

Woodham Mortimer With Hazeleigh Parish Council

ORDINARY PARISH COUNCIL MEETING

MINUTES - TUESDAY 13 SEPTEMBER 2016

Convened at Woodham Mortimer & Hazeleigh Village Hall 7.30pm

In attendance

Parish Councillors: Simon Brady (SB) Chairman, Andrew Macmorland (AM), Stephen Pemberton (SP), Kim Broadhurst (KB). District Councillor Mark Durham (MD). Andrew Ritchings (AR) Clerk to the Council recording proceedings.

One member of the public.

137.16 APOLOGIES OF ABSENCE

Parish Councillors Pauline & Kim McDonald were unable to attend due to annual leave. District Councillor Henry Bass sent apologies.

138.16 DECLARATIONS OF INTEREST

Cllr AM declared non-pecuniary interests to agenda item 142.16 Land North East of Woodham Mortimer Lodge and Church House Farm, those interests being business associations with the applicants though unrelated to the planning applications.

Cllr SP declared a pecuniary interest to item 142.16 Land South of Wycke Hill that interest being a landowner of part of the area of land concerned.

139.16 EULOGY TO COUNCILLOR SPURR & CASUAL VACANCY

SB read the following tribute to recently departed Parish Councillor Ian Spurr:

It is with much sadness that on Tuesday 26 July 2016, on the day of his 80th birthday Parish Councillor Ian Spurr suddenly passed away. A loving family man and 'true gentleman', having spent much of his working life as a Lloyds Underwriter Ian became a member of the Parish Council in May 2007. His contribution to village matters was extremely valuable and his presence at future Council meetings will be sorely missed.

Ian's regular attendance and love of the village church materialised into his role as the Parish Council's Church Representative and the last item of business at the Council's July meeting was Ian's proposal to seek more appropriate parking conditions at the church particularly in view of the likely increase in church attendees due to the proposed new housing developments on the peripheries of Woodham Mortimer and Hazeleigh.

The Council wish to convey its deepest sympathies to Ian's surviving family and all those who had the pleasure of knowing him.

AR advised there is now a Casual Vacancy on the Parish Council for a position representing Hazeleigh, this would be advised on the Council notice boards and on the Councils own website. If following the 14 day advertising requirement an election is not called for by the electorate the Council may co-opt an individual to the Council.

Actions AR to publish casual vacancy

140.16 OPEN MEETING TO THE PUBLIC

There were no matters or questions raised by the member of public in attendance.

141.16 PREVIOUS MINUTES

The minutes of the Ordinary Council Meeting held on 12 July 2016 were proposed by AM and seconded by KB as a true record of events agreed by those present at that meeting and duly signed as such by the Chairman.

142.16 PLANNING

LAND OPPOSITE MILL COTTAGE – AR advised he has received a copy of a re-stocking notice from the Forestry Commission dated 02 May 2016. The terms of the notice given under the Forestry Act 1967 mean restocking is required by 30 June 2017.

OUT/MAL/14/01103 – LAND SOUTH OF WYCKE HILL AND LIMBROOK WAY MALDON – *Outline application for up to 1,000 dwellings, employment area, primary school, open space, allotments sports playing field, landscaping, vehicle access onto existing highway network and associated infrastructure, including footway link from Royal Oak PH and provision of Public Rights of Way linking Maldon to Purleigh.* **DECISION TBA FROM PLANNING AUTHORITY**

FUL/MAL/15/00146 – LAND NORTH EAST OF WOODHAM MORTIMER LODGE, LODGE ROAD, WOODHAM MORTIMER – *Brick pier and metal entrance gates to barn site. Alterations to internal arrangement including foaling box and alterations to fenestration (retrospective).* Updates

ILLUMINATED SIGN AT A414 HAND CAR WASH – The Council are still waiting clarification from MDC if planning approval is required for the illuminated sign from enquiry dated 08/12/2015.

