

# Wickham Bishops Parish Council

## Parish Councillors

I D Wardrop (Chairman)  
Mrs A Mickelsen (Vice Chair)  
H M Bass  
P J Bates  
R Clarke  
P D Layley  
S Morgan  
C Nappo  
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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## Minutes of Meeting of Wickham Bishops Parish Council held on Tuesday 4<sup>th</sup> November 2025 at 7.30pm in the Village Hall Boardroom

Item	Subject
25/214	<b>Those Present and Apologies for Absence</b> In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Mickelsen, Nappo, Williams and the Clerk. Apologies were received and accepted from Cllrs Clarke, Layley & Morgan and CCllr Durham. There were 3 members of the public present.
25/215	<b>Declaration of Interests and Compliance with the Ethical Framework</b> Cllr Bass declared a non-pecuniary (past personal) interest in the Five Corners planning application on which he would comment but not vote.
25/216	<b>Approval of Minutes</b> The Minutes of the Parish Council Meeting held on 7 <sup>th</sup> October 2025 were accepted as a true record, proposed by Cllr Wardrop, seconded Cllr Mickelsen, all in favour.
25/217	<b>Chairman's Report</b> <ul style="list-style-type: none"> <li>The Chair announced the sad and sudden death of Campbell Dixon (an active member of the E&amp;SW Action Group). Condolences had been passed to his wife.</li> <li>Cllr Bass was thanked for putting up the Remembrance Day Tommy.</li> <li>An electric vehicle in Wellands being charged roadside with the cable across the pavement was felt to be a trip hazard. <b>Action:</b> After seeking advice from Highways and the Police, the Clerk was asked to send a letter to the resident asking them to park on their driveway.</li> <li>Berwick House, Maypole Road was being marketed as a 6-bed house with rooms in the roof space. MDC Enforcement had been notified as permission had only been granted for a 4-bed dwelling.</li> <li>Members confirmed they agreed to the re-allocation of road responsibilities to councillors and this would be published in due course.</li> </ul>
25/218	<b>Clerk's Report</b> <ul style="list-style-type: none"> <li>ECC advised that Fontenay had made an application for a formal diversion of a section of FP14.</li> <li>The Clerk had responded to a Freedom of Information request received from the Adam Smith Institute asking for financial information over the last 3 years.</li> <li>The van in Kelvedon Road parked without tax or MOT had been reported to DVLA and was now understood to have been moved.</li> </ul>

25/219	<p><b>Public Forum</b></p> <p>The Chairman suspended the meeting and members of the public spoke on the Land Adj Crispins, Roots Lane application (to be considered by MDCs North-West Area Committee on 5<sup>th</sup> November) and the lack of evening and weekend buses serving WB. The agent for Barn Noir explained that the first-floor accommodation would be for a key worker, with planting to take place next year.</p>
25/220	<p><b>Planning Applications and Decisions</b></p> <p><b>25/00900/FUL Barn Noir, Station Road</b> Vineyard building with first floor accommodation. Members admired the entrepreneurial skills of the applicants but were concerned that this latest application was contrary to Condition 5 of 24/00744/FUL which stipulated the building should be for agricultural purposes only. <b>Resolved:</b> Cllr Bass recommended REFUSAL seconded by Cllr Wardrop, all in favour, on the grounds that the proposed first floor accommodation was contrary to Condition 5 of 24/00744/FUL; there was a danger that this building could easily become an additional dwelling outside the village envelope especially as the structure had now been given its own name and appeared no longer to be part of the dwelling Mulholland; it was impossible to gauge the need for worker accommodation prior to planting of the vines. If MDC were mindful to grant permission, members strongly recommend an agricultural status/condition be put in place.</p> <p><b>25/00817/FUL Land at Five Corners, Maypole Road</b> Conversion of outbuilding into annexe ancillary to main dwelling. <b>Resolved:</b> Cllr Wardrop recommended REFUSAL seconded by Cllr Bates, all in favour, on the grounds that the distance from the main house and separate road access meant this did not meet the criteria for an annexe. (Cllr Bass did not vote)</p> <p><b>25/00623/FUL Land between 26 &amp; 28 Tiptree Road</b> Erect 5 dwellings (3 bungalows &amp; 2 chalet style bungalows) for over 55s. Members acknowledged one letter of objection. <b>Resolved:</b> Members unanimously recommended REFUSAL on the following grounds:</p> <ul style="list-style-type: none"> <li>• WBPC believe the development was contrary to Policies S1, S8 and H3 of the Maldon District Local Development Plan and WBen 04 and WBen 05 of WB Neighbourhood Plan.</li> <li>• The site was in a rural location outside the defined settlement boundary.</li> <li>• The proposed development would result in demonstrable harm that will fundamentally alter the open character and result in coalescence with the residential development on the north-eastern edge of Wickham Bishops.</li> <li>• LDP Policy T2 requires all developments to be located so as to be accessible, and to provide for safe and direct walking and cycling routes to nearby services, facilities and public transport and Tiptree Road does not provide for this, making the site unsustainable. Reference was also made to the appeal decision on OUT/MAL/23/01016 relating to a site in Carters Lane almost opposite this site where the Inspector referred to the lack of safe or convenient pedestrian and cycle links as a reason for dismissing that appeal.</li> <li>• It would be out of keeping with the existing street scene and have an urbanising effect on the rural character of the area.</li> <li>• It would result in an unwelcome visual intrusion into the undeveloped countryside, particularly when viewed from Handleys Lane Byway.</li> <li>• Lastly, the proposal was for 2 bungalows and 3 chalets which is not what it says on the application paperwork.</li> </ul> <p><u>The following decisions made by MDC were noted:</u></p> <p><b>25/00671/WTPO 4 Wellands</b> TPO 14/95 Oak tree, reduce crown by 1.5m. <b>APPROVED</b></p>

