

## **MINUTES**

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

**Monday 8<sup>th</sup> November 2010**

### **Present:**

Mark Durham (Chairman)  
Angus Neale  
Claire Robinson  
Peter Warren

Others: Jacky Bannerman (Clerk) Cllr. Henry Bass from the District Highways Panel.

Public: 4

**338. Welcome** Cllr. Mark Durham welcomed those present to the meeting.

**339. Apologies For Absence** Apologies were received and accepted from Cllr Colin Warner and Cllr James Bunn (both away). This meeting marks the 5<sup>th</sup> consecutive absence for Councillor David Potter who is temporarily residing in Scotland due to family commitments. Councillor's agreed that this temporary situation is acceptable as Cllr Potter is a valued member of the team. Clerk to keep Cllr. Potter informed of rules and decision to allow continued absences if necessary.

**340. Register of Declared Interests** There were no interests declared and the book was duly signed.

**341. Public Forum** There were 4 members of the public present. Cllr Durham outlined the rules for allowing public to make their comments regarding items on the agenda or other local issues.

Chris Wheadon was in attendance to update councillor's on the incident in WW Common involving a cyclist and horse (minute ref: 334.3). He has discussed with Leanne Sargeant from Essex Wildlife Trust and they suggest erecting additional signs, he will liaise with parish council when he knows the precise details. Mr Wheadon also informed councillors that he and his wife have now planted the daffodils on the Memorial Garden. Cllr. Durham thanked Mr Wheadon for doing this.

Mark Harrison was in attendance as he has recently moved to the village and was interested to attend the meeting. He informed councillor's of his intention to re-submit a plan for a driveway at his property with more clarity and detail. Cllr. Durham informed that the Parish Council generally have ongoing issues with the change of use of agricultural land but that when the application is submitted it will be given consideration. Mr Harrison is also keen to be included in any litter picking as required. Clerk to liaise on available "Adopt-a-Road" areas.

Marilyn Kerr was in attendance with Simon Kerr as the new owners of the Old Chapel Stores & PO in the village. They thanked the Parish Council and whole village for the welcome and support received at the shop since taking over. They also asked the Parish Council to consider offering support for a grant which they have applied for to improve the facilities at the shop. The trees are to be pollarded and investigate the repainting of the telephone box. They are keen to hear local comments.

Councillor's agreed how lucky the village is to have the shop and post office and that the Parish Council will be happy to offer support where they can.

The public forum was closed and Mr Wheadon left the meeting room at 8.20pm, all others remained.

**342. Minutes Of The Parish Council Meeting Held On 11<sup>th</sup> October 2010** The minutes were approved as a true record and the book was duly signed.

### **343. Matters Arising**

343.1 (257.3) School Playground – Risk Assessments Cllr. Neale reported that he had read the risk assessments and that they were excellent, a full and comprehensive report. Clerk reported that she had received from the school a list of equipment for our records and to update the dual use agreement. Councillor's felt that the information was not sufficient and clerk will go back to school and request EN1177 manufacturer/installation coding and inspection dates.

343.2 (255.4) War Memorial Shelter Maintenance. Clerk reported that despite others initially indicating they would be submitting quotes, only one had been received from Rob Hamilton:

*Apart from several broken slates, the roof is in good order, works that need to be done: To replace broken slates, replace missing/rotten fascia board, cut back ivy to allow painting, Paint (undercoat and white gloss) all woodwork including internal timber ceiling. Quote for all materials and labour £465.00.*

Councillor's agreed that the quote detailed works as expected and the cost was also as expected and acceptable. Councillor's are aware of and happy with the standard of Rob Hamilton's previous work.

Cllr. Robinson proposed and Cllr. Neale seconded the awarding of the tender to Rob Hamilton. Clerk to contact.

343.3 Dog Fouling – Clerk had looked into the cost of Dog waste bag dispensers from JRB Enterprises £79.00 for dispenser plus fixings. Pack of Standard Bags (800) £26.00. Councillor's agreed that this was too much money to spend and not considered necessary.