OUT/MAL/15/01327 – LAND NORTH AND WEST OF KNOWLES FARM WYCKE HILL MALDON – *C3 residential development (up to 370 homes) of mixed form, size and tenure, small scale B1 employment development (up to 2,000sqm), C2/D1 community uses, a new relief road to the north of A414, strategic landscaping, pedestrian and cycle linkages, estate roads, open space, drainage and sewerage (including SUDS) and other associated development.* **DECISION TBA FROM PLANNING AUTHORITY**

HOUSE/MAL/16/00313 – THE WILLOWS BRYANTS LANE WOODHAM MORTIMER – *External and internal refurbishment of the house with an uplift to its façade. First floor to be rebuilt completely and an additional one-storey rear extension to be erected.* **APPROVED**

FUL/MAL/16/00505 – HERMES BURNHAM ROAD WOODHAM MORTIMER – *Demolishment of current dilapidated bungalow and construction of 2 storey house plus detached garage.* **WITHDRAWN**

FUL/MAL/16/00581 – CLAREMONT CHELMSFORD WOODHAM MORTIMER – *Proposed single storey extension, re-roofing with rooms in roof and detached cart lodge.* **APPROVED**

FUL/MAL/16/00626 – FORMER LYNFIELD POST OFFICE ROAD WOODHAM MORTIMER – *Variation of Condition 2 on approved planning permission FUL/MAL/15/00338 to vary the design and position of the garage and the parking arrangement to the front of Plot 1 and Plot 2.* **REFUSED**

FUL/MAL/16/00708 – KINVARA MANOR LODGE ROAD HAZELEIGH – *extension to existing garage.* **APPROVED**

AGR/MAL/16/00764 – CHURCH HOUSE FARM HAZELEIGH HALL LANE HAZELEIGH – *Agricultural barn.* **PRIOR APPROVAL NOT REQUIRED**

LDP/MAL/16/00799 – THE CHESTNUTS – *Claim for lawful development for proposed single storey front extension with internal alterations.*

Councillors are unaware of any matters detrimental to the development claim and no comments will be submitted to the Planning Authority.

FUL/MAL/16/00848 – HERMES BURNHAM ROAD WOODHAM MORTIMER – *Demolish current dilapidated bungalow and construction of 2 storey house plus detached garage.* Following the Council's concerns with respect to the additional crossover in the withdrawn Application No. 16/00505 the deletion of the additional crossover within this application is considered an improvement and the Council SUPPORT the application.

FUL/MAL/16/00940 – FORMER LYNFIELD POST OFFICE ROAD WOODHAM MORTIMER – *Variation of Condition 2 on approved planning permission 15/00338 by construction of an attached garage to the front/east elevation of Plot 2.*

No comments were raised by Councillors.

143.16 DISTRICT/COUNTY COUNCILLORS REPORT

County Councillor Penny Channer provided a monthly report which will be uploaded to the Councils website covering the following topics: Essex Outdoors; ECC volunteers required; National Scams Awareness Scheme; ECC transport purchases; NextBuses; Essex Streetlights; Alcohol misuse awareness; Essex Key Stage 2 pupil achievements; Longer lasting road markings tests; Park and Ride new timetable; Essex Schools latest statistics; Local bus service consultation; World Car Free Day; Business waste; Street lighting LED's; Council Tax fraud/error; Essex schools GCSE results data; Independent living housing; Superfast broadband; New East Anglia rail franchise; Applications for secondary school placements 2017;

District Cllr Mark Durham attending the meeting advised the Council that the MDC Local Development Plan is still on going with an Inspector decision expected by January 2017.

The new Waste contract has provided some initial issues particularly in rural areas, the problems have been addressed and officers are continuing to monitor the service across the district. Early statistical data indicates that the tonnage of recycling has seen a significant increase.

It is possible the recent government proposals regarding national boundary/ward changes could affect Woodham Mortimer & Hazeleigh and the District Council awaits further information/decisions.