	<p><b>25/00644/HOUSE Friars Lawn, 12 Witham Road</b> Front &amp; rear extensions inc rooms in roofspace with alterations to fenestration and addition of rooflights. <b>APPROVED</b></p> <p><b>25/00525/HOUSE Endeavour Cottage, 16a School Road</b> Single storey rear extension with glazed link connection with existing dwelling, first floor side extension with addition of dormer. Alterations to fenestration. <b>REFUSED</b></p> <p>Cllr Williams asked that consideration be given to updating our Landscape Assessment, Neighbourhood Plan and Biodiversity Audit. <b>Resolved:</b> To be placed on the January 2026 Agenda.</p>
<b>25/221</b>	<b>Land rear of 9 Church Road – to note further developments, if any</b> None.
<b>25/222</b>	<p><b>Statutory Consultee status for Parish Councils in relation to Planning Applications</b></p> <p>In light of pending changes to local government, members were keen to secure statutory consultee status for parish councils. <b>Resolved:</b> Clerk to write to RCCE, EALC and Priti Patel MP.</p>
<b>25/223</b>	<p><b>Traffic Calming &amp; Highway Matters</b></p> <p><b>Essex Highways User Survey 2025</b> Clerk to complete on behalf of PC.</p> <p><b>Update on Community Speedwatch correspondence with PFCC and MP</b> A response was expected from Priti Patel MP after she had heard from the Commissioner. The Chair had been in touch with other parish councils concerning the 'No Further Action' Speedwatch cases, many of which exceeded the numbers processed. <b>Action:</b> Councillors to consider the continued use of Trucam before the November Finance Meeting.</p> <p><b>Maypole Road speed reduction proposal - update following FOI request</b> None.</p> <p><b>Transport East Quarterly Webinar 11<sup>th</sup> Nov</b> DCllr Morgan's attendance was noted.</p> <p>Cllr Nappo raised the matter of the new Jubilee Way/Langford Road. Members noted the layout and poor signage which was leaving drivers confused. Several accidents had been witnessed. <b>Action:</b> The Clerk to raise concerns and ask CCllr Durham how many collisions had occurred since it opened.</p>
<b>25/224</b>	<p><b>Essex and Suffolk Water Masts Proposals, update and report on progress</b></p> <p>Connexin had proposed a remote update meeting for Thursday 6<sup>th</sup> November and Cllr Nappo agreed to attend on behalf of the PC.</p>
<b>25/225</b>	<b>District Councillor Report</b> Not present.
<b>25/226</b>	<b>County Councillor Report</b> Not present.
<b>25/227</b>	<p><b>Thank You event for volunteers - agree arrangements and attendees</b></p> <p><b>Resolved:</b> Members agreed to hire the Football Club Bar from 9pm on Tuesday 2<sup>nd</sup> December, at a cost of £80. <b>Action:</b> The Clerk to send invites to volunteers. Councillors to purchase and bring along a selection of nibbles.</p>
<b>25/228</b>	<p><b>Finance</b></p> <p>The following bank balances were noted:</p>

