Wickham Bishops Parish Council

Minutes of Parish Council Meeting
held on Tuesday 2nd June 2026 at 7.30pm
in the Village Hall Boardroom

26/108 Those Present and Apologies for Absence
In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Layley, Mickelsen, Morgan, Nappo, Williams and the Clerk. There were 4 members of the public present.

26/109 Declaration of Interests and Compliance with the Ethical Framework
District Cllr Morgan declared a non-pecuniary interest in item 26/114. He would not take part in discussion or voting as he may be required to do so at the MDC Area Planning Committee.

26/110 Approval of Minutes
The Minutes of the Annual Parish Council Meeting held on 5th May 2026 were approved as a true record, proposed Cllr Nappo, seconded by Cllr Morgan, all in favour. The notes of the Annual Parish Assembly held on 5th May 2026 were acknowledged.

26/111 Chairman's Report
The Chairman formally congratulated Cllr Bass on the milestone of serving 50 years on the Parish Council for which he was thanked. Recent County Council election results had meant that Mark Durham had not been re-elected, and he was thanked for his efforts in past years. He would remain Chair of the North-West Area Planning Committee until September/October. Congratulations were passed to District Cllr Morgan, recently elected Leader of Maldon District Council.

26/112 Clerk's Report
MDC had created the following Enforcement Cases to investigate possible breach of planning control as follows:

- 26/00068/TREE in respect of trees being cut down in the area of 13 Blacksmiths Lane.
- 26/00063/HROW Newlands Farm, Wickham Hall Lane where a new access had been created on Langford Road.
- 26/00066/OPDEV Gun Farm, Maypole Road, Great Totham where an access gate and hardstanding had been installed. The Chairman of GTPC confirmed that his PC was fully aware of the issue and a number of GT parishioners had raised concerns.

After chasing MDC on the subject of possible breach of planning control at Berwick House, Maypole Road, MDC advised that no breach of planning control had taken place, there had been no material change of use or structural alterations, and the addition of bedrooms did not change the outside structure of the building.

A resident had reported rubbish in the front garden and sighting of vermin at a property in Grange Road to MDC.

Trees cut down to the rear of Finchs, Kelvedon Road had been reported to Moat Housing.

It was noted that no response had been received to the Stage 1 complaint (MDC's failure to determine applications within the prescribed time) notwithstanding the 10-working-day timeframe.

It was noted that damage caused to Church Green by contractors had been made good and seeded, although no sign of grass growing as yet.

26/113 Public Forum

The meeting adjourned to hear comments on 26/00267/OUTM, a Rosina Place resident who had applied for double yellow lines along part of Great Totham Road and the Chair of Great Totham PC who thanked Cllr Bass for attending the North-West Area Planning Committee to speak on the land at Chasefield Farm proposal which showed the strength of feeling of the two parishes on matters that affected them both.

26/114 Planning Applications and Decisions

Cllr Bass took the Chair for this item and explained to those present that WBPC were merely consultees, with MDC making the final decision.

To agree a response to the following Applications:

26/00267/OUTM Land adjacent Pump House, Catchpole Lane, Great Totham

Outline planning application for up to 150 dwellings including affordable homes, public open space, sustainable drainage systems, landscaping and associated development. **Resolved:** After much discussion, although the development site was in Great Totham, it would have an enormous impact on Wickham Bishops and members agreed to recommend REFUSAL on the following grounds:

- In line with Wickham Bishops Neighbourhood Plan, Policy WBEn 04, development at the settlement edge must avoid any risk of coalescence with Great Totham; this proposal did not demonstrate compliance with that requirement.

- The lack of comment from the Education Authority (school places), Anglian Water (in respect of sewage) and ECC Highways were a matter of concern.

- WBPC were not satisfied with the proposal to deliver Biodiversity Net Gain off-site, particularly as no substantive justification had been provided as to why on-site enhancement was not achievable.