The Council have been made aware that preliminary enquiries by a developer for housing at Runsell Green, Danbury is at an early stage. No formal application has been made and no correspondence has been received by this Council. Cllrs noted to be vigilant with respect to any applications made to Chelmsford CC and will correspond with Danbury PC should information become available.

District Councillor Durham left the meeting.

144.16 HIGHWAY MATTERS

Lodge Road - verge defects - from its junction with the A414 to Hazeleigh Hall Lane - **Enquiry 2319066** - (HA assessed 06/11/2014). Verges in Lodge Road have seen no maintenance activity since the issue was reported on 01/04/2014. Cllrs are disappointed no action has been taken. The item remains open on the ECC highways reporting tool site for consideration in the 2015/16 programme but as the year progresses into Autumn Cllrs are extremely doubtful any action will be taken. The item will be removed from future Agendas and AR will monitor any progress against his Highway Defect spreadsheet.

Footpath 11 Hazeleigh - flooding issues southern side of nature reserve reported by local resident **Enquiry 2391077** (reported 12/03/2015 assessed 03/07/2015). No further activity.

Lodge Road - excess surface water issues – **Enquiry 2438287** logged 28/12/2015. AM reported he had been in contact with Mr Green from Essex Highways who would be progressing the matter. AM would follow up shortly along with a further flooding issue at the junction of the A414.

Footpath 13 Hazeleigh – missing fingerpost - **Enquiry 2426505** HA to investigate within 28 days (06/10/2015). No activity

Footpath 22 Woodham Mortimer - missing fingerpost - **Enquiry 2426504** HA to investigate within 28 days (06/10/2015). – No activity

Lodge Road 'unsuitable for heavy goods vehicles' signage – **TO BE DECIDED BY LHP**

Speed Activated Sign – The Council have commenced enquiries with respect to the installation of a Speed Activated Sign for possible utilisation in Fambridge Road, initial enquiries indicate installation costs to be in the region of £8,000. As the sum far exceeds yearly precept demands the Council will seek other funding avenues and the Clerk was instructed to complete the Local Highways Panel application form supplied by MDC.

Provision of additional parking at Woodham Mortimer Church – No updates to report.

Rectory Lane Closure – No response to email sent to ECC on 05/07/2016

Actions AM to follow up Lodge Road surface water issues with ECC
AR to complete LHP application form for SAS

145.16 HIGHWAY SPEED AWARE SIGNAGE (FAMBRIDGE ROAD)

Wheelie bin speed warning stickers have now been procured and KB was presented with the stickers for distribution at various locations in Fambridge Road.

Actions *KB to distribute warning stickers*

146.16 NEIGHBOURHOOD PLANNING SCHEME

No updates to report.

147.16 CORRESPONDENCE

For Circulation: Maldon & District CVS; EALC County update & notice of AGM; ECC London Road Maldon TRO; Essex Air Ambulance flyer; Temporary Traffic Regulation Order notice of various roads in Maldon.

For Discussion:

DHGPC meeting 21/09/2016 Purleigh 19:30, AR to endeavour to attend.

Anglian Water pumping stations;- following the Councils email seeking clarification details of the apparatus, further correspondence was confusing and the Council considers the enquiry does not appear relevant in the villages.

Verge problems, Conduit Lane; - The Council received an email from parishioners regarding uncut grass verges causing visibility problems exiting Conduit Lane onto the A414 which have since been cut.

Land adjacent to Colts Pightle; - The Council received a copy of letter sent to MDC regarding problems at the site of the new development in Post Office Road concerned with possible planning approval infringements. AR to confirm receipt and ask to be kept updated.

Kids Inspire; – Correspondence received from the aforementioned charity will be acknowledged by AR suggesting to the Charity it would be more applicable to contact the Village Hall Committee and Woodham Mortimer Pre-school.

