

## **MINUTES**

Minutes of Ordinary Meeting of Woodham Walter Parish Council.  
Held at 8.00pm in Woodham Walter Women's Club, Top Road, Woodham Walter.  
**Monday 9<sup>th</sup> June 2014**

### **Present:**

Cllr. Peter Warren  
Cllr. James Bunn  
Cllr. Joanna Symons

Others: Jacky Bannerman (Parish Clerk)  
District Councillor Henry Bass

Public: 2

**1203. Welcome** Cllr. Peter Warren welcomed those present to the meeting which was delayed until 8.20pm.

**1204. Apologies For Absence** Apologies were received and accepted from Cllr. Andrew Newland, Cllr. Mark Durham and Cllr. Angus Neale. It was noted that 3 members represents the quorum and that until the 3<sup>rd</sup> member had arrived the meeting could not open.

**1205. Declarations of Acceptance of Office** Councillors James Bunn signed his annual form. Cllr. James Bunn proposed that Cllr. Mark Durham sign his declaration at the next meeting. This was seconded by Cllr. Peter Warren and duly agreed.

**1206. Register of Members Interests** Members are reminded that the Disclosed interests' form should be updated whenever they have an update at any time of the year but needs reviewing at least on an annual basis (usually in May) in order to confirm that all details are up to date. The Maldon District Council's Local Code of Conduct which we adopted last year remains valid.

**1207. 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 were 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 to declare and the book was duly signed.

**1208. Public Forum** To receive the views of members of the public on items of business on the agenda or other village matters to be considered by the council. There were two members of the public present but no comments were made.

**1209. To approve the Minutes Of Parish Council Meeting Held On Monday 12<sup>th</sup> May 2014**  
The minutes were approved as a true record of the meeting and duly signed.

**1210. Matters Arising from Minutes of 12<sup>th</sup> May 2014** There were no matters arising.

### **1211. Woodham Walter Village Design Statement Working Party**

The questionnaires have now been delivered and most collected. The process of anonymous data analysis is now taking place. Councillors were pleased to note that there has been a very high response rate (70-80%). The committee are due to meet in July.

### **1212. Planning – APPLICATIONS**

**1212.1 HOUSE/MAL/14/00301 & LBC/MAL/14/00302 West Bowers Hall, West Bowers Road**  
Construct new garage to replace existing garage and bake house destroyed by storm. Councillors were impressed with the proposed design and quality of materials to be used. There would be no significant impact on the surrounding area. Councillors support the application.

### **1212.2 TCA/MAL/14/00386 Essex Waterways**

Various tree works over a 5 year period in accordance with tree management plan submitted. The application had been circulated in advance of the meeting and Councillors supported the application for the essential maintenance.

**1213. Planning – DECISIONS** There were no decisions to report.

### **1214. Other Planning Matters**

1214.1 St Michael's Drainage Easement – await signed document to be returned from PCC.

1214.2 Royal Oak Quarry. Cllr. Newland to review documents received.

**1215. Payments** The following payments were authorised and cheques duly signed.

1215.1 e-on –Monthly DD

1215.2 A&J Lighting Solutions – Monthly DD

1215.3 Mrs J Bannerman - Clerks Salary/Allowance including 26 hours

- 1215.4 HMRC Quarterly PAYE  
 1215.5 Mrs J Bannerman – expenses - Postage/Gift for internal auditor  
 1215.6 D Wallace (DW Maintenance)  
 1215.7 CPRE Membership Renewal  
**1216. Other Financial Matters**  
 1216.1 Summary of Accounts to date

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
12-May-14	Balance			13607.42
02-Jun-14	Transferred to Community A/C 60978876		1100.00	12507.42
09-Jun-14	Transferred to Community A/C 60978876		500.00	12007.42

<b>Community Account</b>				
12-May-14	Balance			654.21
02-Jun-14	Transferred from Business Reserve A/C 40622818	1100.00		1758.84
09-Jun-14	Transferred from Business Reserve A/C 40622818	500.00		1154.21
09-Jun-14	June Debits (Estimate)		581.79	572.42

### 1217. Report Of The District Councillor

Cllr. Bass reported that there maybe more funding available from the Local Enterprise Partnership for the broadband rollout. The funding may also be match funded by the county council. Coverage may therefore be increased. Cllr. Bunn raised concerns that Woodham Walter is incorrectly prioritised as BT currently believe that the village can get 8mg which is not the case. The best speeds in the village are 2mg. It was agreed it would be useful if readings could be gathered from several locations in order to make a more comprehensive assessment.

