

MINUTES

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

Monday 12th June 2017

Present:

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

Others: Jacky Bannerman (Parish Clerk)

Public: 1

2073. Welcome Cllr. Symons welcomed those present to the meeting.

2074. Apologies for absence. Apologies were received and accepted from County Councillor Penny Channer and District Councillor Henry Bass.

2075. 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 signed.

2076. Public Forum

There was one member of the public present.

Mr Stephen Turff was in attendance to comment on the planning application at Somerset, West Bowers Road. He is the applicant and outlined the proposal to councillors. He explained that the previous plans were incorrect and that he had misinterpreted the advice of the duty officer at Maldon District Council. It is his intention that the remaining paddock will remain as it is and just the proposed new drive will have a change of use. He explained that vision turning into and out of his drive is currently restricted towards/from the Bassetts Lane direction.

2077. To approve Minutes of Annual General Meeting with Ordinary Parish Council Meeting on Monday 8th May 2017 and the Extraordinary Parish Council Planning Meeting on Monday 22nd May 2017. The minutes of both meetings were approved as a true record and duly signed.

2078. Matters Arising from Minutes

2078.1 (1994.1) Brook. Cllr. Symons reported that she had been to see Mr Keep at Ferndale to discuss the issues which he has raised. It is understood that the Environment Agency have written to the land owner Mr Thomson and she informed Mr Keep of this. She explained that it appears to councillors that the river is flowing well although we do sympathise with him regarding the flooding he has suffered at his property. Mr Keep was invited to attend a future Parish Council meeting to raise his points directly, although it is felt that the Parish Council have done all that we can. He was also given advice that he could follow up his complaints with District, County Councillors and the local MP. Mr Keep had appreciated that Cllr. Symons had called on him.

Clerk informed councillors of information recently received regarding the Where Does Water Go Project and will forward this information to Mr Keep.

2078.2 (2048.12) Council's Freedom of Information procedure. It was agreed that a provision for time spent researching any request should be included as part of the charging structure. Clerk to re-word with a view to adopting at the next meeting.

2078.3 (2043) Parish Council Vacancy – the position can now be filled by process of co-opting. It is expected that this will not be able to be completed until the September meeting. Clerk will continue to advertise the vacancy and councillors will work towards encouraging candidates to come forward.

2078.4 (2048.9) Confirmation of arrangements for Insurance Cover – the insurance document was approved.

2078.5 (2057) Adrian Rayner from the Community Protection Team has accepted an invitation to attend the next Parish Council meeting on 10th July.

2079. Planning – APPLICATIONS

2079.1 FUL/MAL/17/00403 Somerset, West Bowers Road (amended plans)

Change of use of land from agricultural to residential and new access.

Whilst Councillors noted the objection from Highways they no longer have objections and support the application.

Mr Turff then left the meeting room at 8.45pm

2080. Planning – DECISIONS

There were no planning decisions to report.

2081. Planning – APPEALS

2081.1 APP/X15445/W/17/3172133 REF: FUL/MAL/16/01404 Falconers Lodge, Oak Farm Road
Retrospective – Use of building as a single dwelling house.

The Parish Council objected to the original application which was refused by MDC. It was agreed that the Parish Council should write to the Planning Inspectorate with further comments and to endorse the English Heritage report and the reasons for refusal given by MDC. Cllr. Tompkins will review and liaise with clerk.

2082. Other Planning Matters

2082.1 Woodham Walter Conservation Area. Await confirmation of Article 4 direction.

2082.2 Woodham Walter Village Design Statement. The final version of the VDS has been submitted to MDC and is on the agenda for the P&L meeting on 13th June. The officer recommendation is that it should be endorsed as a material consideration on planning decisions. Councillors look forward to hearing confirmation.

2082.3 Enforcement update.

i) Meadows Barn- MDC advise that enquiries into the above matter are now complete. It is considered that there is no breach of planning control that the Council can act upon.

ii) Warren Lodges – MDC advise that they are in communication with the park and an owner with regard to a breach of planning. If further enforcement action is taken they will inform.

iii) Lodge Farm – there is a current enforcement action at this location.

iv) Greenlanes – MDC inform that no breach has been found at the property, investigation is on-going.

v) Ranworth – Cllr. Tompkins checked the rules and confirms that the cart lodge appears to fall within the permitted development rules. Clerk has spoken to Mr Neale who also confirms this is the case.

