

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 12th September 2016

Present:

Cllr. Joanna Symons (Chairman)
Cllr. James Bunn
Cllr. Mark Durham
Cllr. James Rushton
Cllr. John Tompkins
Cllr. Peter Warren

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

Public: 2

1873. Welcome Cllr. Joanna Symons welcomed those present to the meeting.

1874. Apologies For Absence Apologies were received and accepted from Cllr. Jenny Hughes and County Cllr. Penny Channer.

1875. 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.

1876. Public Forum Mr John Williams and Mrs Sue Williams were in attendance. Mr & Mrs Williams thanked the Parish Council for the support and help received regarding the recent Planning application OUT/MAL/16/00398 adjacent to his property which had been refused by Maldon District Council. They also commented on the planning application HOUSE/MAL/16/00894; that they thought the existing garages were built contrary to the approved plans several years ago but that MDC did not carry out any enforcement proceedings. They have no real objections to the current plans which is for a large extension, but would not want to see a separate dwelling created at the site.

1877. To approve the Minutes of Ordinary Parish Council Meeting on Monday 11th July 2016 and Extra Ordinary Planning Meeting held on Monday 25th July 2015.

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

1878. Matters Arising from Minutes

1878.1 Air Cmdre. Sismore memorial bench on Bell Meadow. Await response from family.

1879. Planning – APPLICATIONS

1879.1 HOUSE/MAL/16/00894 Meadows Nursery, Bassetts Lane

Single storey rear extension, infill extension to ground floor front roof overhang, conversion of garage to home office and erection of new detached 3 bay cartlodge.

Cllr Tompkins was interested to note the pre-submission comments from the officer at MDC and consider that these highlight the difference between the VDS and the Planning Officer approach. It is a shame the VDS is not regarded as an emerging document and that the comments and plans were therefore not compliant with the VDS guidance. This is especially true regarding the advice for the location of the cartlodge to be set back in the site which means the whole frontage becomes hard landscaping at this important corner of the village which goes against the advice of the VDS. It was also noted that the pitch of the cartlodge roof remains very high.

However, in conclusion councillors did not have specific objections and decided to support the application with a suggestion that a condition placed on the approval that the buildings shall only be used for those purposes ancillary and incidental to the use of the dwelling house and not for any commercial or business purposes and that it cannot to be used as a separate habitable dwelling. Cllr. Symons/Warren will visit the neighbours as a courtesy which had not been carried out prior to the meeting.

1880. Planning – DECISIONS

1888.1 HOUSE/MAL/16/00529 15 Rectory Road
Single storey rear extension.

APPROVE (DEL)

- 1888.2 HOUSE/MAL/16/00573 Robins Wood, Twitty Fee **APPROVE (DEL)**
Single storey rear extension and erection of new car ports.
- 1888.3 OUT/MAL/16/00398 Land between Beightons and Barrow Cottage, Bassetts Lane **REFUSE (DEL)**
Outline planning application for two bedroom detached bungalow, lay out parking and amenity areas, stop up existing access and form new vehicular and pedestrian access onto Bassetts Lane.
- 1888.4 FUL/MAL/16/00389 Waggerys, Hop Garden Lane **APPROVE (NW)**
Erection of replacement dwelling, garage and outbuildings (amendments to previously approved design under FUL/MAL/16/00030)
- 1888.5 FUL/MAL/16/00569 Stable Block at The Warren House **APPROVE (NW)**
To extend extant planning permission granted under FUL/MAL/14/00119 for the conversion of stable building to provide a new five bedroom house.

1886. Planning – APPEALS

- 1886.1 FUL/MAL/15/00047 Land adjacent to Whitegates, Herbage Park Road
Residential development comprising 11 dwellings. Appeal ref: APP/X1545/W/15/3130915
Await decision from inspector – there is no timescale as to when this decision will be made.

