

MINUTES

Minutes of Meeting of Woodham Walter Parish Council.
Held at 8pm in Women's Club, Top Road, Woodham Walter.

Monday 13th February 2012

Present:

Cllr. James Bunn (Vice Chairman)
Cllr. Andrew Newland
Cllr. Gill Orford
Cllr. Joanna Symons
Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)

Christine McDonald (Village Agent – in attendance until 8.20pm)

Public: 2

630. Welcome Cllr. James Bunn welcomed those present to the meeting.

631. Apologies For Absence Apologies were received and accepted from Cllr. Mark Durham;
Cllr. David Potter and Essex County Councillor, Penny Channer.

632. Register of Declared Interests Cllr. Peter Warren declared a personal interest in agenda item 7.3 the planning application at Woodham Walter Primary School as he lives next door. There were no other interests declared and the book was duly signed.

633. Public Forum There were 2 members of the public present.

James and Lucy Neale were in attendance regarding the planning application at Chamberlain Cottage as they are the owners. They explained their proposed plans for the house and answered councillors questions. Christine McDonald, the Village Agent gave an overview of her role for the benefit of those present. Village Agents have training from over 100 organisations and agencies to help their work. Most recently they have learnt about Will writing and Farm Watch. It was also noted that Mrs McDonald had visited the Rectory Road footpath (see ref: 642.3) and had cut back some vegetation. Mrs McDonald left the meeting room at 8.20pm. Clerk reported on idea by Simon Kerr from Old Chapel Stores that there should be a text notification service similar to the email service which the clerk has started. Clerk sends out a group email to residents informing them of useful information, for example that the refuse & recycling service was delayed by a day following the snow. This information had been very well received and clerk is happy to add others to the group email if email addresses are forwarded. Councillors concluded that the email service is sufficient and they do not support the idea of a texting service as there would be a financial implication and emails are free of charge.

634. The Minutes Of Parish Council Meeting Held On 9th January 2012 were approved as a true record of the meeting and duly signed.

635. Matters Arising

635.1 (443.1) Village Footpath Map - Cllr. Bunn continues to investigate. He has spoken to a Charlie Maddie a printer who has offered his services and to John Kaye who has offered to provide electronically produced artwork. Cllr. Warren to lend the definitive footpath map. Clerk to forward Cllr. Bunn the OS login details.

635.2 (588.5) Allotments – Water pipe cover – Cllr. Orford confirmed that the Allotments Assoc will attend.

636. Planning – APPLICATIONS

636.1 HOUSE/MAL/11/01128 Chamberlain Cottage, Little Baddow Road

Demolition of parts of the existing property, including single storey extensions and erection of a part two storey and part single storey extension.

Councillors thought that the proposed plans would improve the look of the building and had no objections. Clerk to write accordingly. James & Lucy Neale then left the meeting room at 8.35pm

636.2 LBC/MAL/12/00076 Whitehouse Farm, Blue Mill Lane

Additional conservation rooflights in lean-to roof. (NB: Retrospective)

Councillors commented that they are generally opposed to retrospective applications but as they would not have had any objections if the plans had been made before the works they concluded that they had no objections. Clerk to write accordingly.

636.3 CC/MAL/07/12 Woodham Walter Primary School, The Street

The continued use of two temporary class bases until 31 August 2017.

Councillors had no objections. Clerk to write accordingly.

637. Planning - DECISIONS

637.1 HOUSE/MAL/11/00841 Jasmine House, Blue Mill Lane

APPROVED (DEL)

Placement of two brick piers to support wooden gates.

637.2 HOUSE/MAL/11/00955 Ambleside, Rectory Road **APPROVED (NW)**

Proposed erection of single storey oak framed garage, incorporating two bays for vehicles, one for domestic workshop/store.

Councillors commented that it would have been useful to have known during their deliberations that the plan for the existing integrated garages is to convert them into living accommodation under permitted development rights. Clerk to write to MDC and make this point.

638. Other Planning Matters

638.1 FUL/MAL/11/00953 Herbage Park, Herbage Park Road

Proposed addition of 26 new timber holiday lodges plus associated infrastructure within the existing Herbage Park Holiday Park.

