



Wickham Bishops Parish Council

**Minutes of Wickham Bishops Parish Council Meeting
held on Tuesday 3rd March 2026 at 7.30pm
in the Village Hall Boardroom**

26/046 Those Present and Apologies for Absence

In the Chair: Cllr Wardrop

Present: Cllrs Bass, Bates, Layley, Mickelsen, Morgan, Williams and the Clerk Lorraine Bailey.
There were 5 members of the public present.

Apologies were accepted from Cllr Nappo. County Cllr Durham was not present.

26/047 Declaration of Interests and Compliance with the Ethical Framework

District Cllr Morgan declared a non-pecuniary interest in Item 26/052 Planning and would not take part in discussion or voting as he may be required to do so in his role on the MDC Area Planning Committee.

26/048 Approval of Minutes

The Minutes of the Parish Council Meeting held on 3rd February 2026 were approved as a true record, proposed Cllr Bass, seconded Cllr Layley, all in favour.

26/049 Chairman's Report

The Chairman had again been alerted to vehicles parking close to and on the junction of Wellands with Witham Road. The Police advised that whilst this was contrary to the Highway Code, it did not constitute an obstruction and suggested speaking to the vehicle owners and asking for their co-operation. It was possible they were tradesmen working on the new house build in Witham Road. Members agreed to monitor the situation. **Action:** The Clerk to report the potholes in Wellands to Highways.

26/050 Clerk's Report

BHSA indicated they would prefer the shared noticeboard to be placed on the grass verge opposite the shops in The Street. **Action:** The Clerk to obtain fresh quotes, apply for a Highways Licence and liaise with BHSA.

A motorist had written to say that the speed indicator on Maypole Road was not showing the accurate speed. The Clerk had written to Highways asking for the equipment to be checked and fixed.

Concerns had been raised by a resident of Longmeads about parked vehicles when their property Deeds stipulated that vehicles should not be parked in the road. Advice from the Police indicated that this was a civil covenant between the developer and the homeowner and such agreements were not enforceable by the Police and did not override public parking rights.

ECC Estates Manager had given permission for the Biodiversity Group to install a green living roof on the library air raid shelter, working alongside the ECC Biodiversity team. A letter Licence would be issued in due course.

26/051 Public Forum

Residents in attendance spoke about recent accidents at the War Memorial, a Section 154 notice issued to 21 Wellands in respect of TPO works, Planning Application at Crossways, Kelvedon Road, Great Totham and the Planning Appeal at Crispins, Roots Lane.

Resolved: Following consideration and discussion, members agreed to write to householders near the War Memorial junction asking them to cut back their hedges to improve visibility and ask Highways to renew the white lines at the junction. The Clerk to advise the neighbouring parish councils.

26/052 Planning Applications and Decisions

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

26/00068/WTPO 21 Wellands TPO 4/91 Oak – Crown lift over the road by 5m, prune back from cables by 1m and from house by 3m. Crown thinning of epicormic growth in the dense areas by 50%. It was noted that the householder had been issued with a Section 154 Notice. **Resolved:** After consideration, members agreed to recommend APPROVAL in line with the comments made by Place Services, and with the proviso that a qualified tree surgeon was used to carry out the works.

Cllr Bass reminded members to be aware of development proposals in neighbouring villages and the impact they may have on Wickham Bishops.

26/00046/OUT Crossways, Kelvedon Road, Great Totham Outline application with all matters reserved with the exception of access and layout, for the erection of 2 self build bungalows with garages. It was noted that Great Totham PC had recommended refusal. **Resolved:** After much discussion and taking into account other development in the area (some approved, others pending consideration by MDC) members agreed that whilst they were sympathetic to the applicant's circumstances, the site was outside GT village envelope.

26/00024/SCR Land adj Pump House, Catchpole Road, Great Totham EIA screening opinion request for up to 150 dwellings. **Resolved:** MDC had not asked for a comment but if and when the application came to consultation, WBPC would comment on over-development, the unsuitability of the Kelvedon Road access and objection to the coalescence of the two villages.

26/00043/HOUSE Belvedere, 30 Witham Road Alterations to existing garage and outbuilding to create habitable rooms, including raise roof ridge height over garage, and roof extension over outbuilding. **Resolved:** Members unanimously recommended APPROVAL.

