

# Wickham Bishops Parish Council

## Parish Councillors

I S F MacGregor (Chairman)  
Mrs A Mickelsen (Vice Chairman)  
H M Bass  
P J Bates  
R Mundell  
S J Nicholas  
Mrs R M Pink CBE  
B F Sayers  
I D Wardrop



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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<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 6<sup>th</sup> September 2016 at 7.30pm in the Village Hall Boardroom</b>	
<b>Item</b>	<b>Subject</b>
<b>16/118</b>	<b>Those Present and Apologies for Absence</b> In the chair: Cllr MacGregor Present: Cllrs Bass (arr. 7.40pm), Bates, Mickelsen, Pink, Sayers and Wardrop; the Clerk. Apologies for absence were accepted from Cllrs Mundell and Nicholas. The Clerk and Chairman of Langford and Ulting Parish Council were present, as were nine members of the public.
<b>16/119</b>	<b>Declaration of Interests and Compliance with the Ethical Framework</b> Non-pecuniary interests were declared by Cllrs MacGregor and Sayers in item 16/128.
<b>16/120</b>	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 5 <sup>th</sup> July 2016 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Bates. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 22 <sup>nd</sup> July 2016 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Bates. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 19 <sup>th</sup> August 2016 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Bates.  Cllr Bass joined the meeting.
<b>16/121</b>	<b>Public Forum</b> A member of the public spoke in favour of planning application HOUSE/MAL/16/00840 35 Church Road Wickham Bishops.
<b>16/122</b>	<b>Chairman's Report</b> The Chairman expressed his thanks to Cllrs Bass, Bates and Wardrop for clearing the overgrown area near The Mitre, and introduced Cllr Mrs Anfilogoff, Chairman, and Mrs Clemo, Clerk, of Langford and Ulting Parish Council.
<b>16/123</b>	<b>Langford &amp; Ulting Neighbourhood Planning Presentation</b> Cllr Mrs Anfilogoff and Mrs Clemo gave an engaging presentation of their experiences and progress of their Neighbourhood Plan. Initiated in April 2013, the Plan has been submitted once for examinations; an amendment is underway and adoption is expected in Spring 2017. Recommendations and advice included the keeping of all records for future evidence purposes, using grant funds for employing experts and accepting that set-backs will occur but are surmountable.  Cllr Mrs Anfilogoff and Mrs Clemo accepted the Chairman's thanks and left the meeting.

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<b>16/124</b>	<p><b>Clerk's Report</b></p> <p>The Clerk advised that the example Housing Needs survey had been received and that Great Totham Parish Council would be designating the parish boundary for its Neighbourhood Plan.</p> <p>The Clerk drew the meeting's attention to the recently-circulated Issues list.</p> <p><b>Action:</b> <i>Cllr MacGregor to contact the parishioner who had requested a memorial bench.</i></p> <p>In response to a parishioner complaint of repeated dog fouling, the Clerk had arranged for the Dog Warden to affix notices and patrol the Church Green area.</p> <p>The Clerk reported that the Audit process had completed, with the requisite notices displayed.</p>
<b>16/125</b>	<p><b>Planning Applications and Decisions</b></p> <p>Cllr Sayers explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision. Cllr Bass refrained from voting on the applications due to the potential for him to vote at the District Council planning meeting.</p> <p><u>Applications:</u></p> <p><b>HOUSE/MAL/16/00840 35 Church Road Wickham Bishops</b></p> <p>Two letters of objection and one of comments had been received.</p> <p>Councillors noted that the scale of the property would be substantially unaltered and consideration was given to the overall improved appearance of the dwelling. There were concerns expressed over the mismatch of roofing materials between house and garage, external treatment colourings and the elevated position and addition of the dormer windows to front resulting in an overpowering form out of keeping with neighbouring properties. For these reasons the application was considered contrary to Submission LDP Policy D1 – <i>Design Quality and Built Environment</i>. The resulting three-storey dwelling would be contrary to the Wickham Bishops Village Design Statement.</p> <p><b>Resolved:</b> The Parish Council recommended REFUSAL. Proposed Cllr Sayers, seconded Cllr Wardrop.</p> <p><u>Appeals:</u></p> <p><b>OUT/MAL/15/01342 Land North of 9 Church Road Wickham Bishops</b></p> <p>The District Councillor advised that Maldon District Council had updated its land supply calculation to 6.04 years. This being additional information to the previously-submitted comments, the Clerk would write on behalf of the Parish Council to the Planning Inspector.</p> <p><b>Action:</b> <i>The Clerk to forward the Planning Inspector's letter to Councillors and to the planning email circular list, and to write to the Planning Inspector prior to 15<sup>th</sup> September.</i></p> <p>A member of the public left the meeting.</p> <p><u>Decisions</u></p> <p>The following decisions made by Maldon District Council were noted:</p> <ul style="list-style-type: none"> <li>- WTPO/MAL/16/00679 21 Wellands Wickham Bishops – APPROVED</li> <li>- LBC/MAL/16/00802 Hill Place Station Road Wickham Bishops – APPROVED</li> <li>- LDP/MAL/16/00732 18 Grange Road Wickham Bishops – REFUSED</li> </ul> <p>The following decision made by the Planning Inspectorate was noted:</p> <ul style="list-style-type: none"> <li>- FUL/MAL/15/01271 Glebe Farm House Mope Lane Wickham Bishops – DISMISSED</li> </ul> <p>A member of the public left the meeting.</p> <p><b>Resolved:</b> the Clerk would write to Ms P Patel, Witham MP, regarding inconsistent Planning Inspectorate decisions. Proposed Cllr Wardrop, seconded Cllr Bates.</p> <p><b>Action:</b> <i>Cllr Bass to review the proposed letter with MDC Planning team prior to sending.</i></p> <p>Two members of the public left the meeting.</p>