1887. Other Planning Matters

- 1887.1 Woodham Walter Conservation Area Consultation. Maldon District Council is consulting on the proposal to designate a conservation area in the village. The justification for this and what it will mean for residents is explained in a document titled [Woodham Walter Conservation Area Proposal and Character Statement](#) which can be viewed at St. Michael's Church in Woodham Walter, at the Maldon District Council offices or on the MDC website. The consultation is for an eight-week period beginning on 11 August 2016 and will end on 06 October 2016. It was noted that MDC have written to all properties within the proposed Conservation Area although the consultation is open to all. After the consultation it will be MDC who decide whether to adopt the Conservation Area. Councillor's concluded that the document is very good, it has been well considered and well written and the Parish Council appreciate the work that has gone into producing the document. Clerk to write a letter of support for the document and also offer our thanks.
- 1887.2 Woodham Walter Village Design Statement. Cllr. Tompkins reported that observations had been received from Planning Officers and he is due to meet with David Beattie to discuss.
- 1887.3 LDP update – the examinations in public are unlikely to take place before the new year. There has been a further hold up regarding the Gypsy and Traveller allocations as the sites are no longer available. MDC have recently issued a statement regarding the 5 Year Land Supply which is now stated as 6.4, this information has been sent to the planning inspectorate.
- 1887.5 Enforcement – it was noted that enforcement investigations are continuing. Further information had recently been supplied to MDC Enforcement Team regarding Warren Lodges.
- 1887.6 Danbury/Runsell Green Development proposal from Gladman. Councillors were concerned to see the proposal but it is thought that no planning application has currently been made and therefore no response will be made. Clerk will check that this is just a preliminary proposal and not at application stage.

1888. Payments The following payments were authorised and cheques duly signed including noting the August payments.

August Payments (Further to minute reference 1856.7)

- 1888.1 E-on –Monthly DD £17.81 (inc. £0.85 VAT)
1888.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)
1888.3 Mrs J Bannerman - Clerks Salary 28 hours & Allowance & Holiday pay £444.32
1888.4 DW Maintenance £360
1888.5 Maldon District Council £96.00 (inc. £16.00 VAT) Street Party

September Payments

- 1888.6 E-on –Monthly DD £17.81 (inc. 0.85 VAT) await invoice
1888.7 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)
1888.8 Mrs J Bannerman - Clerks Salary 28 hours & Allowance £341.72
1888.9 HMRC ¼ ly payment £118.60
1888.10 DW Maintenance £390
1888.11 Essex Field Fencing Ltd £360 (inc. £60.00 VAT) Replace rotten gate posts
1888.12 DPL Production Lighting £410.00 (inc. £82.00 VAT) PA system for Bell Meadow Day – BMVA to reimburse.

1889. Other Financial Matters

1889.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
11-Jul-16	Balance			12974.66
02-Sep-16	Transferred to Community A/C 60978876		700.00	12274.66
05-Sep-16	Interest Received	1.70		12276.36
12-Sep-16	Transferred to Community A/C 60978876		1500.00	10776.36
Community Account				
11-Jul-16	Balance			782.16
15-Jul-16	Party Tent Income (Lane)	50.00		832.16
21-Jul-16	Party Tent Income (Arnold)	50.00		882.16
02-Sep-16	Transferred from Business Reserve A/C 40622818	700.00		1582.16
16-Aug-16	August Debits		942.07	640.09
16-Aug-16	Credit from cancelled cheque 101349 WWWC	22.50		662.59
07-Sep-16	Essex Association of Local Councils Training Refund	15.00		677.59
12-Sep-16	Transferred from Business Reserve A/C 40622818	1500.00		2177.59
12-Sep-16	September Debits		1744.07	433.52

1889.2 To change signatories on bank account. Confirmation from Barclays Bank that the mandate has been updated.

1889.3 Quarterly Accounts Review – Chairman has reviewed the accounts and bank statements as part of the internal control measures. Clerk to prepare the next ¼ ly review of accounts to end of September.

1189.4 Return of cheque from Woodham Walter Women's Club who decided not to charge to Parish Council for the hire of the meeting room for the Queen's 90th Street Party meetings.

