

MINUTES (DRAFT)

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

Monday 8th April 2019

Present:

Cllr. John Tompkins (Chairman)
Cllr. John Brown
Cllr. Jenny Hughes
Cllr. James Rushton
Cllr. Joanna Symons
Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)
Cllr. Henry Bass (District Council)

Public: 4

2535. Welcome Cllr. John Tompkins welcomed those present to the meeting.

2536. Apologies For Absence Apologies were received and accepted from Cllr. James Bunn.

2537. Disclosure of Interests/Consideration of Dispensations To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-10 inclusive of the Code of Conduct for Members. (Members are reminded they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

There were no interests declared and the register was duly updated.

2538. Public Forum

There were 4 members of the public present. All were in attendance regarding the Planning Application 19/00330/COUPA at Oak Farm. The following comments were noted:

- Would like to see the building renovated but thinks 5 dwellings is too much.
- Concerns regarding the car park and highways issues
- Supportive in principle but the proposal is too intense
- Concern that the Juliet balconies could overlook adjacent property
- Concerns that the junction at Oak Farm Road/Tom Tit/Old London Road has been the location of several accidents over the years. This is a dangerous junction.

2539. Minutes of Ordinary Parish Council Meeting held on Monday 18th March 2019 were approved as a true record and duly signed.

2540. Matters Arising from the minutes.

There were no matters arising.

2541. Planning – APPLICATIONS

2541.1 19/00330/COUPA Land at Oak Farm, Oak Farm Road

Prior approval of proposed change of use of agricultural building to a dwellinghouse (use Class C3) and for associated operational development.

Comments were noted regarding:

- There are some inaccuracies in the submission. Old London road is not a dead end, it is a rat-run short cut by-passing the A414 into Maldon.
- Wall cladding will be replaced as will the roof whereas the application form makes reference to the roof only not the cladding.
- D&A statement does not state whether the areas included are net or gross which is relevant as Class Q precludes **any** increase in size.
- Reference to the 11 accessible bus routes is unrealistic.
- Hibbett judgment (2016) directs that all operations or work falling within the statutory definition of development require planning permission. The extent of the replacement cladding, roof replacement and considerable new openings in both walls and roof constitutes a rebuild rather than a conversion and should be classed as development which is non-compliant with Part Q and the application fails totally on this point.

- WWVDS describes the setting as purely rural with views over open farmland. The site is located at one of the entrances to the village albeit some distance away from the core.
- Five dwellings are considered excessive in number for this site and exacerbate the necessary car park and amenity space provisions.
- Proposal would be stark by contrast as the frontage is taken up with car parking and fails to make positive contribution to the character of the area.
- Local residents advise on a number of non-reportable vehicle traffic accidents on this road.
- Unscreened parking area will be visible across a wide range of open country.
- The cladding and fenestration fail to recognise the area characteristics.
- Concerns raised regarding car park lighting that would be unacceptable in this rural location.
- The amount of amenity space for each dwelling appears to be sub-standard and non-compliant with the Maldon Design Guide.
- Provision of small dwellinghouses is applauded but there is no indication as to whether these will be 'affordable' or otherwise.

Discussion concluded that Councillors strongly object to this application and recommend refusal by reason of the following:

- The proposal does not appear to be compliant with part Q of the General Development Permitted Development Order. By reason of the extensive external works including totally new cladding, extensive new fenestration and total re-roofing including respective support and insulation systems the proposals are beyond the scope of conversion and constitute rebuilding.
- The external bulk, design, treatment and extensive car parking on this significant corner site is considered to be harmful to the character and appearance of the locality, the street scene and surrounding area contrary to the NPPF, policies D1 and H4 of the MDC Local Development plan, the MDC Design Guide and the Woodham Walter VDS.

Clerk to liaise with Cllr. Tompkins and respond to MDC accordingly.

The public then left the meeting room at 8.30pm.

2541.2 19/00214/HRN Warren Golf Club

Remove 70m of hedgerow from southern side of car park.