### 1218. Other Council Matters

1218.1 Councillor Vacancy. Two candidates have expressed an interest in the position. Ivor Brearley and Jan Cooke both attended the meeting to find out more about the role with a view to holding an election at the next meeting in July if they or any other candidates want to proceed.

1218.2 Tree Policy – clerk has received tree survey information from EWT regarding Woodham Walter Common. A copy of the EWT Tree Policy has been requested. It was agreed that the Woodham Walter Parish Council Tree Policy should be altered so that the survey is carried out in early September while trees are in full leaf. Policy to be altered.

1218.3 Risk Assessments – Cllr. Neale to report.

1218.4 Employee Annual Review – to be arranged.

### 1219. Consultations/Questionnaires None

### 1220. Highways

Clerk reported that there are still a large number of on-going highways issues. Clerk had most recently sent emails requesting updates on 3<sup>rd</sup> June – no response had been received to date. Clerk to forward emails to Cllr. Penny Channer.

1220.1 2286979 The Street –drainage problem adj to Lynton House. Water Co. seen working in the area. Highways have assessed and problem does not meet investigatory levels.

1220.2 Broken finger posts at The Warren entrance(ref:2235941)/Blue Mill Lane/Rectory Road junction (2275631). Await response to enquiry sent 3<sup>rd</sup> June.

1220.3 2298696 Curling Tye Lane –drainage problems. Awaiting inspection. Await reponse to enquiry send 3<sup>rd</sup> June.

1220.4 Potholes – await response to enquiry sent 3<sup>rd</sup> June. 2298685 Herbage Park Road ; 2322398 West Bowers Rd/junct. Rectory Road ; 2329152 Rectory Rd adj. Oaklands; 2329153 Stivvy's Road.

1220.5 2311641 Little London Lane adjacent to Ravens. Current status: Await site visit. Await response to enquiry sent 3<sup>rd</sup> June.

1220.6 2311676 (2269129) Blue Mill Lane adj. The Forge. Large re-occurring puddle reported. This has been inspected and assessed. Mr Green has also been in touch regarding the continued problem. Await response to enquiry sent 3<sup>rd</sup> June.

1220.7 Invitation to take part in the Winter Salt Scheme. Councillors confirm that they would still like to be included but stocks of salt/grit are currently sufficient.

### 1221. Local Issues

1221.1 **Bell Meadow/Playground.** There were no issues to report and the book was duly signed. Cllr. Bass suggested Clerk to contact Roy Read ab MDC regarding football nets.

1221.2 **Footpaths Report** Cllr. Warren reported: 1) Several of the footpaths are badly over grown, the worst being Footpaths 8, 14 & 36. Essex County Council are due to cut these in the next few days. 2) The tree fallen on FP23 near The Cats has been cleared. 3) There are various fallen trees on FP18 behind the Woodham Walter Ruins, but these are not unduly impacting on the path. 4) Cllr. Durham had forwarded a leaflet with a circular walk around the village, the leaflet is available from the Tourist Information office or can be downloaded from Essexwalks.com or via a link from the Woodham Walter Parish Council website.

1221.3 **School Report** Cllr. Symons reported that she is due to attend a full governor meeting next week.

1221.4 **Crime Report** No formal reports available but it is understood that a Landrover had been broken into at Church Corner, the vehicle was partly stripped of various parts. There has also been a theft from a shed in Stivvy's Road.

1221.5 **Litter** MDC have launched their Cleaner Essex Campaign in the Maldon District. Clerk to report the litter between The Warren and The Anchor.

1221.6 **Rectory Road Grass** It was noted that the grass has not been cut by Moat. Clerk to request it is cut and the cuttings collected. Cllr. Bass also volunteered to speak to his contact.

1221.7 **Essex Wildlife Trust** Cllr. Warren had reported back to EWT that their ideas had been well received; to install sheep enclosures and block off unofficial paths to aid maintenance – although it is acknowledged that as it is a Common, this gives the right to roam.

## **1222. Correspondence**

1222.1 Invitation to attend Armed Forces Day. Cllr. Bunn to attend.

## **1223. Points of Information**

**1224. Date of Next Parish Council Meeting:** Date of next Ordinary Parish Council Meeting Monday 14<sup>th</sup> July 2014 at 8pm in Women's Club.

Signed

**Meeting ended at 9.30pm**

Dated