1890. Reports Of The District Councillor & County Councillor

It was noted that a report from County Councillor, Penny Channer has been emailed to all councillors. Cllr. Durham reported that there have been some issues in the district generally including Woodham Walter with the new waste collection service. There have been some routing and technical issues which are being resolved and Suez have now made some staff changes to address problems. Food waste collections have increased from 21%-80% and general recycling has also increased.

Cllr. Bass asked if the Parish Council had had a response regarding Superfast Essex and suggested a further letter be written asking for more precise information. Minute ref: 1894.6. Cllr. Bass then left.

1891. Other Council Matters

1891.1 Woodham Walter Common. No information to report.

1891.2 Bell Meadow Village Association. Cllr. Durham reported that the event had been a success.

1891.3 Allotments Association. Cllr. Rushton reported that the annual BBQ had taken place.

1891.4 Emergency Plan – on-going.

1892. Consultations/Questionnaires

1892.1 Local Bus Network Review Consultation – Ends Wednesday 28th September 2016. This questionnaire includes Woodham Walter Bus services 5 and 31A which are under review. Completion of the questionnaire is essential by as many people as possible to ensure that a service is maintained for the village. Councillors discussed the importance particularly of the Thursday/Saturday morning service to Maldon which is an essential service for several villagers.

1892.2 Hatfield Peverel Neighbourhood Plan – Whilst the plan has been viewed it was agreed that no response was necessary from the Parish Council.

1893. Highways

1893.1 There are a number of on-going highways issues which clerk is pursuing. A number of the matters are now reported on the highways site as "do not currently meet criteria", clerk will therefore request a copy of the criteria.

1893.2 It was noted that Curling Tye Lane is scheduled for closure on 11th October. (BT works)

1893.3 Clerk to query why the white lines down the middle and edges of the roads have not so far been re-painted following the surface dressing works.

1893.4 Little Baddow Road – pavement adjacent to Cartref – clerk to chase up.

1893.5 The Street – broken manhole cover – clerk to chase up.

1894. Local Issues

1894.1 Bell Meadow/Playground. 1) Oak tree on West side of Bell Meadow fallen from Bell Grove. Cllr. Durham to investigate and report to The Warren as it has fallen from their land. 2) It was noted that new gate posts/fence at bottom of meadow have been installed. 3) Councillors decided that Bell Meadow should be cut at the end of September and end of October. 4) Concerns regarding security of Bell Meadow – action required to ascertain where services run under ground at site of proposed new gate (Testing equipment was picking up a signal both sides of the track). Cllr. Warren has been investigating but there is no knowledge of any electricity cables along the top of the meadow. It is possible that there was an old experimental search light or that ESW had power to the old pumping station. Clerk to enquire with Essex & Suffolk Water. If no firm information can be established, then it will be suggested that the hole should be dug manually. 5) To note that the playground had been closed on a few occasions during the school holidays, enquiries with the school found that the caretaker was using the incinerator and had closed for safety reasons. Cllr. Symons to liaise with Head Teacher/Governors regarding expected opening hours now that the gates are locked and request that if it is closed that a sign is put out to explain and notify when it will re-open. 6) There were no further reports and the inspection book was duly signed.

1894.2 Footpaths Report – Cllr Warren reported that the parish paths on the ECC rota had been cut. There are still some trees blocking FP12 between Waterworks and Warren which have been reported to the Warren (unfortunately they have had chain saws stolen in a recent burglary so are unable to cut at present). The path that runs near the ruins has been cleared by ECC contractors. Cllr. Channer had responded to our request for help regarding the dangerous tree on FP36. ECC have sent a letter to the land owner and will re-inspect. Regarding the gate at FP19, the gate has now been removed by the land owner who has kindly agreed to take this on (having given up waiting for ECC) and will re-instate the gate by swapping the pedestrian/vehicle gates so that the pedestrian gate is on the school side which is where the official line of the footpath runs.

1894.3 School Report. No information to report.

1894.4 Crime/Police Report – Report of break-in at Gun Hill farmyard.

1894.5 Litter – new campaign launched by MDC “Don’t toss it, bin it” or get a £80 fine; Clerk has reported the litter between the Anchor and Warren to Chelmsford City Council for litter picking.