It was noted that the application had been received and will be responded to using delegated powers so long as it is not considered controversial and there is agreement from councillors.

2542. Planning – DECISIONS

2542.1 HOUSE/MAL/19/00124 Wincroft (High Prospect), Little Baddow Road REFUSE (DEL)
Side extension. Alterations to roof. Pitched roof added to existing garage.

Clerk to write to the Planning Officer and draw attention to the Woodham Walter VDS document which should have been quoted alongside the other relevant reasons for refusal.

2542.2 HOUSE/MAL/19/01481 Thornberry, Rectory Road APPROVE (DEL)

Single storey side extension. Single storey front porch. Revised design to allow a garage door to the front elevation for access benefits. Alteration to boundary treatment.

2542.3 LDP/MAL.18/01377 Summerfield, Spring Elms Lane APPROVE(DEL)

Claim for Lawful Development Certificate for a single storey extension.

2543. Other Planning Matters

2543.1 Enforcement – there were no updates.

2543.2 There were no other Planning Matters.

2544. Reports Of the District/County Councillor

Cllr. Bass noted that the Council are currently in the Purdah period prior to elections on 2nd May. The transformation continues.

Cllr. Tompkins asked Cllr. Bass to investigate a request which had been made by the Church for a black wheelie bin which has so far not been delivered.

Cllr. Bass noted that this would be his final visit as District Councillor to Woodham Walter Parish Council and thanked the Council for the welcome received and wished the Council well for the future.

Cllr. Tompkins thanked Cllr. Bass for what he has done for the village.

2545. Payments

The following payments were authorised and cheques duly signed.

Ref:	Payee	Gross	VAT	Net
2545.1	E-on (DD)	31.73	1.51	30.22

2545.2	A&J Lighting Solutions (DD)	25.20	4.20	21.00
2545.3	Mrs J Bannerman (Estimate)	602.31	0.00	602.31
2545.4	Mr J Bannerman (Expenses - TSO Host)	71.98	12.00	59.98
2545.5	DW Maintenance	70.00	0.00	70.00
2545.6	EALC/NALC Affiliation Fees	174.24	0.00	174.24
2545.7	Payroll Fees (Estimate)	115.20	19.20	96.00

The following points to be noted:

2545.3 Clerks Salary includes usual 32 contracted hours plus additional 15 hours for Annual Parish Report.

2545.7 It was noted that Clerk is in the process of setting up a new Payroll system and that works would be completed and the final cheque for Clerk salary and Payroll fees would be settled with the Chairman/Vice Chairman outside of the meeting subject to the estimates provided.

2546. Other Financial Matters

2546.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
01-Apr-19	Opening Balance			10954.28
08-Apr-19	Transferred to Community A/C		1100.00	9854.28
Community Account				
01-Apr-19	Opening Balance	760.87		760.87
01-Apr-19	Uncashed cheques from 2018/19: 101527, 528 & 529		231.31	529.56
2-Apr-19	Party Tent Hire – Thomson	50.00		579.56
08-Apr-19	Transferred from Business Reserve	1100.00		1679.56
08-Apr-19	April Debits		1122.66	556.90

2546.2 End of year accounts 2018/19 Ongoing.

2547. Other Council Matters

2547.1 Woodham Walter Common. Essex Wildlife Trust. Await information re: agreement.

Date for Village Tour of WWC – The event on 6th April was postponed. New date set for morning of Saturday 1st June.

2547.2 Bell Meadow Village Association. Event planning continues.

2547.3 Allotments Association – it was noted that plots are being worked on with the onset of spring.

2547.4 Community Protection Team i) the following report was noted.

01/03/2019	12:40:00	13:10:00	0:30:00	Rectory Lane 1 x FPN litter
11/03/2019	13:30:00	15:00:00	1:30:00	Tru Cam M038 Rectory Road x 2 captures, Tru Cam M036 Church Hill x 0 captures, Check Bell Meadow
22/03/2019	12:00:00	13:00:00	1:00:00	Tru Cam M038 Rectory Road x 10 captures
26/03/2019	13:25:00	14:25:00	1:00:00	Tru Cam M037 Little Baddow Rd & M038 Rectory Rd x 3 captures

Clerk to request a Tru Cam visit during the morning rush hour and on a Saturday and will check if the Rectory Lane entry is correct – either it is Rectory Road or it is Woodham Mortimer.

