

MINUTES

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

Monday 10th December 2018

Present:

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

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

Public: 0

2448. Welcome Cllr. John Tompkins welcomed those present to the meeting.

2449. Apologies For Absence Apologies were received and accepted from Cllr. Jenny Hughes and County Councillor Penny Channer.

2450. 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).

Cllr. John Tompkins declared a non-pecuniary interest in Planning application 18/01402 as the applicant is a neighbour. Cllr. James Rushton declared a non-pecuniary interest in Planning application 18/01402 as the applicant is a good friend.

There were no other interests declared and the register was duly signed.

2451. Public Forum

There were no members of the public present.

2452. To approve Minutes of Ordinary Parish Council Meeting held on Monday 12th November 2018

The minutes were approved as a true record of the meeting and duly signed.

2453. Matters Arising from the minutes.

There were no matters arising.

2454. Planning – APPLICATIONS

2454.1 FUL/MAL/18/01030 Highmead, Spring Elms Lane

Timber framed building containing 2No. stables and 1No. tack room.

Noted that consultation with councillors resulted in support for the application. The response was sent to MDC under clerks delegated powers in order to meet the deadline set by MDC.

2454.2 18/01402/HOUSE Ladram, 3 Brook Close

Proposed double garage and all associated works.

Councillors discussed and resolved to support the application.

2455. Planning – DECISIONS

2455.1 HOUSE/MAL/18/01119 5 Church Corner, Oak Farm Road APPROVE

Two storey and single storey extensions.

2455.2 LDE/MAL/18/01125 Shrubbery Farm, Curling Tye Lane APPROVE

Claim for Lawful Development Certificate for the existing use of land to the south of Shrubbery Farm as private amenity space serving Shrubbery Farm.

2455.3 18/01332/LBC The Bungalow, The Warren Golf Club GRANT LBC

Demolition of the laundry building with replacement building comprising wedding guest accommodation (Class C1 Use).

2455.4 18/01203/FUL The Bungalow, The Warren Golf Club APPROVE

Variation of condition 2 for approved planning permission FUL/MAL/18/00726 (Demolition of the laundry building with replacement building comprising wedding guest accommodation (Class C1 Use). Change in design to elevations and minor adjustment to plan.

2456. Other Planning Matters

2456.1 Parish Trigger update – no further information.

2456.2 Enforcement - to note the updates.

- Falconers Lodge Office – await update.
- Woodham View – await update
- Meadows Barn – investigation into field entrance – MDC response: If the entrances were created more than 4 years ago MDC are not able to take enforcement in respect of the alleged breach of planning control.

Councillors were concerned to see the unsatisfactory response and ask Cllr. Bass to investigate further. Clerk to forward information received from neighbours regarding the history of the site to Cllr. Bass.

2456.3 TPO 14/18 The Warren Golf Course including Bunsay Downs and Badgers Update re: Cllr. Bass had contacted MDC arboriculturalist and was advised that a visit had been made to investigate and no works appeared to have taken place since the last visit. Enforcement have been thorough in checking if any TPO or conservation breach had occurred which he believed there hadn't. Councillors thanked Cllr. Bass for the update.

2457. Reports Of the District/County Councillor

Cllr. Bass reported that the re-organisation at MDC continues and that some staff had been made redundant. Investment is being made to the IT and Telephone systems.

2458. Payments

The following payments were authorised and cheques duly signed. The following details were noted.

2458.1 E-on had sent notification of a deemed price change. Clerk to investigate alternative options.

2458.3 Clerk Salary and Allowance 32 hours + 6 hours Overtime re: Elections Course.

2458.4 Clerks Expenses includes padlock for new gate, postage and car parking for training course.

2458.10 Councillors approved a payment for MDC regarding Planning application for new playground at Bell Meadow. Final figure is to be confirmed but expected amount is £462. Await completion of cheque until application is submitted. Clerk to liaise with signatories outside of the meeting.