The comprehensive response sent by GTPC had been noted and was fully supported by members. Our support for this response would be included in our response to MDC. The Chairman of GTPC took the opportunity to confirm the importance of the two parish councils working together on applications which clearly affected both parishes.

26/00287/LBC High Hall, Blacksmiths Lane Structural strengthening to west side facing gable. **Resolved:** Members had no objection to the proposals and recommended APPROVAL.

26/00145/WTPO Ridge End, 6 Church Road Ash, Horse Chestnut and Cherry Plum. Fell close to ground level and treat stumps with herbicide to inhibit regrowth. **Resolved:** Members had no objection to the proposals and recommended APPROVAL.

26/00327/WTPO 9 Blacksmiths Lane 3 x Oak trees – various works to ensure overhead electricity cable is clear, to stop lorries and high vehicles hitting branches and improve natural light to property and garden. **Resolved:** Members had no objection to the proposals and recommended APPROVAL but would ask that every effort was made to ensure the trees were subject to the least possible harm, and that a qualified tree surgeon was used.

To note the following Application considered at MDCs North-Western Area Planning Committee on 20th May:

OUT/MAL/25/00983 Land at Chasefield Farm, 64 Walden House Road, Great Totham Outline application for 6 new detached one and half storey and two storey dwellings with detached triple cart lodge on land at Chasefield Farm with private open space, access, parking and landscaping. It was noted that Cllr Bass had attended and spoken at the meeting and the Committee had recommended REFUSAL.

The following decisions made by MDC were noted:

26/00154/LDP Endeavour Cottage, 16a School Road Claim for lawful development certificate for a proposed two storey rear extension. **APPROVED**

26/00068/WTPO 21 Wellands Oak, crown lift over the road by 5m, prune back from cables by 1m, from house by 3m. Crown thinning of epicormic growth. **APPROVED**

26/00207/LBC Wickham Hall Langford Road Replacement tiles & leadwork to main roof. Roof, chimney repairs, internal brickwork repointing & new roof insulation. **LISTED BUILDING CONSENT GRANTED**

26/00212/LDP 11 Arbour Lane Claim for lawful development cert for proposed single storey side extension, single storey rear extensions and single storey front extension. **APPROVED**

26/115 Other Planning Matters
Cllr Bass suggested that The Bear be put forward for the MDC Conservation & Design Award. **Action:** The Clerk to look at the closing date for applications for consideration at the July Meeting.

26/116 District Councillor Report
District Councillor Morgan had been elected Leader of the Council. He would be attending a Local Government Review Meeting at which he would continue to support the 5-unitary authority proposal.

26/117 Traffic Calming & Highway Matters
Request from resident for double yellow lines, Great Totham Road and consideration of traffic issues generally at the Mitre junction
Problems caused by vehicles parking in Great Totham Road and traffic in general at the Mitre junction was discussed and it was noted that a resident of Rosina Place had made an application for double yellow lines either side of the tennis/football club car park entrance. Members were not sure they could continue with the view that double yellow lines would not be welcome in the village and if they were installed here, it was felt they would have to be installed in other problem areas. **Resolved:** The Clerk to contact the retired highways consultant and ask for his advice and suggestions and approach the Library and BHSA about the possibility of parking for shop staff.

20's Plenty Webinar – report on attendance (Cllr Nappo)
Cllr Nappo gave a brief report on the webinar (a link to which had been shared with all) that outlined the significant benefits that a 20mph speed limit would deliver.

26/118 Remembrance Day Road Closure – update and decision on how to proceed
Members considered the current position and noted that Little Braxted PC had agreed to pay for the gardening around the war memorial and the cost of insurance going forward.

The Clerk had obtained 3 quotations for traffic management on Remembrance Day which included a 3-year deal. They were higher than last years, although it was impossible to compare as the full specification had not been shared. **Resolved:** The Chairman to go back to LBPC Chair with our findings

26/119 Consider and agree approach to undertaking a Wildlife Survey and Nature Recovery Action Plan (Cllr Jane Williams)

The last survey had been carried out in 2016 and was desk-based. **Resolved:** Cllr Williams proposed and the meeting agreed unanimously that an Ecologist be asked to carry out a Wildlife Survey and prepare a Nature Recovery Action Plan (at no cost).

