Wickham Bishops Parish Council

Minutes of Parish Council Meeting
held on Tuesday 3rd November 2026 at 7.30pm
in the Village Hall Boardroom

26/200 Those Present and Apologies for Absence
In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Layley, Mickelsen, Morgan, Williams and the Clerk, Lorraine Bailey. Apologies were accepted from Cllr Nappo and County Cllr Clarke. There was one member of the public present.

26/201 Declaration of Interests and Compliance with the Ethical Framework
Cllrs Bass, Bates, Mickelsen & Wardrop declared non-pecuniary interests in relation to planning applications submitted by individuals known to them.

26/202 Approval of Minutes
The Minutes of Meeting held on 6th October 2026 were unanimously agreed as a true record and signed by the Chairman.

26/203 Chairman's Report
The Chairman had received a request from a resident for a litter bin near the dog waste bin at the entrance to the playing field. Members agreed to consider this at the Finance Committee Meeting.

26/204 Clerk's Report
In response to concerns in relation to 21/01327/FUL, Little Hill Farm, Mope Lane, MDC Planning Enforcement Team confirmed that the driveway had been constructed in accordance with the approved plans, designed to allow surface water to drain through the paving and into the sub-base. They would be taking no further action.

MDC Enforcement Team would be investigating our complaint of possible breach of planning control at The Folly, Mope Lane.

A fallen tree across FP1 between Mope Lane and the golf course had been reported to Highways who would no doubt get in touch with the landowner responsible.

26/205 Public Forum
The applicant for 26/00714/HOUSE spoke about his plans which were a reduction of those approved by MDC earlier in the year.

26/206 Planning Applications and Decisions Cllr Bass took the Chair for this item.

26/00714/HOUSE Hartswood 15 Arbour Lane Two storey rear extension, alterations to existing roof to create habitable room, including raising ridge height, addition of front and rear dormers and rooflights. Alterations to fenestration incl additional cladding, change of materials, replacement front porch, removal of chimney. **Resolved:** Members unanimously recommended APPROVAL.

26/00713/WTPO 7 Church Close Oak, remove deadwood & reduce crown by approx. 2m in height & spread to increase light & provide clearance over dwelling & highway. **Resolved:** Members unanimously recommended APPROVAL with the proviso that the works were carried out by a qualified tree surgeon.

26/00678/FULM Newlands Farm, Wickham Hall Lane Retrospective change of use of land to equestrian use, including use of an existing barn as stables and retention of post and rail fencing. **Resolved:** Members unanimously recommended APPROVAL.

The following decisions made by MDC were noted:

26/00496/FUL Land at Magellans Rest, Grange Road Retention of residential building and proposed alterations to change from 2 dwellings to 1 dwelling. **REFUSED**

26/00502/FUL Magellans Rest, Grange Road Retrospective planning permission for construction of holiday accommodation. **REFUSED**

26/00507/HOUSE Joette 26 Wellands Removal of existing roof and erection of replacement roof with revised form to facilitate increased first-floor accommodation incl creation of 4 roof dormers. Alterations to front elevation, erection of new oak framed porch, changes to fenestration, external materials, alterations to existing single storey rear extension incl roof modifications. **APPROVED**

26/00588/HOUSE 2 Leigh Drive Single storey side & rear extensions, with new porch & canopy to front, incl aesthetic alterations & swimming pool and summer house to rear. **APPROVED**

Members acknowledged and noted that two residents had written to MDC with their objections to the above and the speed with which the approval was given. **Resolved:** Members agreed to write to MDC raising concern that a decision was made without the advice of Environmental Health.

Members noted the new MDC system adopted from 1st November, where all applications will fall under Schedule 1 applications (householder and minor applications) or Schedule 2 applications (major applications of 20 or more dwellings, over 1000 sq.m floor space and listed buildings). Schedule 2 applications will be subject to a Gateway Test which will determine whether they are considered under delegated authority or reported to committee. Decisions on Gateway applications will be made by the Director of Place, Planning & Growth and the Chairperson of the District Planning Committee.

It was noted that work had commenced on a new Maldon District Local Plan 2040, first statutory consultation to be published on 25th November, closing 22nd December.

The following Appeal was noted:

25/00675/OUT Land between Glen Acres & Chantry House, Ishams Chase Outline application for the erection of 1 no. dwelling with associated landscaping and ancillary works. **Resolved:** After discussion, members agreed to write to the Planning Inspectorate adding comments to those originally submitted to MDC, including emphasis on the nearby nature reserve, lack of mains drainage etc.

Concerns were raised about the height of the new dwelling currently being erected in Grange Road (24/00606). Members agreed to monitor the situation.

26/207 District Council & County Council Reports

Circulated in advance was information from County Cllr Clarke about (a) Highways now being required to deal with all website reports about highways issues within a 90 day timescale; (b) more detail about a forthcoming meeting with the Cabinet Member for Highways; and (c) the response provided by Highways officers about the diversion in Witham Road and ESW's delayed implementation.

District Cllr Morgan reported on the new planning scheme of delegation (as above) and explained there would no longer be 'call-ins'; work had started on the Local Plan and it was suggested a display in WB library would help to raise awareness; Local Government reorganisation was being discussed again.