#### **344. Planning – APPLICATIONS**

344.1 HOUSE/MAL/10/00937 19 Rectory Road

Two storey and single storey rear extension and addition of window to flank elevation at first floor level. This application had only recently been received and was currently circulating to councillors. It was noted that the application was for a slight reduction in size to the previous application which had been objected to by councillors and refused by Maldon District Council. Cllr Warren to carry out neighbour consultation. Clerk to liaise with councillor's and if in agreement a letter will be duly written.

#### **345. Planning - DECISIONS** None To date

#### **346. Other Planning Matters**

346.1 Falconers Lodge. Councillor's ask clerk to write and ask Mr Woodger to keep up the pressure.

346.2 MDC – Maldon District Conservation & Design Awards 2010. The judges were impressed by Hoe Barns but it was not among those that have received an award.

346.3 Meadows - Following on from discussions last month, clerk reported on a comment/concern from Cllr. Warner: How can the Agricultural order now be complied with? If they must be engaged in agriculture/ horticulture what's to stop another barn being given approval?... and the whole cycle repeating? Councillor's share Cllr Warner's concerns but unless an application is received there is nothing that can be done.

346.4 Wood Hall - Clerk received report of building works near Woodham Walter Common. Cllr Durham has investigated. The works are taking place at Wood Hall which has a current planning approval to increase the size of the house to 8 bedrooms and a new design roof which will be higher than existing. The scaffold erected will be for temporary roof while the house roof is off. No further action required, expect local authority to visit as part of normal building control measures. It is not anticipated that there will be any impact to Woodham Walter Common.

#### **347. To Authorise Any Payments Due**

347.1 e-on – Monthly DD It was noted that the account is currently in credit. (Minute ref: 331.1)

347.2 A&J Lighting Solutions – Monthly DD

347.3 Clerks Salary + Allowance/Expenses

347.4 Audit Commission Fee - £158.63 (Annual Audit)

347.5 Universal Services £39.36 (Inspection of Football Posts)

#### **348. Other Financial Matters**

348.1 Receipt of Parish Precept 2011/12 paperwork. Our tax base figure for 2011/12 is: 281.80, this is calculated based on the number of Band D equivalent properties in the area. The deadline for the return of the Precept form is Friday 14<sup>th</sup> January 2011. Councillors need to consider/notify clerk of budget requirements to be discussed at December meeting with a view to confirming the precept requirement at the January Parish Council meeting.

348.2 Budgets & Service Prioritisation – invitation received from DHGPC's and direct from Fiona Marshall (Chief Exec. MDC) to attend meeting on **15<sup>th</sup> November at 7.30pm in the Henry Samuel Hall, Steeple Road, Mayland** which will discuss the consequences of future budget cuts.

Cllr. Durham and Robinson confirmed they will be attending.

**349. Report Of The District Councillor** No report had been received.

#### **350. Highways**

350.1 Cllr. Durham invited Cllr. Henry Bass to address the meeting. Cllr Bass represents Woodham Walter on the new Area Highways Panel and encouraged the Parish Council to submit suggestions for the new Localism Rangers for example cutting back overgrowth at gateways and other minor projects/jobs. It would be a good idea to come up with a list so that the Ranger can attend the village for a day to carry out works. They do not deal with pot holes. The panel are currently prioritising budget requirements and at present there are no applications for works from Woodham Walter.

Cllr Durham thanked Cllr Bass for attending the meeting, Cllr Bass left the meeting room at 8.55pm. Councillor's to consider list of works for Localism Ranger in due course.

350.2 (194.16) Road enforcement signage outside School on The Street. Nothing further.

350.3 Herbage Park Road. Clerk has been informed there has been a delay with the contractor but it is hoped work to repaint gateway lines will be completed (weather permitting) by end of the month.

350.4 Salt Bin – this has arrived. Clerk enquired why there is not a concrete plinth and has been informed that as a general rule they are not installed on a hard standing. Councillor's remain concerned about salt causing the grass to die back and Cllr. Durham will install some slabs under the bin when it is next empty. Clerk to circulate information on salt bin scheme.

### **352. Local Issues**

352.1 **Bell Meadow/Playground** The book was duly signed, there were no reported incidents.

352.2 **Footpath Officer Report** There was nothing to report. Cllr. Warren has arranged for the annual walk around Woodham Walter Common on 23<sup>rd</sup> November.