2083. Payments The following payments were authorised and cheques duly signed.

2083.1 E-on –Monthly DD – £22.62 (inc. £1.08 VAT)

2083.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)

2083.3 Mrs J Bannerman - Clerks Salary 41 hours + allowance) £483.32

2083.4 Mrs J Bannerman – Expenses Total: £58.98

2083.5 HMRC ¼ly payment £161.60

2083.6 D.W. Maintenance £105

2083.7 Barclays Bank Charges DD £61.82

2083.8 Zurich Insurance £238.00

2084. Other Financial Matters

2084.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
08-May-17	Transferred to A/C 60978876		1200.00	19710.71
12-Jun-17	Transferred to A/C 60978876		1000.00	18710.71
Community Account				
08-May-17	Balance			534.32
17-May-17	Party Tent Income (Edbrooke)	50.00		584.32
30-May-17	Party Tent Income (Seaar)	50.00		634.32
9-Jun-17	Party Tent Income (Warner)	50.00		684.32
9-Jun-17	Party Tent Income (Purleigh PTA)	50.00		734.32
12-Jun-17	Transferred from A/C 40622818	1000.00		1734.32
12-Jun-17	June Debits		1155.28	579.04

2084.2 End of Year Accounts – Annual Return for the financial year ended 31 March 2016.

Clerk confirms that the Annual Return has been submitted to the auditor. Relevant documents are duly displayed on the noticeboard and the website as per the rules and Transparency Code dictates.

2085. Reports Of the County Councillor It was noted that Councillor Channer had emailed her report and the details were noted.

2086. Other Council Matters

2086.1 Woodham Walter Common – management agreement information being sought. Clerk continues to research and awaits a call back from Essex Wildlife Trust. To ask Danbury and Little Baddow Parish Council's if they have any suitable agreements in place. It was agreed that a formal agreement will need to include a management plan which the parish council can approve. Adam Rochester will be invited to a future meeting once research has been concluded.

2086.2 Bell Meadow Village Association – Cllr. Warren agreed to attend the next BMVA meeting as the temporary Parish Council representative.

2086.3 Allotments Association. There was no information to report.

2086.4 Pensions Regulator – Clerk/Chairman confirm that the relevant information has been completed.

2087. Consultations/Questionnaires

2087.1 Maldon District Design Guide – consultation now live. Councillors agreed they are generally in support of the document. It was agreed that Cllr. Tompkins will draft a response which will be circulated to all for comment.

2088. Highways

2088.1 There are a number of on-going highways issues which clerk is pursuing.

2088.2 Community Speed Watch – sessions have now begun to take place again.

2088.3 Bell Junction – grass has started to grow along with numerous weeds. It was noted that Sean from the Bell has cut the area and clerk has thanked him. Clerk will now ask DW Maintenance to include it during their cuts. Clerk has spoken to parishioner who is concerned with the parking on the verge where the post used to be before it rotted away – this was reported to highways a long time ago but did not reach their criteria and has therefore never been replaced – Councillors agree that parking should be discouraged here and generally along the Memorial Gardens but are not in favour of unsightly signage. It was agreed that DW Maintenance will be asked to cut the hedge which is reducing visibility for drivers turning out of Little Baddow Road, this will be done when they cut the Bell Meadow hedge in July. Regarding the gully/drain, councillors are still concerned that the water passes in the gap between the kerb and the drain. Clerk to report.

2088.4 Old London Road – the barrier repairs are due to take place on 17-19 July. Road closure notice received.

2088.5 Little Baddow Road footpath. There is no longer any facility for re-reporting this problem now that the email service has been withdrawn. Clerk to raise with Cllr. Channer.

2088.6 Other road closure notifications received: 5-16 June - Spring Elms Lane, 19-30 June- Little Baddow Road. 8-21 June - Manor Road, 9 June - Crouchman's Farm Road (Between Bumfords Lane and Ashfield Farm Road), 17-19 July - Old London Road – replace missing/damaged rails & poles.

2088.7 Winter Salt Scheme – invitation to take part in this years scheme. It was confirmed that we do want to continue to be included in the scheme but we have sufficient Salt stocks.