26/120 Finance

The following bank balances as at 31st May 2026 were noted:

Unity Trust Current Account	£5,655.50
Unity Trust Instant Access Account	£32,009.24
Total	**£37,664.74**

The following payments and receipts were agreed, proposed by Cllr Morgan, seconded by Cllr Mickelsen, all in agreement:

PAYMENTS LIST

Voucher	Date	Bank	Description	Supplier	Net	VAT	Total
24	28/05/2026	Unity Trust Current Account	Bank charge	Unity Bank	7.00		7.00
25	02/06/2026	Unity Trust Current Account	Clerk's Salary inc £25 home office allowance	Mrs L A Bailey	927.70		927.70
26	02/06/2026	Unity Trust Current Account	Refreshments, Annual Assembly	Cllr Jane Williams	14.01		14.01
27	02/06/2026	Unity Trust Current Account	HP Instant Ink & Refreshments	Mrs L A Bailey	18.88	2.25	21.13
				Total	**967.59**	**2.25**	**969.84**

RECEIPTS LIST

Voucher	Date	Bank	Description	Supplier		Total
3	07/05/2026	Unity Trust Current Account	Parish Paths Reimbursement	ECC	675.50	675.50

26/121 To receive Internal Auditor's Report for 2025-26, note recommendations (if any)

The Internal Auditor's Report was noted. There were no recommendations. The Clerk was thanked for her work in preparing the year end accounts.

26/122 Approval of Annual Governance Statement, Section 1 of Annual Return

Resolved: That the Chairman sign Section 1 of the Annual Return, proposed by Cllr Wardrop, seconded by Cllr Mickelsen, all in favour

26/123 Approval of Annual Accounting Statement, Section 2 of Annual Return

Resolved: That the Annual Accounting Statement be approved and the Chairman sign Section 2 of the Annual Return, proposed Cllr Layley, seconded by Cllr Bates, all in favour

26/124 To agree the period (dates) for the Exercise of Public Rights

The Clerk advised and members agreed that the dates for the Exercise of Public Rights would be Tuesday 9th June until Monday 20th July 2026.

26/125 Parish Council Monthly Surgery

There were no visitors to the May surgery. Cllrs Morgan and Wardrop agreed to attend the Saturday 20th June surgery.

26/126 Correspondence

ECC Salt Bag Partnership 2026/27 – consider and agree to participate

Resolved: Members agreed unanimously to participate, although no additional salt was required as an adequate supply of salt bags remained in the air raid shelter.

26/127 Progress Reports from Councillors (no decisions required)

Cllr Wardrop reported that over 9 sessions during May, Speedwatch had picked up 48 vehicles speeding, a number that appeared to be reducing, thought to be in part due to the fact that the regular Speedwatch and Trucam presence was having an impact and changing the behaviour of motorists.

Cllr Mickelsen raised the matter of the Parish Council writing to residents asking them to trim back vegetation, hedges etc. Members agreed that requests of this nature should wait until the next PC Meeting at which time councillors could take a view as to whether a more informal approach would be preferable, at the same time mindful of the bird nesting season.

As part of the Biodiversity Group, Cllr Williams reported that a monthly challenge had been set with an article in the Parish Magazine encouraging residents to do one thing to attract wildlife to their gardens.

26/128 General Village News and Events to Note

Cllr Bates reminded the meeting of the Church Summer Fayre, Saturday 13th June 12 noon – 3pm

26/129 Date of Next Meetings:

Parish Council Meeting, Tuesday 7th July 2026, 7.30pm Village Hall Boardroom
Parish Council Meeting, Tuesday 1st Sept 2026, 7.30pm Village Hall Boardroom

26/130 Close of Meeting

There being no further business, the meeting ended at 9.32pm