2458.1	E-on	24.87	1.18	23.69
2458.2	A&J Lighting Solutions	25.20	4.20	21.00
2458.3	Mrs J Bannerman	469.77	0.00	469.77
2458.4	Mrs J Bannerman (Expenses)	70.40	9.99	60.41
2458.5	DW Maintenance	70.00	0.00	70.00
2458.6	RCCE (Annual Membership)	52.80	8.80	44.00
2458.7	SLCC (Annual Membership)	122.00	0.00	122.00
2458.8	ALCC (Annual Membership)	40.00	0.00	40.00
2458.9	HMRC ¼ly payment	108.00	0.00	108.00
2458.10	MDC (Playground Planning Application) Estimate	462.00	0.00	462.00

2459. Other Financial Matters

2459.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
12-Nov-18	Balance			15938.40
03-Dec-18	Interest Received	9.01		15947.41
10-Dec-18	Transfer to Community A/C 60978876		1500.00	14447.41
Community Account				
12-Nov-18	Balance			449.06
10-Dec-18	Transferred from Business A/C 40622818	1500.00		1949.06
10-Dec-18	December Debits		1445.04	504.02

2459.1 2019/20 Budget – The draft budget was discussed. Councillors will consider any further budget requests with a view to the final budget and precept request being approved at the January meeting. Further consideration to be given to Community Grants, Memorial Shelter maintenance. Increase figures for insurance (subject to playground installation), add goal post maintenance. Consider Highways Devolution of PROW grass/verge/hedge cutting. Councillors consider it prudent to maintain sufficient reserves to protect against any possible future funding caps.

2460. Other Council Matters

2460.1 Woodham Walter Common. Essex Wildlife Trust. Further work will take place to formalise an agreement with EWT and the Parish Council. Cllr. Tompkins has drafted a document which all councillors are asked to consider and report back. The agreement will then be sent to EWT. Cllr. Tompkins proposed increasing the grant paid to EWT as the current amount does not reflect the task which is asked of them. To be given further consideration at the budget/precept setting meeting in January.

2460.2 Bell Meadow Village Association – No information to report.

2460.3 Community Protection Team - noted that 11 speeding offenders were reported in November.

2460.4 Bell Meadow Playground – councillors viewed the revised playground planning application and approved the location which has been carefully positioned to minimise the impact on the heritage assets along with the topography of the location. The Playground Working Party will now proceed with the document with a view to submitting the application early in the New Year. Cllr. Tompkins will speak to the Conservation Officer to seek his opinion in advance.

2460.5 Clerks Progress Report – This has now been updated posted to the dropbox.

2460.6 Risk Assessments – work in progress

2460.7 Standing Orders – Cllr. James Rushton proposed and Cllr. Peter Warren seconded that the latest version of the NALC Standing Orders be adopted with relevant revisions including an amendment to the wording of SO 15 b xv which now reads: The proper officer shall...

refer a planning application received by the Council to the Chairman or in his absence the Vice-Chairman (if there is one) of the Council within two working days of receipt to facilitate an extraordinary meeting if the nature of a planning application requires consideration at full council before the next ordinary meeting of the Council OR; To respond to the Local Authority using delegated powers where an application is non-contentious (having assessed comments received from councillors and liaised with the Chairman or in his absence the Vice-Chairman).

All Councillors agreed to the proposal.

2460.8 Annual Parish Meeting – the date was set for Monday 18th March 2019. It was agreed that the meeting should be held earlier in the year due to the District and Parish Elections which take place in May and the resulting advice that the meeting should not be held during the purdah period. Clerk will work on the Annual Parish Report which will be delivered to properties during early March.

2461. Consultations/Questionnaires

2461.1 Essex Highways Delivery Survey – noted but declined to respond.

2461.2 Essex Libraries Consultation 29th November – 20th February 2019. Proposal is for Danbury and Hatfield Peverel libraries to close as the report concludes that they are in Tier 4 and are not required to meet ECC's statutory duty. Maldon Library has been placed in Tier 1 and is not under threat of closure. Clerk and Chairman noted that a resident had written to the Parish Council with objections to the closure of Danbury Library. Councillors agreed that the closure of Danbury library would be detrimental to the residents of Woodham Walter including the book club which relies heavily on it; residents who appreciate the facilities. To note that residents have made representations to the Parish Council regarding concerns at the loss of Danbury library and that the village have already lost the Mobile Library service in the village. Clerk to respond.

2461.3 Draft Maldon District Green Infrastructure Strategy (Supplementary Planning Document)

To help the Council implement the Approved Local Development Plan for Maldon District (2014-2029) we would welcome your comments on the above document. The draft **Maldon District Green Infrastructure Strategy** provides further guidance on Policies N1, N2 and N3 of the Maldon District Local Development Plan regarding the Council's approach to the provision, improvement and enhancement of green infrastructure in the District. Once adopted, this Strategy will be a material consideration in the determination of planning applications. The consultation on the Strategy closes on **23 January 2019 at 4.30pm**. Cllr. Tompkins will review and suggest response at the January meeting.

