



Wickham Bishops Parish Council

Minutes of Parish Council Meeting held on Tuesday 6th October 2026 at 7.30pm in the Village Hall Boardroom

26/181 Those Present and Apologies for Absence

In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Layley, Nappo, Mickelsen, Morgan, Williams and the Clerk. Apologies were accepted from County Cllr Stuart Clarke. There were 2 members of the Rural Community Council of Essex present.

26/182 Declaration of Interests and Compliance with the Ethical Framework

District Cllr Morgan declared a non-pecuniary interest in the Planning item. He would not take part in discussion or voting as he may be required to do so at the MDC Area Planning Committee.

26/183 Approval of Minutes

The Minutes of the Meeting held on 1st September 2026 were approved unanimously, as were the Minutes of the Extraordinary Meeting held on 9th September 2026.

26/184 Chairman's Report Nothing to report.

26/185 Clerk's Report

Following the incident where a planned road closure (Essex & Suffolk Water) and works in Witham Road had not started, yet the bus had been diverted (missing out Wickham Bishops and Great Totham residents), the Clerk had been in touch with ESW and established that the reason for the delay was staff sickness. Members asked the Clerk to write to Essex Highways expressing their disappointment at the poor organisation and why it was felt necessary to close the entire road.

With regard to the trees felled to the rear of properties backing onto Handleys Lane, Moat Housing had written to apologise for their lack of communication. The Estate Service Officer would further investigate and assess whether action was required and give the PC an update, outlining any next steps and action they intended to take.

The Clerk reported that she had met informally with the new BHSA Chair, Tim Eacott.

26/186 Public Forum

During the public forum, Jan Stobart and Nicky Joshua of RCCE gave a short presentation on priorities and community-led planning tools and members asked questions around conducting a more general Parish Plan and/or a Local Nature Recovery Action Plan.

Members thanked RCCE for their time, agreed to consider the possibilities and make a decision at the November PC Meeting.

26/187 Planning Applications and Decisions (Cllr Bass took the Chair for this item)

The following decisions made by MDC were noted:

26/00501/LDE Magellans Rest, Grange Road Claim for lawful development certificate for a dwelling on the ground floor of the Double Garage on the basis of continuous use as a dwelling for in excess of the past 10 years. REFUSED

26/00497/LDE Magellans Rest, Grange Road Claim for lawful development certificate (existing) for erection of a building and use as a residential dwelling. REFUSED

On the subject of Magellans Rest, it was noted that a resident had raised concerns around the use of firearms and appropriate licensing with Essex Police.

26/00509/LDP 7a Grange Road Claim for lawful development certificate for proposed installation of white UPVC window to front bedroom; larger replacement lintel; render and re-plaster; internal window board; scaffolding required to external.
APPROVED

26/00499/LBC & 26/00529/HOUSE High Hall Cottage, 30 Church Road Installation of EV Charger within the curtilage of a Listed Building. APPROVED

The following Appeal made to the Secretary of State was noted:

Land at Crossways, Kelvedon Road, Great Totham Outline application for the erection of 2 self build bungalows with garages

The Folly, Mope Lane: To consider the situation regarding conditions and covenants

Cllr Bass had been approached by a resident concerned that planning conditions had not been met and covenants overlooked, for example there were no signs of an orchard being planted, nor a pond.

Resolved: Members agreed that the Clerk should write to MDC with concerns that The Folly had not been built in accordance with the original plans and conditions (24/00440/FUL).

Concerns over the size of the dwelling currently being built at Long View, Grange Road were considered and members agreed to check the permission granted before approaching MDC.

26/188 District Council & County Council Reports

District Cllr Morgan reported that MDC had agreed to begin preparing a new Local Plan, Maldon being the first local authority in Essex to be producing a Local Plan under the new 30-month plan-making system.

26/189 Traffic Calming & Highway Matters

To consider Little Braxted Parish Council's offer of assistance with replacement of missing/damaged direction signs

LBPC had managed to secure funding for 4 direction signs, one of which was in Wickham Bishops. The Clerk reported that LBPC were in the process of applying for Highways licences for the 2 signs in LB which was proving problematic. **Resolved:** The Clerk to write to LBPC explaining that WBPC would like to wait until LB had navigated their way through the licensing process before proceeding further.

To note rejection of the application for double yellow lines opposite Rosina Place and give further consideration to parking restrictions around The Mitre junction through SEPP (South Essex Parking Partnership)

Resolved: Following much discussion around the parking problems in and around Great Totham Road, it was agreed that the Clerk should submit an application to SEPP. As suggested by them, there was no need to identify the exact locations where restrictions might be required as they would look at the area as a whole.

To note developments on Speedwatch and outcome of Cllr Morgan's meeting with Adam Pipe and Roger Hirst

District Cllr Morgan reported that there would be no change to the 'out of force' policy. Cllr Wardrop advised that he and a fellow Speedwatch colleague would be attending the MDC Overview & Scrutiny Meeting on Thursday and he would be speaking to register their profound dissatisfaction at the decision to continue the policy of only sending letters to speeding motorists whose vehicles were registered in Essex. To the end of August 2026, 12,000 letters had been sent to drivers, but there were another 5,500 cases where letters had not been sent.