26/208 Traffic Calming & Highway Matters

To consider invitation to join meeting with County Cllr Mark Webster (Cabinet Member for Highways) Resolved: Members agreed unanimously to accept County Cllr Clarke's invitation to attend a meeting with other parishes to raise Highways issues relating to planning applications. Cllr Bass to attend.

Update on application to SEPP for double yellow lines (if any) No news to date.

Update on Speedwatch and meeting of MDC's Overview & Scrutiny Committee

Cllr Wardrop and another Speedwatch volunteer had attended, and Cllr Wardrop had spoken to the meeting. The result had been disappointing, and so a meeting had been arranged with Roger Hirst (Police Fire & Crime Commissioner for Essex) to which Cllr Wardrop had invited other nearby affected Speedwatch teams. In October the Speedwatch team had been out on 7 occasions and recorded 70 motorists exceeding the speed limit.

Agree response to Essex Highways User Survey Resolved: It was agreed the Clerk would submit the responses drafted by the Chairman.

26/209 Following RCCE presentation last month, consider whether to undertake a Parish Plan and/or Local Nature Recovery Action Plan

Resolved: After discussion, Cllr Williams proposed we go ahead with a Nature Recovery Action Plan, seconded by Cllr Mickelsen, all in favour. Cllr Williams to contact RCCE and enquire about the cost implications ahead of the Finance Meeting on 18th November.

26/210 Consider and agree invitations to volunteer thank-you event in December

Resolved: Once the Football Club bar availability had been confirmed, the Clerk to send invitations to the volunteers, 9pm Tuesday 1st December.

26/211 Finance

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

Unity Trust Current Account	£592.61
Unity Trust Instant Access	£29,268.05
Total	**£29,860.66**

Resolved: Members agreed unanimously to approve the following bank transfer and payments:

TRANSFER

Date	Desc	From	To	Amount
03/11/2026	Bank to Bank Transfer	Unity Trust Instant Access	Unity Trust Current Account	4,000.00

Voucher	Code	Date	Bank	Description	Supplier	Net	VAT	Total	
57	Unity Bank charges	30/10/2026	Unity Trust Current Account	Bank charge	Unity Bank	7.00		7.00	
58	Speedwatch & Trucam	03/11/2026	Unity Trust Current Account	Trucam July - Sept	Maldon District Council	606.29	121.26	727.55	
59	Streetligh Elec	03/11/2026	Unity Trust Current Account	Streetlight Electricity July - Sept	NPower	65.53	3.28	68.81	
60	Grasscutting	03/11/2026	Unity Trust Current Account	Grasscutting	Wallace Arboriculture & Groundcare	95.00	19.00	114.00	
61	Membership Subs	03/11/2026	Unity Trust Current Account	ICO membership	ICO	47.00		47.00	
62	Clerk's Salary	03/11/2026	Unity Trust Current Account	Clerk's Salary	Mrs L A Bailey	926.88		926.88)	
62	PC Office Allowance	03/11/2026	Unity Trust Current Account	PC Office allowance	Mrs L A Bailey	25.00		25.00)	951.88
63	Printing & Postage	03/11/2026	Unity Trust Current Account	HP Instant Ink	Mrs L A Bailey	11.24	2.25	13.49)	
63	Printing & Postage	03/11/2026	Unity Trust Current Account	Laminating pouches	Mrs L A Bailey	6.65	1.33	7.98)	36.03
63	Printing & Postage	03/11/2026	Unity Trust Current Account	16 x 2nd class postage stamps	Mrs L A Bailey	14.56		14.56)	
64	Outsourced Payroll	03/11/2026	Unity Trust Current Account	Payroll services	J&M Payroll Services	27.50	5.50	33.00	
					Total	**1,832.65**	**152.62**	**1,985.27**	

To note 18th November Finance Committee Mtg and consider future projects/expenditure ahead of the meeting
Consideration would be given to an additional litter bin in Great Totham Road and the costs associated with the Nature Recovery Action Plan.

26/212 Parish Council Monthly Surgery
Note October surgery requests (if any) and consider action if required. There were no visitors.

Agree Saturday 21st November attendance. Cllrs Bass and Morgan to attend.

26/213 Correspondence

RCCE Coffee Morning 30.11.26 – Noted.
CouncilWise Parish & Town Elections training sessions – Noted.

26/214 Progress Reports from Councillors

It was noted that the bench on Church Road at the junction with Mope Lane was in need of refurbishment and a tree from the Rectory garden had fallen and was hanging over it. **Resolved:** The Clerk to arrange refurbishment works.

A fallen tree in Mope Lane across the gas compound was noted. Cadent were aware.

Rubbish on private land along Handleys Lane was noted, including a freezer filled with rubbish. Members to take photographs and note the exact location, with a view to contacting the landowner.

26/215 General Village News and Events to Note

To help measure readership of the digital Annual Report, the Chairman asked whether website link view statistics could be made available. **Action:** Cllr Bates to investigate. The Clerk to look at the Facebook post, numbers viewed.

26/216 Date of Next Meetings:
Finance Committee Meeting, Wednesday 18th November 2026, 10.30am
Parish Council Meeting, Tuesday 1st December 2026, *7pm earlier start time*

26/217 Close of Meeting There being no further business, the meeting closed at 8.53pm