352.3 **Woodham Walter Common Responses** received following reporting of horse/cyclist incident: Nicky Coleman PROW Maldon District Officer: *"our view is along the same lines as the Parish Councillors that both parties were entitled to be there, more care and consideration should be taken by all users and that increasing signage would not be desirable."*

Leanne Sargeant, Reserves Manager, Essex Wildlife Trust: *"I was thinking of approaching the lady in question and ask her thoughts on raising awareness about this issue and I was wondering about putting something in the Danbury Journal this month, as I have a fairly regular slot in there. If you do come up with other issues or ideas about this issue please do contact me or Chris."*

Councillor's to consider carefully any application for additional signage.

352.4 **Crime Report for Woodham Walter.** No information to report from police. Clerk has spoken with local farmer who has reported problems with hare coursing in parish and surrounding area.

Next visit of mobile police unit – Wednesday 10<sup>th</sup> November 2.15-3.15pm at WW Village Hall.

352.5 **Neighbourhood Action Panel** Thursday 11<sup>th</sup> November – Wickham Bishops VH 1900-2030.

352.6 **School Report** Clerk had received and read out letter from school regarding removal of Bell Tower. The Parish Council do not have the necessary power to allocate funds to educational establishments. No further response necessary.

352.7 **Allotments Report** Cllr. Neale reported that the allotments are now ½ way through the trial period, all plots are filled and there are 4 on the waiting list.

352.8 **Community Speed Watch** 4 new volunteers have come forward bringing the total including existing volunteers to 10. Clerk to arrange training which will be advertised in the hope that more people come forward. Clerk to arrange rota following training. Ivor Brearley has returned equipment.

352.9 **Litter** No report.

352.10 **Village Agent** No report.

352.11 **Mike Woodcraft Report** So far 68 copies have been sold. There are still a number of copies available at the shop or from clerk. Councillor's agree to wait until the end of the year before making payment to Alzheimer's Society.

352.12 **Bus Services** Clerk has received report from regular user that the service has now improved.

352.13 **Memorial Garden** Noted the daffodil's have been planted. Clerk to thank Mr & Mrs Wheadon.

352.14 **Old Chapel Stores** – correspondence received from Simon & Marilyn Kerr at Old Chapel Stores requesting Parish Council support the shop in an application to the ECC Vital Communities Scheme for a match funding grant to improve the village shop facilities. They intend to landscape the area surrounding the shop and pollard the trees and hedges. Also provide seating and benches. In order for their application to be considered a letter of support from the Parish Council is required. Councillor's ask clerk to write accordingly.

352.15 **Mr & Mrs Addle** – Cllr. Durham reported on tragic situation with this couple who live in Top Road and who are in need of support with their housing requirements. Mrs Addle is terminally ill, currently her husband will not be allowed to remain in the house on her death, due to inherited tenancy rights. This is causing tremendous distress for the couple in what is already a very distressing time for them.

Councillor's feel that it is the Parish Council's duty to support parishioners where they can and ask clerk to write a letter to Moat Housing offering our support to Mr Addle's wish to remain in the property in this exceptional case.

### **353. Miscellaneous**

353.1 Website – Councillor's discuss posting draft minutes on website before they have been officially approved. To be discussed at next meeting.

353.2 Agendas etc – Cllr. Robinson requested receiving agenda etc by email. Other councillor's would prefer to continue receiving monthly paperwork but also an email version. Clerk to arrange.

353.3 Remembrance Sunday – Cllr. Durham to attend Service at St Michael's to lay the wreath on behalf of Parish Council. Cllr. Durham to clear previous year's wreaths and sweep shelter.

### **354. Correspondence**

354.1 Letters received from Priti Patel MP regarding Maldon District Council Planning Department.

**355. Points Of Information**

355.1 A couple of parishioners have enquired if the new illuminated sign outside Old Chapel Stores requires planning permission. Clerk to investigate.

355.2 Cllr Robinson enquired if the Parish Council could take advantage of a scheme to receive 60 trees. Discussion concludes that there are not enough places to put them.

355.3 Cllr Durham informs that he is taking part in the Farleigh Hospice Santa Fun Run and would appreciate sponsorship support. <http://www.justgiving.com/Mark-Durham>

**356. Date of Next Parish Council Meeting: Monday 13<sup>th</sup> December 2010.**

Signed

Dated

**Meeting ended at 9.50pm**