gave an update on the lack of progress from the Maldon Local Highways Panel on four outstanding requests:</p> <ul style="list-style-type: none"> - The extension of Church Road's 30mph speed limit to Mope Lane has been further delayed due to a query over the cost; - The rotation of the two Speed Indicating Devices around the five sites cannot now be undertaken by the Highways Rangers as it may invalidate the warranties; - The feasibility study into build-outs on The Street now looks unlikely as the County Council has declared Maypole Road a priority route; - Resurfacing of the Handleys Lane byway has entered its third year of project validation.

MINUTES of Parish Council Meeting held on Tuesday 5th September 2017 at 7.30pm in the Village Hall Boardroom	
	Action: <i>The Clerk to write to the Chairman of the LHP, Cllr Mark Durham CC to relate the Parish Council's concerns and invite him to the 3rd October meeting.</i>
17/155	Tiptree Facilities Forum Cllr Nicholas reported on the meeting of 31 st July. Tiptree Parish Council is hoping to identify and improve the facilities valued by the surrounding parishioners; a community bus scheme was thought to be of interest. A survey was recommended, which would be promoted by Wickham Bishops and other participating parish councils.
17/156	Finance Resolved: The balances were noted and the list of payments agreed. Proposed Cllr Mundell, seconded Cllr Williams. The Clerk advised that the Finance Committee would be considering purchase of a bench for the new bus stop at its November meeting. The Clerk was also pleased to report that the Pensions Regulator had acknowledged the Parish Council's Declaration of Compliance.
17/157	Correspondence The complaint from a resident regarding waste from the Great Totham Road flats was noted. Action: <i>The Clerk to forward the details to District Cllr Bass for further investigation.</i>
17/158	Air Raid Shelter Project Planning There will be a working party to progress the roof clearing and internal cleaning on 23 rd September at 2pm, with a follow-up to paint the internal walls on 21 st October, at 2pm. Battery-powered LED lighting will be purchased within the project budget. Action: <i>The Tree Warden to provide a quotation for removal of the ash sapling and the oak tree's overhanging branches.</i>
17/159	Progress Reports from Councillors and Committees – no decisions required There were no further progress reports.
17/160	General Village News Councillors expressed concerns about the overgrown verges and increasing litter in the carpark of The Mitre/Mulberry Tree and One Stop. The Clerk explained that the Parish Council's grass cutting contractor was unable to take on the responsibility to trim the verges due to the continued presence of parked cars. Action: <i>The Clerk to write to the new owner of The Mitre/Mulberry Tree asking that some attention be given to tidying the carpark and verges during the renovation works, and to be maintained afterwards.</i>
17/161	Dates of Next Meetings Friday 22 nd September 2017 Planning Committee Meeting at 11.30am <i>if required</i> Tuesday 3 rd October 2017 Parish Council Meeting at 7.30pm
17/162	Exclusion of Press and Public There was no need to consider the exclusion of press and public.
17/163	Co-Option of Councillor No co-option took place due to a lack of candidates.
17/164	Close of Meeting 9.58pm Items for future agendas (additional items to Chairman and Clerk by Friday 23 rd September): <ul style="list-style-type: none"> - Website refresh and Local Council Award Scheme (October) - Air raid shelter work party planning (October)