26/190 Consideration of quotation from Essex Highways to install new noticeboard in grass verge opposite Snows Corner

Resolved: The quote of £5,602.03 + VAT from Essex Highways was ridiculously high and members agreed not to go ahead. The Clerk to ask BHSA if they would be agreeable to the installation of the noticeboard in the Village Hall boundary hedge, on BHSA land.

26/191 Remembrance Event, Sun 8th November– confirm arrangements and attendance

Resolved: Cllr Nappo to check her availability to act as a marshal on the day and park her vehicle across one of the road closures. Cllr Wardrop to attend and lay a wreath. Cllr Bass to erect the Tommy figure.

26/192 Consider and agree venue for volunteer thank-you event in December

Resolved: It was agreed to hold the Thank-You event at the Football Club as this had worked well last year, the Clerk to make the booking and members to bring along nibbles.

26/193 Finance

The following bank balances at 30th September were noted. The following receipts and payments were unanimously agreed:

Unity Trust Current Account	£2,209.38
Unity Trust Instant Access Account	£29,268.05
Total	£31,477.43

PAYMENTS AWAITING AUTHORISATION - OCTOBER 2026

Voucher	Date	Bank	Description	Supplier	Net	VAT	Total
50	30/09/2026	Unity Trust Current Account	Bank charge	Unity Bank	7.00		7.00
51	06/10/2026	Unity Trust Current Account	Grant to East of England Ambulance	East of England Ambulance	100.00		100.00
52	06/10/2026	Unity Trust Current Account	Payroll services	J&M Payroll Services	27.50	5.50	33.00
53	06/10/2026	Unity Trust Current Account	Payroll services	J&M Payroll Services	27.50	5.50	33.00
54	06/10/2026	Unity Trust Current Account	Income Tax	HMRC	52.60		52.60
54	06/10/2026	Unity Trust Current Account	National Insurance	HMRC	225.57		225.57
							278.17
55	06/10/2026	Unity Trust Current Account	Clerk's Salary	Mrs L A Bailey	1,046.58		1,046.58
55	06/10/2026	Unity Trust Current Account	PC Office Allowance	Mrs L A Bailey	25.00		25.00
							1,071.58
56	06/10/2026	Unity Trust Current Account	Vodafone top-up	Mrs L A Bailey	20.00		20.00
56	06/10/2026	Unity Trust Current Account	HP Instant Ink	Mrs L A Bailey	11.24	2.25	13.49
56	06/10/2026	Unity Trust Current Account	Poppy Wreath for Remembrance Service	Mrs L A Bailey	40.00		40.00
56	06/10/2026	Unity Trust Current Account	Fasthost website domain subs	Mrs L A Bailey	17.11	3.42	20.53
							94.02
			Total		1,600.10	16.67	1,616.77

RECEIPTS LIST - OCTOBER 2026

Voucher	Code	Date	Bank	Description	Customer	Total
5	Bank Interest	30/09/2026	Unity Trust Instant Access	Bank interest	Unity Bank	152.24

Members noted the NJC agreement on new rates of pay applicable from 1st April 2026

To note 18th November Finance Committee Mtg and consider future projects/expenditure ahead of the meeting

As Finance Committee Chair, Cllr Mickelsen asked members to submit any budget items they would like included for the coming year. Cllr Williams would provide the Clerk with ideas the Biodiversity Group had for planting inside One Stop telephone box, although it was acknowledged the owner would have to be approached first.

26/194 Parish Council Monthly Surgery

Note September surgery requests (if any) and consider action if required

Cllr Mickelsen reported three visitors to the surgery, and the following concerns had been raised. An increase in dog fouling in Handleys Lane, in particular on a resident's verge, e-bikes speeding along Handleys Lane and frequent power cuts in School Road. UK Power Networks had asked the resident to request the help of the parish council to gather evidence of outages. **Resolved:** The Clerk to publish a Facebook notice inviting residents to report any recent power-cut issues, as well as another post reminding dog owners to clear up after their pets.

Saturday 17th October surgery Cllrs Wardrop and Layley and District Cllr Morgan to attend.

26/195 Correspondence

Chelmsford Association of Local Councils had written to invite WBPC to a meeting on 21st October to discuss future local council collaboration. **Resolved:** Members agreed to decline at this stage.

26/196 Progress Reports from Councillors There were none.

26/197 General Village News and Events to Note

Cllr Bass in a personal capacity had nominated The Bear for an MDC Conservation & Design Award and was pleased to report that they had won an award for sustainability.

26/198 Date of Next Meetings:

Parish Council Meeting, Tuesday 3rd November 2026, 7.30pm Village Hall Boardroom
Finance Committee Meeting, Wednesday 18th November 2026, 10.30am
Parish Council Meeting, Tuesday 1st December 2026, *7pm earlier start time*

26/199 Close of Meeting

There being no further business, the meeting closed at 9.34pm.