26/00114/HOUSE 10 Blacksmiths Lane First floor side extension over existing garage with rear dormer, roof lights and changes to fenestration. **Resolved:** Members agreed to recommend APPROVAL. MDC would be made aware that no yellow Site Notice had been posted.

26/00123/WTPO Oakwood 11 School Road T1, T2, Quercus Robur, height and lateral reduction by 1.5m. Removal of deadwood and basal epicormic growth. **Resolved:** Members recommended APPROVAL with the proviso that the works were carried out by a qualified tree surgeon.

26/00084/FUL Little Oaks Residential Home Braxted Road Little Braxted

1.5 storey side extension and single storey rear extension to provide 10. No additional bedrooms and shared living space. **Resolved:** After discussion, members agreed that the proposals represented over-development of the site to the detriment of neighbouring properties and

recommended REFUSAL. As a courtesy, the Clerk would copy our comments to neighbouring parish councils.

To note the following Appeals and consider whether to submit further comments:

25/00616/OUT Land adjacent Crispins, Roots Lane Outline application with all matters reserved except for access for 5 no. 3-bed bungalows with detached garage and access road including turning head off existing drive. **Resolved:** Members agreed to write to the Planning Inspectorate making them aware of the Oak tree which had since been granted TPO status.

25/00817/FUL Land at Five Corners, Maypole Road, Great Totham Conversion of outbuilding into an annexe ancillary to main dwelling. No further comment.

The following decisions made by MDC were noted:

25/01054/HOUSE Ravello, Maypole Road, Great Totham. Single storey side extension. **APPROVED**

25/00852/LBC Carters, Station Road. Internal alterations to improve thermal efficiency. Replacement of external windows and doors. **LB CONSENT GRANTED**

25/00966/FUL & 25/00967/LBC The Chequers Inn, 32 The Street. Erection of detached single storey cold store on side of main building, replacement of existing fence and pedestrian gate with new gate. **APPROVED**

25/00967/LBC The Chequers Inn, 32 The Street. Retrospective listed building consent for replacement beam and remodelling of toilets including open up ceiling and restoring fireplace in female facilities. **LB CONSENT GRANTED**

25/01103/WTPO 23 Heathgate. (G1 on TPO 05/76) T1, T2 - Oak trees, height reduction by 4m and lateral reduction by 3m. **APPROVED**

26/053 Land rear of 9 Church Road – to note further developments, if any None.

**26/054 Traffic Calming & Highway Matters
Speedwatch - Update following meeting with Dame Priti Patel MP and
MDC Crime & Disorder Committee**

Cllr Wardrop reported on his attendance at the MDC Crime & Disorder Committee Meeting where he spoke on the unsatisfactory out-of-force policy. As Chair of the Committee, DCllr Morgan would instigate a meeting with Adam Pipe. Cllr Wardrop would be attending the meeting of Maldon Speedwatch groups on 11th March. It was agreed that the out-of-force policy did not align with the Vision Zero ambition to reduce deaths on Essex roads.

Parking problems at The Mitre junction – discuss and agree possible solutions

An email from a resident concerned about recent incidents in One Stop car park which had resulted in verbal abuse was noted. After much discussion, and considering how many people use the area, residents, businesses, vehicles and pedestrians and the traffic issues they faced, members agreed to consider looking at the junction as a whole. **Resolved:** The Clerk to look at transport consultancy options.

Recent accidents at war memorial junction – discuss and agree possible solutions

See above under Public Forum.

Other matters – Blacksmiths Lane flooding Following recent correspondence from a Blacksmiths Lane resident concerned with flooding of their property, despite the recent surface water alleviation works, Cllr Wardrop agreed to make contact again with County Councillor Durham.

Mope Lane/Witham Road junction, overgrown vegetation Motorists avoiding the recent Cadent gas works and road closures were turning right from Mope Lane into Witham Road and struggling to see past overgrown trees and hedges. Fernbrook Hall had re-sited their boundary fence possibly onto Highways land but despite reporting to Highways several years ago, this had never been addressed. **Resolved:** The Clerk to report the overgrown vegetation to Highways for action.

26/055 Essex & Suffolk Water Masts Proposals, update Nothing to report.

26/056 District Councillor Report

DCllr Morgan reported on the recent Budget Meeting, confirmed that the 5-year Housing Land Supply figure was now 4.1 and that the Strategic Assets Group were looking at legacy projects. Parish Councils were invited to seek funding for suitable projects. Cllr Williams suggested an Illustrated Village Map/Information Board or renewal of the Trestle Bridge boards.