2462. Highways

2462.1 Devolution and Public Realm/Highway Services. Cllr. Tompkins reported that he had attended a presentation that had raised more questions than answers. The proposed sum of £1000 was not considered to be sufficient grant for the devolved services which include PROW, grass, verge and hedge cutting. Await further information.

2462.2 Bassetts Lane/West Bowers Road – noted that the problems with road surface has been reported.

2462.3 Sustrans Cycle Signage – West Bowers Road. Councillors discussed the proposed positioning of the Cycle direction signage at the junction of Stivvy's Road and West Bowers Road. Councillors would still prefer either no sign (surely cyclists can read a map like walkers and other road users) or discreet markings on the road surface. But reluctantly agreed that a single post (to serve both directions) on the verge near to the tree could work. It was reiterated that the lane is very narrow and is a protected lane, the positioning of any signpost at this junction is very important so as not to impede the large farm vehicles which regularly use this route and intrude onto the grass central island. The verge is used in order to allow vehicles to pass each other so the post will need to be set well back from the roadside. Clerk to respond.

2463. Local Issues

2463.1 Bell Meadow 1) Gate at Bell Meadow – Councillors agreed to the quote for additional post/rails to be fitted and for replacement post for gate opposite church. Clerk to arrange.

2) Goalposts – Cllr. Bunn to complete works on anchor and cable tie the nets. 3) There were no further issues to report.

2463.2 Footpaths Report. Cllr. Warren reported that the village New Year's Day walk is to be re-instigated, meeting at 11.30am outside the Queen Victoria, returning approx. 1pm.

2463.3 Tree Report – Cllr. Warren reported that the Memorial Garden trees will be inspected during the Spring. It was noted that there are a number of electrical cables within the trees which are the responsibility of UK Power Networks. Noted that the tree works at the Queen Victoria had been arranged by the Brewery. Clerk to write to Grays to notify them of the Conservation Area status.

2463.4 School Report. The school are awaiting an Ofsted visit.

2463.5 Litter – Couple of fly tips in various locations reported.

2463.6 Broadband – It was noted that Fibre to the Premises (FTTP) is now available on request to properties along Old London Road. The new Superfast cabinets have been installed on Little Baddow Road and the latest information is that works to connect Fibre to the Cabinet (FTTC) should be completed on 12th February 2019.

2463.7 Zig Zag Lines. Clerk to chase up information and send to Cllr. Channer.

2463.8 Telephone Kiosk – it was noted that we have now received confirmation from BT that the decommissioning in respect of the kiosk has been completed (the telephony equipment has been removed) and that Woodham Walter Parish Council are now the legal owners. Clerk has attached a notice to the kiosk as required. It may be necessary to apply for Planning Permission for a change of use of the box as it is in the Conservation Area.

2463.9 Defibrillator update – Cllr. Tompkins reported that the equipment is now being kept at the school so is available during school opening hours. The school have offered their facilities for training sessions. Training for core leaders for each area of the village will take place. The committee are talking to volunteers regarding maintenance and installation of the equipment into the telephone kiosk and possibly some shelving for a book exchange. Cllr. Tompkins expects that insurance for the Defibrillator will be taken out by the Defibrillator/Church. The Parish Council are responsible for insuring the kiosk structure which has already been actioned.

2464. Matters Raised by Local Residents

2464.1 Missing fence outside Brookside. Councillors agreed that this is dangerous. There is a picket fence shown in photographs in the Conservation Area statement which has been removed. Councillors ask clerk to write to the householder to request that it is replaced. Clerk will also notify Planning/Enforcement. Councillors were surprised that Clerk's report to Highways resulted in them not considering it to be their responsibility. Clerk will also raise with Cllr. Penny Channer CC.

2464.2 Vandalism reported of Bird Scarer in Church Field. The farmer would much rather people liaised with them than cause hundreds of pounds of damage. Councillors were concerned to hear that the vandalism had occurred and agreed that any issues residents have would be far better dealt with by contacting farmers directly.

2465. Correspondence

2465.1 Various items of correspondence have been emailed to Councillors or put in drop box.

2466. Points of Information and Items for the next Agenda

There were no points of information.

2467. Date of Next Parish Council Meeting:

Date of next Ordinary Parish Council Meeting Monday 14th January 2019 at 8pm in Women's Club.

Signed

Meeting ended at 9.45pm

Dated