2547.5 Bell Meadow Playground – Await Planning Application decision

2547.6 Clerks Progress Report - noted

2547.7 **Elections** – A Notice of Uncontested Election has been issued by the Returning Officer at MDC reporting that the persons named were duly elected Parish Councillors for Woodham Walter. They are John Brown, James Bunn, Jennifer Hughes, James Rushton, Jo Symons, John Tompkins and Peter Warren. Clerk to post the notification on the noticeboard and website. It was also noted that there is a contested election for the positions of District Councillor's and the information will also be posted on the noticeboard and website.

2548. Consultations/Questionnaires

There were none.

2549. Highways

2549.1 Sustrans Cycle Signposts– noted that two posts have been installed at West Bowers/Stivvy's Road junction as per the design which we responded to during the consultation - the Parish Council had reluctantly agreed/suggested that 1 post could be installed in a different suggested location which

would have been less obtuse and less dangerous. Councillors do not agree with the posts and request that they be removed. They are considered dangerous and obtuse. Clerk to write to Cllr. Channer.

2549.2 Footpath Works – County Councillor's nomination list – await information.

2549.2 Min. Ref: 2531.1 Wildflowers on Verges – Cllr. Tompkins has liaised with resident and advised accordingly.

2550. Local Issues

2550.1 Bell Meadow 1) Goalposts – Cllr. Bunn to install steel wire/clip fixings and submit expenses of approximately £32 to clerk. 2) There were no further issues/comments from inspections. 3) Clerk asked Councillors to ensure that the new trees are watered during their inspections.

2550.2 Footpaths Report. Cllr. Warren reported that the paths are generally in good condition currently. 2 fingerposts have been reported as requiring replacement (FP4 West Bowers Road and FP 6 Bassetts Lane).

2550.3 School Report – there was no information to report.

2550.4 Litter – Dog bin request received – There is a collection of dog poo bags which are being left at the entrance to Thrift Wood and there has been a request for a bin at this location. However, the problem is not at the road side and it is not on an official footpath but on private land so this is not something the Parish Council are able to pursue. Dog walkers are reminded that they should take their litter home for correct disposal or use one of the dog waste bins provided in the village at Bell Meadow or Top Road. Clerk will ask the CPT if this is something they would be able to investigate.

2550.5 Broadband Update. Cllr. Brown updated Councillor's that an information sheet had been emailed to residents on the Village Email list with information about the County Broadband proposal to install Fibre to the village but that this required sufficient orders by 29th April. Information is available by emailing the Parish Clerk.

2550.6 Zig Zag/Double Yellow Lines - no information to update.

2550.7 Telephone Box – works by volunteers to maintain the telephone box and install the defibrillator have commenced.

2551. Matters Raised by Local Residents

None.

2552. Correspondence

2552.1 Various items of correspondence have been emailed to Councillors or put in drop box.

2552.2 Emergency Plan information to be considered and adopted as necessary.

2552.3 Little Baddow Parish Assembly - Wednesday 15th May at 7.30pm

2552.4 Various Courses – it was agreed that clerk should investigate website accessibility course, Community Initiatives Fund briefing and attend the SLCC Annual Training Day in June. Consider attending playground course next year but it was agreed it was too soon this Summer.

2553. Points of Information and Items for the next Agenda

2553.1 Cllr. Tompkins informed that Priest in Charge, Rev. Canon Stephen Carter is due to retire. The diocese has proposed linking Woodham Walter and Woodham Mortimer with Purleigh Church.

2554. Date of Next Parish Council Meeting:

Date of next Ordinary Parish Council with Annual General Meeting Monday 13th May 2019 at 8pm in Women's Club.

Signed

Meeting ended at 9.20pm

Dated