26/057 County Councillor Report County Councillor Durham was not present.

26/058 War Memorial/Remembrance Day arrangements update

Cllr Wardrop had spoken with Cllr Jepson, Little Braxted PC Chair and reiterated that WBPC were looking for advanced notice of shared expenditure. Cllr Jepson outlined that LBPC were prepared to pay for the gardening/maintenance of the war memorial area and the insurance cover, with costs of the road traffic closure to be shared. **Resolved:** WBPC Clerk to obtain quotes.

26/059 Parish Councillor Vacancy – consider and agree recruitment approach

Resolved: The Clerk to advertise accordingly.

26/060 Annual Parish Assembly – Tuesday 5th May 8pm, Church Hall

Resolved: The Clerk to produce a poster for the Parish Magazine (deadline 10th March), invite the various PC voluntary groups including those who meet at the Village Hall. The Clerk to purchase tea, coffee, biscuits etc. Cllr Williams to find volunteers willing to serve refreshments.

26/061 Finance To note bank balances and agree payments for the month

The following bank balances were noted:

Unity Trust Current Account	£2,001.50
Unity Trust Instant Access Account	£13,936.79
Equals Money Debit Card	£75.05
Total	£16,013.34

Resolved: Cllr Mickelsen proposed that the following payments be authorised, seconded by Cllr Williams, all in favour.

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Bank	Description	Supplier	Net	VAT	Total
105	Unity Bank charges	28/02/2026	Unity Trust Current Account	Bank charge	Unity Bank	6.00		6.00
106	Mobile Phone costs	24/02/2026	Debit Card	Mobile phone top-up	Vodafone	20.00		20.00
107	Clerk's Salary	03/03/2026	Unity Trust Current Account	Clerk's Salary	Mrs L A Bailey	979.50		979.50)
107	PC Office Allowance	03/03/2026	Unity Trust Current Account	WFH allowance	Mrs L A Bailey	25.00		25.00) 1004.50
108	Printing & Postage	03/03/2026	Unity Trust Current Account	Hp Instant Ink	Mrs L A Bailey	11.24	2.25	13.49
Total						1,041.74	2.25	1,043.99

26/062 Governance – to formally re-adopt Standing Orders and Health & Safety Policy

Resolved: Members unanimously agreed to adopt these two updated policies.

26/063 Progress Reports from Councillors – no decisions required

Cllr Wardrop reported on lower Speedwatch figures which were pleasing but possibly due to motorists warning other drivers of the presence of the Speedwatch team through apps.

Cllr Layley had reported large potholes in Back Lane to Highways.

26/064 Correspondence

- Government consultation on reducing the prevalence of private Estate Management in new rural developments (deadline 12th March). **Resolved:** The Clerk to respond.
- ECC new Climate Action Plan 2025-28. Noted.
- Local Nature Recovery & Biodiversity Net Gain – RCCE webinar 17th March 7pm. Noted.
- Parish Elections & Local Govt Reorganisation – Consultation Survey. **Resolved:** The Clerk to respond with Option 2 which would align all parish councils to the same year as the unitary council elections.
- Letter from resident concerned about Church Green. **Resolved:** Members agreed to wait until Cadent Gas had finished their works (which were having a detrimental effect on the Green) and then review the situation.

26/065 Parish Council Monthly Surgery

At the February surgery two residents enquired about the Crispins Planning Appeal. No action required.

Saturday 21st March – Cllrs Bass and Morgan to attend with Cllr Wardrop as back-up.

26/066 General Village News and Events to Note

Annual Litter Pick The Biodiversity Group had already organised a litter pick on the football field to take place on Saturday 21st March starting at 12noon so it was agreed to use this date.

Resolved: The Clerk to request litterpickers, bags etc from MDC and advertise accordingly.

26/067 Date of Next Meetings:

Parish Council Meeting, Tuesday 7th April 2026, 7.30pm, Village Hall Boardroom

Annual Parish Council Meeting, Tuesday 5th May 2026, 7pm Church Hall

Annual Parish Assembly, Tuesday 5th May 2026, 8pm Church Hall

26/068 Close of Meeting There being no further business, the meeting closed at 9.53pm.