1894.6 Broadband. Response received from Penny Channer regarding Superfast Essex. Councillors felt that the response was still not satisfactory as it did not offer any firm information about when Woodham Walter will be connected or if there would be any impact on Superfast Essex/BT roll out plans if residents sought private solutions such as County Broadband. Clerk to write again and ask when is WW getting Superfast Broadband. Why was Woodham Walter missed out of the original plans? And a definitive answer regarding the future impact of private solutions specifically if residents in the outlying areas who are not currently on the Phase 2 roll out seek independent solutions how will this affect the central area of the village? After getting a firm decision in writing a meeting will be arranged. Councillors agreed that forming a small working group to analyse all the information would be a positive step forward.

1894.7 Wheelie bin stickers – These are available to properties in the 30mph zone: Rectory Road, The Street, Herbage Park Road, Oak Farm Road, Little Baddow Road.



















1894.8 Vehicle Activated Sign – Response received from Local Highways Panel (LHP):

As part of the LHP Scheme Validation process two automatic traffic counts, collecting seven day speed/volume data, were carried out and the data fed into the validation process. The team also looked at the road traffic collisions along Church Road and Rectory Road. The LHP scheme validation team advised that based upon the recorded average speeds the sites do not meet the criteria for a Speed Indicator Device (SID). The policy for the installation of a SID is that the average speeds need to be at least 5mph over the posted speed limit. The Validation team did note that there was some evidence of speeding, including some vehicles travelling over 35mph, though these occur mainly during the hours of darkness. If the Parish Council wishes to pursue the installation of a SID it would require specific sign-off by the ECC Cabinet Member for Highways & Transport who could consider the request and decide whether to go against policy. The LHP scheme validation team did recommend that a review was undertaken of the 30 mph speed limit repeater signs, to consider their size/visibility/locations.

Councillors were somewhat surprised by the results and disappointed that no funding will be available from the County. The results are contrary to the perception and based on average speeds. Cllr. Durham will speak to the ECC Cabinet Member for Highways and Transportation to ascertain if approval for a device against policy will be supported. The Parish Council will then need to pursue the private purchase and installation of the equipment using funds already awarded from Bell Meadow Village Association along with contingency funding from the precept.

1895. Correspondence

1895.1 Various items of correspondence emailed to councillors/in the drop box – noted. Cllr. Bunn to forward information on Flood Programme Grants to The Bell.

					
Superfast Essex Programme Update - regarding Essex Coun	Parish Update	MDCVS Newsletter 61.pdf	Maldon District Council news release	Maldon District Council news release	Maldon District Council news release
					
Making the Links September 2016.pdf	Making the Links August 2016.pdf	Local Bus Network Review Consultation	LCLC meeting minutes 01.06.16. dra	Kids Inspire- can you help .msg	Hatfield Peverel Neighbourhood Deve
					
Flood Programme Grant Guidance Notes	EALC E bulletin Friday 26th August.m	EALC E bulletin Friday 9th September	Changes to recycling centres.msg	Application for FRM funding generic.docx	100 Day Report.pdf

1895.2 Letters of thanks for grants from Essex Wildlife , Women’s Club, St Michael’s Church and Village Hall. (Included in circulation envelope).

1895.3 UK Power Networks – information on new national phone number ‘105’ which has been launched for customers to call to report or get information about power cuts in their area.

1896. Points of Information

1896.1 Cllr. Tompkins commented on the problem of groups of cyclists riding through the village taking up the width of the carriageway. It was agreed that whilst this is acknowledged as a problem there is nothing that can be done.

1896.2 Cllr. Symons Cllr. Tompkins and Cllr. Durham had attended the licensing of the new vicars at St Michael’s Church.

1897. Date of Next Parish Council Meetings:

Date of next Ordinary Parish Council Meeting Monday 10th October 2016 at 8pm in Women’s Club.

Signed

Meeting ended at 10.15pm

Dated