Actions *AR to respond re: Colts Pightle and Kid Inspire*

148.16 BALANCE OF ACCOUNTS

AR advised balances of:

Unity current Account T1	£613.32
Tailored Deposit Account	£4098.66
Alto Debit Card	£90.55
Total Council cash funds	£4802.53

149.16 AUTHOURISATION OF PAYMENTS

A & J Lighting Solutions (SO) August	13.80	(11.50 excl VAT)
E.ON non-metred electricity (DD) August	14.36	(13.68)
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E.ON non-metred electricity (DD) September	14.36	(13.68)

Clerks salary & allowances:

Nett salary	441.82
HMR&C	110.60
Work from home allowance	52.00

Following the above transactions AR advised a transfer of funds from the Deposit Account to the current Account is required. With consideration to the impending insurance renewal due in November it was proposed to transfer £500.00

The above payments proposed by SP and seconded by KB were agreed to be authorised by all present.

150.16 BANKING FACILITIES

AR confirmed that the recently introduced monthly fee of £6.00 by their banking provider Unity Trust includes the provision of Direct Debit payments and cheque transactions and therefore no other charges will apply. Previous to the aforementioned fee confirmation it was not clear if the Council would incur extra transaction charges and the possibility to make single yearly payments instead of monthly DD had been reviewed and been

confirmed by E-on and A & J Lighting that this was possible. Although to continue with monthly DD would not incur increased charges it was thought changing to yearly payments would reduce administration time. The interest rate on the Council's Deposit Account is now extremely low at 0.05% and Zero percent on the Current Account which is considered to have insignificant impact on Council funds and therefore the administration time saved and environmental aspects of receiving only one yearly invoice moved Cllrs to resolve to changing to single yearly payments, to commence from the Councils fiscal year April 2017. AR advised that the alternative Debit Card provided by Unity Trust Bank following the withdrawal of their Alto Debit Card would incur a £3.00 monthly fee. AR had sought advice from EALC with respect to how other Councils utilise small payment items such as stationery and printer consumables, EALC advised that some Councils operate with small cash floats and/or accounts with local businesses, acknowledging the subject to be difficult required to be addressed. All small items currently purchased by the Clerk are achieved either online or by Debit Card payment at various stores, it was thought that travel expenses and time incurred by the Clerk in order to procure items with cash at various local shops and being restricted to one stationery account if introduced, would likely be more costly than the £3.00 monthly fee. The Debit Card would also give AR more flexibility to obtain items from various sources particularly internet procurements. It was therefore resolved to apply for the Unity Trust Multi-Pay Debit Card at a cost of £3.00 per month. The above facilities to be introduced at the next available opportunity was proposed by AM, seconded by SP and agreed by all Cllrs present.

Actions AR to request the introduction of single yearly payments to E-on and A&J
AR to complete and send application for UTB Multi-Pay Debit Card

151.16 ELECTRICITY RATES

Following the advice from E-on of the increased non-metred electricity costs AR sought comparison prices from Scottish & Southern Energy, Haven Power and Green Energy UK. Only Green Energy responded and provided an estimate of £43.00 per month, E-on prices increased from £13.42/month to £15.59/month. As E-on prices will still be significantly lower than Green Energy the Council resolved to maintain the existing contract with E-on at the recently introduced new charges. Proposed by SP seconded by KB and agreed by all Cllrs present.

152.16 PARISH COUNCILS COMPLAINTS PROCEDURE

AR has been in correspondence with MDC regarding the aforementioned policy document and reported than final amendments are being made with the expectation of adoption at the next monthly meeting.

153.16 INFORMATION ONLY

It has been reported to the Council that 'for sale' vehicles have been seen at various verge locations along the A414 – this will be discussed as an agenda item at the next meeting. It is understood that the Parochial Church Council are seeking various funding methods in order to undertake ongoing maintenance of the building and Cllrs considered whether there are any duties imposed on the Parish Council to aid the Church with funding. AR would seek guidance in time for the next monthly meeting.

Date of next Ordinary Meeting - Tuesday 11 October 2016 at 7:30pm.

..... *Simon Brady* (Simon Brady Chairman to the Council)

11 September 2016