2089. Local Issues

2089.1 Bell Meadow/Playground. 1) Fallen Tree - Cllr. Warren confirmed that works were carried out by The Warren. Cllr. Warren has written to thank them. 2) Air Cmdre. Sismore memorial bench. Works are due to commence. 3) Gate at Bell Meadow – Await information from UK Power Networks. 4) Hedging to fill gaps – It was agreed that clerk should apply to the Woodland trust for a hedge pack of 30 Species: dogrose, hawthorn, hazel, crab apple, dogwood. A working party will be needed in the Autumn for planting. 5) There were no other issues to report and the book was duly signed.

2089.2 Footpaths Report. Cllr. Warren reported that the recent rains had produced lots of weeds making some paths impassable including FP18. FP14 is now difficult to navigate due to collapsing oil seed rape. FP12 from Water Pumping Station to the Warren has now been cleared. The fallen tree along FP22 has been cleared by Lee Hughes with thanks to the two landowners, Mr Carter and Mr Maynard. Cllr. Warren is due to walk the footpath near Wood Corner to ascertain if works have been carried out - the report is no longer available on the Highways system. Clerk reported that Essex and Suffolk Water had written to acknowledge our letter of thanks following the repairs to the bridge near the pumping station after vandalism.

2089.3 School Report. – Cllr. Symons reported that she and Clerk had met Headteacher. The School are currently checking their insurance arrangements with regards to the grounds being locked. The headteacher remains concerned that it needs to be locked, we have explained that the Parish Council do not consider this our responsibility and that there is no appetite or volunteers to provide locking/unlocking rota. We have given details of automated locks and they are going to investigate

further. The time may come where the Community facility at the school is withdrawn and we will have to consider alternative options such as a play area at Bell Meadow.

2089.4 Crime/Police Report. There were no reports. It was noted that the Police.uk website is not sufficiently up to date, the most recent reports available are for March.

2089.5 Litter. There were no reports.

2089.6 Broadband – concerned to note that the Superfast maps have been updated and the dates have changed from June/July 2017 to estimated date of September 2018! Clerk has enquired if this is correct given that works are taking place along Spring Elms Lane, but received response from Superfast Essex that this is correct. There are still roadworks scheduled from 5-16 June along Spring Elms Lane and 19-30 June along Little Baddow Road for BT duct work. Councillors were dismayed at the Superfast news and ask clerk to write to County Cllr. Channer along with the relevant Cabinet Member, District Councillors and Priti Patel MP. Clerk will also circulate the information via the Broadband email to members of the village who have expressed an interest.

Members of the Broadband Working Party are currently investigating the Essex Wifi service.

2089.7 Vehicle Activated Sign – Clerk has received request for information which will be completed.

2089.8 Zig Zag Lines – the application has been submitted to the Local Highways Panel who immediately responded that it should go via the South Essex Parking Partnership – although original advice from SEPP was that I should apply to LHP! Clerk will complete new application document and re-apply.

2089.9 Village Archive – Cllr. Symons thanked Cllr Tompkins for a very comprehensive report on investigations for storage at Village Hall. It was agreed that a tangible cost and tentative agreement from other parties (e.g. Women's Club, Village Hall, Church) be obtained. Cllr. Tomplins will continue to investigate.

2089.10 Bus Services – it was noted that the recent survey/tender agreements indicate that Bus 31A which had been proposed for withdrawal will in fact be run by a different bus company with timetable changes. Once these details are known this will be communicated.

2090. Matters Raised by Local Residents

There were no matters raised.

2091. Correspondence

2091.1 Various items of correspondence have been emailed/drop box for councillors information.

2091.2 Anglian Water Private Pumping Stations Campaign – information that any property owners with a private pumping station should automatically transfer responsibility to Anglian Water.

2091.3 Chairman of MDC, Cllr. Henry Bass – letter to enquire about any events/functions that he can attend.

2091.4 Making the Links June – Flood and Water management, Where does water go project.

2092. Points of Information

2092.1 Cllr. Symons away for 10th July meeting. Cllr. Rushton to chair.

2093. Date of Next Parish Council Meetings: .

Date of next Ordinary Parish Council Meeting Monday 10th July 2017 at 8pm in Women's Club.

Signed

Meeting ended at 10.25pm

Dated