	Unity Trust Current Account		31/10/2025	2,196.44			
	Unity Trust Instant Access		31/10/2025	23,822.27			
	Debit Card		31/10/2025	28.97			
					26,047.68		
<p>The Clerk recommended transferring £5,000 from the Instant Access Account to the Current Account, and the following payments were unanimously agreed:</p>							
63	10/10/2025	Debit Card	Poppy Wreath	Royal British Legion	36.67	3.33	40.00
64	20/10/2025	Debit Card	Laminating pouches	PC Media Heaven	8.29	1.66	9.95
65	20/10/2025	Debit Card	Whistle for first aid kit	Tamarack Outdoors	4.43	0.89	5.32
66	04/11/2025	Unity Trust Current Account	Bank charge	Unity Bank	6.00		6.00
67	04/11/2025	Unity Trust Current Account	Trucam July - Sept	Maldon District Council	583.74	116.75	700.49
68	04/11/2025	Unity Trust Current Account	Village Hall hire Oct 24 - Sept 25	Beacon Hill Sports Association	720.00		720.00
69	04/11/2025	Unity Trust Current Account	Brushcutter for footpath volunteers	Ernest Doe & Sons Ltd	341.67	68.33	410.00
70	04/11/2025	Unity Trust Current Account	Streetlight Electricity July - Sept	NPower	65.70	3.28	68.98
71	04/11/2025	Unity Trust Current Account	Grasscutting x 2	Wallace Arboriculture & Groundcare	190.00		190.00
72	04/11/2025	Unity Trust Current Account	Clerk's Salary	Mrs L A Bailey	895.10		895.10 )
72	04/11/2025	Unity Trust Current Account	PC Office allowance	Mrs L A Bailey	25.00		25.00 ) 920.10
73	04/11/2025	Unity Trust Current Account	HP Printer Ink x 2	Mrs L A Bailey (HP Instant Ink)	22.48	4.50	26.98 )
73	04/11/2025	Unity Trust Current Account	First Aid kit for footpath volunteers	Mrs L A Bailey (First Aid 4 Less)	38.46	7.70	46.16 ) 73.14
74	04/11/2025	Unity Trust Current Account	ICO membership	Information Commissioner's Office	47.00		47.00
75	04/11/2025	Unity Trust Current Account	Payroll services	J&M Payroll Services	27.50	5.50	33.00
76	04/11/2025	Unity Trust Current Account	Six Walks Footpath Booklet printing	Point Graphics Ltd	950.00	190.00	1,140.00
Total					401.94	4,363.98	
<p><u>Consider future projects ahead of 25<sup>th</sup> November Finance Committee Mtg</u></p> <p><b>Action:</b> The Clerk to place ‘Remembrance Day costs’ on the January Agenda for consideration.</p> <p>Cllr Williams agreed to raise the matter of purchasing a noticeboard to be shared 50/50 with BHSA and installed somewhere along the Village Hall boundary, at the next BHSA Committee Meeting.</p> <p><b>Action:</b> The Clerk to check if WBPC would be required to assist with the cost of mayoral elections.</p>							
25/229	<p><b>Progress Reports from Councillors – no decisions required</b></p> <p><u>Nature &amp; Biodiversity Event, 13<sup>th</sup> Sept</u> Cllr Williams reported on her attendance and had come away with several ideas for the Biodiversity Project Group, including a green roof on the air raid shelter. <b>Action:</b> To be considered on the January Agenda.</p> <p><u>Six Walks Footpath booklet</u> The booklet had now been printed, and it was agreed to publicise this and makes copies available in the Library, in Mrs Salisbury’s, the Health Food Shop, and Maldon &amp; Witham Tourist Information Centres. The idea of a guided village walk, finishing with tea and cake was suggested but nothing firm agreed as yet.</p>						
25/230	<p><b>Correspondence</b></p> <p>Have your say on Funding for Essex Police and Essex Fire &amp; Rescue Services. Noted</p>						
25/231	<p><b>Parish Council Surgeries</b></p> <p>There were no visitors to the October surgery.</p> <p>Cllrs Wardrop &amp; Williams to attend Saturday 15<sup>th</sup> November surgery.</p>						

<b>25/232</b>	<b>General Village News and Events to Note</b> The surface water drainage works in Church Road had finally been completed. The BHSA AGM on 27 <sup>th</sup> November at 8pm was noted. The Chairman confirmed that he would attend the Remembrance Day Service at the Memorial and lay a wreath on behalf of the PC.
<b>25/233</b>	<b>Date of Next Meeting:</b> Finance Committee Meeting, Tuesday 25 <sup>th</sup> November 11am, Village Hall Boardroom Parish Council Meeting, Tuesday 2 <sup>nd</sup> December <b>7pm (earlier start time)</b> , Village Hall Boardroom Parish Council Meeting, Tuesday 6 <sup>th</sup> January 2026 7.30pm, Village Hall Boardroom
<b>25/234</b>	<b>Close of Meeting</b> There being no further business, the meeting closed at 9.30pm.