It was noted that the decision of the North Western Area Planning Committee was to delegate the final decision to the Premises and Licensing Committee with a recommendation to APPROVE the application with strengthened conditions for the additional 26. It was also noted that MDC have opened a file for enforcement of conditions on the existing approval for 48 lodges.

Councillors understood the reason why the application was recommended for approval as there were not sufficient planning reasons that it should not be approved but they concluded that the conditions need to be fully effective to ensure that the development is for holiday purposes only. There needs to be clarity of use and councillors would be interested how condition 5 can be enforced?

Councillors concluded that they look forward to seeing the new recommendations to the Planning & Licensing Committee and would make representations at this meeting dependent on this new report. Clerk to write and request clarification on what Condition 5 actually means in practice.

638.2 FUL/MAL/11/00982 Albany Orchards, Old London Road **WITHDRAWN**

638.3 MDC Planning Workshop – Cllr. Newland reported that he had attended this workshop which had looked at: Infrastructure Planning – a schedule to support the new Local Development Plan; a Community Levy which would be a % on development to produce a fund for delivery of infrastructure.

Lawful Development Certificates – including change of use, where the onus is on the applicant to provide proof. Enforcement – complaints need to be made in writing in order for MDC to action them. They need to be provided with evidence/queries in order to investigate.

638.4 Morning Planning Roadshows – Chelmsford/Maldon – South Woodham Ferrers on 24th February. Cllr Newland and Clerk to attend.

638.5 Lodge Farm – clerk to enquire with MDC regarding works to buildings at Lodge Farm. Works have been observed and the Parish Council is not aware of any permitted development or lawful development notices.

638.6 Minerals Development Document (including ref: Whitehouse Farm Site in Woodham Walter) – it was noted that the timetable for the publication of the Submission MDD has been delayed, with consideration having to be given to: Essex County Council's tightly constrained finances; the need to progress the WDD to Submission stage also by the end of 2012 (to meet Government requirements); the significant changes happening with the National Planning Policy Framework; the new Localism Act, and the potential changes to the managed aggregate supply system. All of these have an impact on how quickly progress can be made. Whilst every effort is being made to progress as quickly as possible, in reality it is likely to be the autumn before the Submission MDD is published. Publication of the Submission Waste Development Document would follow closely behind. The Minerals and Waste Development Scheme (the formally agreed timetable) will be updated very shortly, and regular updates will be provided on the Essex County Council website at www.essex.gov.uk/planning to keep all informed of progress.

639. Payments The following payments were authorised/cheques duly signed.

639.1 e-on –Monthly DD

639.2 A&J Lighting Solutions – Monthly DD

639.3 Douglas Tonks Ltd - Monthly DD: Mrs J Bannerman – re: Clerks Salary/Monthly Allowance/ Expenses/ HMRC payment and Douglas Tonks Ltd re: Payroll services

639.4 EALC (Roles & Responsibilities course – Cllr. Symons) £40.00

639.5 Mrs Joanna Symons (Councillor travel expenses for attending training course)

639.6 Woodham Walter Women's Club – Hire of Meeting Room Jan-Dec 2011 £77

639.7 Maldon District Council – Election expenses for uncontested election £63.24

639.8 A&J Lighting Solutions – DD - £71.39 (NB: includes reduction following DD collected in error on 1/12/11)

640. Other Financial Matters

640.1 Grass Cutting Tender. Six quotes had been submitted. Cllr. Warren and Clerk had assessed quotes and it was agreed to shortlist 4 companies. Clerk to clarify some points and seek references with a view to awarding the tender at the next meeting.

640.2 Computer Grant for clerk – councillors generally in favour of awarding a grant but deferred decision to next meeting as Cllr. Durham was not in attendance.

640.3 Councillor training courses – councillors approved expenditure for Cllr Newland and Cllr. Orford to attend Councillor Training Day 1 course. Following attendance on Day 1 course they will review if they would like to attend the Day 2 course. It was noted that Cllr. Bunn is interested in attending the Advanced Councillor Training course in June. Councillor Symons had attended a Roles & Responsibilities course and found it very useful.

640.4 Receipt of payment from UK Power Networks re: Bell Meadow £8.39

641. Report Of The District Councillor and Essex County Councillor Cllr Channer had submitted a report which was copied to councillors she reported that ECC budget was approved as planned with a 0% increase on the county element. She had responded to the Waste Development Document regarding Tyndales.