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<b>16/126</b>	<p><b>Governance</b></p> <p><b>Resolved:</b> The recommendations and Terms of Reference of the Neighbourhood Planning team were adopted. Proposed Cllr Mickelsen, seconded Cllr Wardrop.</p> <p><i><b>Action:</b> The Clerk to revise the proposed Planning Committee Terms of Reference for re-submission at the October meeting of the full Council.</i></p> <p><b>Resolved:</b> The revised Financial Regulations were adopted. Proposed Cllr Mickelsen, seconded Cllr Sayers.</p>
<b>16/127</b>	<p><b>Traffic Calming</b></p> <p>Cllr Wardrop reported the progress of current Local Highways Panel requests. The Church Road footway was still being validated, whereas coloured road surfaces had been rejected. A feasibility study of a scheme to provide road narrowing on The Street near The Mitre had been accepted by the LHP, and the Clerk had written to the LHP stating that the Parish Council did not support the suggested closure of School Road and one-way control of Back Lane. There had been no mention on the LHP minutes of the recent requests for countdown markers to the 30mph zone on Witham Road and bus stop road marking on Kelvedon Road.</p> <p><i><b>Action:</b> The Chairman and Cllr Wardrop to explore the possibility of representing the Parish Council on the Local Highways Panel with the Chairman of the Maldon LHP.</i></p>
<b>16/128</b>	<p><b>Telecommunications Mast</b></p> <p><b>Resolved:</b> Cllr Sayers proposed a motion that Wickham Bishops is, in principle, in favour of a telecoms mast being erected in the near area to increase the signal which at present is between poor and non-existent. Proposed Cllr Sayers, seconded Cllr Bass.</p>
<b>16/129</b>	<p><b>Monthly Councillor Surgeries</b></p> <p>There were two visitors to the August surgery. A visitor requested the area of Witham Road from Mope Lane to the 30mph village entry point, currently unrestricted, be limited to 40mph.</p> <p><i><b>Action:</b> The Parish Council to consider the suggestion at a future Council meeting.</i></p> <p>A request to create a walkable verge up Witham Road hill was thought unlikely to succeed.</p> <p>The attendees for 17<sup>th</sup> September will be Cllrs Bates and MacGregor. The 15<sup>th</sup> October surgery attendees are expected to be Cllrs Mundell and Wardrop.</p>
<b>16/130</b>	<p><b>District Council Report</b></p> <p>District Councillor Bass reported that a survey had been launched to aid in developing Council Tax evasion counter-measures.</p> <p>The application by the Tennis Club to extend its floodlighting had been approved by the District Council on the night prior to the meeting.</p> <p>Cllr Bass volunteered to liaise between the NHP Steering Group and Maldon District Council.</p>
<b>16/131</b>	<p><b>Finance</b></p> <p><b>Resolved:</b> The Parish Council would transfer to the Solicitors £6,839 to meet the air raid shelter legal undertaking, <i>in accordance with the General Power of Competence, Localism Act 2011 S.1(1)</i>. Proposed Cllr Wardrop, seconded Cllr Sayers.</p> <p><b>Resolved:</b> Councillors Mickelsen, MacGregor and Mundell may sign the Parish Council's cheques and authorise internet payments <i>in accordance with item 4.5 of Standing Orders</i>. Proposed Cllr Sayers, seconded Cllr Wardrop.</p> <p><b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr Mickelsen, seconded Cllr Wardrop.</p> <p>The August payments and the £50 payment to the RCCE were noted.</p>

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<b>16/132</b>	<b>Correspondence Requiring Decisions:</b> There was no correspondence requiring a decision.
<b>16/133</b>	<b>General Correspondence to Note:</b> The letter requesting a correction to the LHP Minutes of 24 <sup>th</sup> June 2016 was noted.  An email sent by the Clerk to the NW Area Committee clarifying the Parish Council's view on an application, and an email from a resident objecting to the air raid shelter project, were noted.
<b>16/134</b>	<b>Progress Reports from Councillors and Committees</b> Cllr MacGregor reported that he had stepped down from the EALC Executive Committee in favour of a Maldon Town Councillor.  New watercourse maps, resulting from the ' <i>Where does the Water Go?</i> ' project, were presented by Cllr Mickelsen. Copies will be held by Cllrs Bass and Mickelsen and the Clerk.  The report and project plan from the Tree Warden were noted and the offer of his company to provide Rootgrow treatment for the Community Planting scheme accepted.  <i>Action: Cllr Sayers to liaise with Mrs Ruth Johnson over the Church's offer of providing refreshments on the planting day, scheduled for 19<sup>th</sup> November.</i>
<b>16/135</b>	<b>General Village News</b> The BHSA Vintage Fair will be held on 17 <sup>th</sup> September in the Village hall 11am to 3pm.
<b>16/136</b>	<b>Dates of Next Meetings</b> Friday 23 <sup>rd</sup> September 2016 Planning Committee Meeting at 11.30am <i>if required</i> Tuesday 27 <sup>th</sup> September 2016 Neighbourhood Plan Steering Group Meeting at 7.30pm Tuesday 4 <sup>th</sup> October 2016 Full Council Meeting at 7.30pm
<b>16/137</b>	<b>Close of Meeting 10.00pm</b> Items for October agenda (additional items to Chairman and Clerk by Friday 23 <sup>rd</sup> September): <ul style="list-style-type: none"> <li>- Website</li> <li>- Flooding</li> </ul> Items for future agendas: <ul style="list-style-type: none"> <li>- Local Council Award Scheme</li> <li>- Precept (December)</li> </ul>