642. Highways

642.1 Ref: 3047205 Salt bin - clerk pleased to confirm that the salt bin has finally been refilled. It was noted that Councillor Penny Channer had also intervened in the long running saga.

642.2 Winter Salt Bag Scheme. Thanks to the team of volunteers who worked hard to clear the snow from troublesome areas. ECC Highways have offered to deliver a second pallet and clerk has requested this after checking that Colin Warner is happy to store it. It was noted that other volunteers have come forward to assist.

642.3 Ref: 1634088 Footpath, Rectory Road. Awaiting response/Clerk has chased again.

642.4 Ref: 62151-1R-SB – Footpath, Mead Pastures. Highway Rangers to attend. Cllr. Orford to inspect.

642.5 Ref: 63327 – Broken Finger Post - Curling Tye Green Jct with Manor Road/CTLane. Reported for replacement.

642.6 Noted road signs missing/damaged at Manor Road junction with Cut-a-Twart Lane. Also Curling Tye Lane junction with Old London Road. Clerk to report.

643. Local Issues

643.1 **Bell Meadow/Playground.** The book was duly signed, there were no reported incidence. It was noted that the meadow was well used during the recent snow.

643.2 **Footpath Officer Report** - Cllr Warren had no information to report.

643.3 **One Place On Wheels - Woodham Walter.** Next visit including mobile police vehicle – t.b.c. - awaiting up to date timetable. **Neighbourhood Meeting** – for Wickham & Woodhams on Thursday 1st March at 7pm, Wickham Bishops Village Hall.

643.4 **School Report** - there was no report.

643.5 **Allotments Report** - Cllr Orford confirmed that the contract has been renewed with the field owners Mr & Mrs Maynard until 2015. The AGM takes place on 8th March. There are currently 2 on the waiting list.

643.6 **Queen's Diamond Jubilee Report** - Cllr. Symons reported on successful first meeting of working group. Plans for a street party along Top Road on Monday 4th June from 1pm-3pm plus ideas to extend the afternoon on the school field - ideas include stalls, races, face painting, fancy dress etc. Cllr. Orford commented that the event should be significantly different to other village events e.g. School fete and Bell Meadow Day. Clerk continues to investigate memento for children.

643.7 **Diamond Jubilee Village History Project** – No update available.

643.8 **Community Speed Watch** Further sessions to be organised when weather improves.

643.9 **Litter** - Village Litter Pick was cancelled due to weather and a new date set for : Saturday 25th February. Bags along Cut-a-twart Lane reported.

643.10 **Broadband** Awaiting repeater transmitter to be fitted which should bring further areas of the village under the coverage of Fibrewifi.

643.11 **Village Agent** see minute ref. 633

643.12 **Emergency Planning** Cllr. Newland to report at next meeting.

643.13 **Annual Parish Meeting & Report** It was noted that the date is set for Tuesday 10th April. Clerk has requested reports from local organisations.

643.14 **Crime Report** – concerned to note a 4x4 vehicle was stolen from Stivvy's Road on night of 8th Feb.

644. Correspondence

644.1 Little Baddow Parish Council – Annual Assembly – Wed 14th March, 7.30pm Cllr. Bunn and Cllr. Warren plan to attend, clerk to inform Cllr. Potter.

644.2 Essex Biodiversity Project Celebration Meeting – Wed 29th February. Clerk to pass to Colin Warner.

644.3 Allotment & Leisure Gardener Magazine

644.4 ECC – Civic Service – Sunday 29th April at 3pm, All Saints Maldon. Clerk to forward to Cllr. Durham.

644.5 Equality Act 2010 Consultation (deadline 2nd March) It was decided that there was no response.

644.6 RCCE Essex Village & Best Kept Village of the Year – it was decided that we would not enter.

644.7 Essex Connects – a new online community directory which is a searchable database of voluntary and community organisations at www.essexconnects.org.uk

645. Points Of Information

645.1 Cllr. Orford had an interesting meeting with the new site manager at Wood Corner.

646. Date of Next Parish Council Meeting: Monday 12th March 2012 at 8pm in Womens Club Room, Top Road.

Signed

Dated

Meeting ended at 10.30pm