

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 14th September 2015

Present:

Cllr. Peter Warren
Cllr. James Bunn
Cllr. Angus Neale
Cllr. Joanna Symons
Cllr. John Tompkins

Others: Jacky Bannerman (Parish Clerk)

Public: 0

1609. Welcome Cllr. Warren welcomed those present to the meeting.

1610. Apologies for Absence Apologies were received and accepted from Cllr. Mark Durham, Cllr. James Rushton, District Councillor Henry Bass and County Councillor Penny Channer.

1611. 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.

1612. Public Forum There were no members of the public present.

1613. To approve the Minutes of Parish Council Meeting Held On Monday 10th August 2015
The minutes were approved as a true record of the meeting and duly signed.

1614. Matters Arising from Minutes of 10th August 2015

1614.1 Email address. It was agreed that if councillors want to set up different email addresses for parish council business this is something they can do themselves at no cost to the Parish. They do not support the proposal for a .gov email address.

1614.2 Risk Assessments – Universal Services have carried out the annual safety inspection regarding the goal posts at Bell Meadow had certified them as safe. They suggest the goals should be secured to the ground with turf anchors. Councillors do not consider that this is necessary.

1614.3 Tree Policy – on-going.

1614.4 Community Engagement Strategy. Councillors approved the policy and duly adopted it.

1614.5 Emergency Plan – on-going.

1615. Planning – APPLICATIONS

1615.1 FUL/MAL/15/00590 Warren Lodge Park, Herbage Park Road

Variation of conditions: holiday accommodation occupancy period on approved planning permission. Due to be decided by NW Area Planning Committee on 14 September. It was noted that further representation detailing evidence for our objection had been sent to the Officer and Members as agreed by email with councillors.

1615.2 LBC/MAL/15/00915 Warren Golf Club, Old London Road

Alterations to clubhouse.

Councillors were concerned that there were a number of discrepancies in the application. The drawings do not appear to reflect the description in the design and access statement regarding the porch. It was also not clear what was the intention for the old threshing barn door original opening. Clarification on material selection and construction type is required before councillors can conclude their response.

1615.3 FUL/MAL/15/00925 Warren Golf Club, Old London Road

Erection of pergola for weddings.

Councillors support the application.

1616 Planning – APPEALS

1616.1 FUL/MAL/15/00047 Land adjacent to Whitegates, Herbage Park Road

An appeal has been received by the Planning Inspectorate in respect of the Council's decision to refuse planning permission. Our original letter of representation has been forwarded to the Planning Inspectorate.

Clerk to forward original response to Councillors for review. Councillors remain strongly opposed and a further letter to the inspector will be agreed if considered necessary before the 8th October deadline.

1617. Planning – DECISIONS

1617.1 ESS/MAL/15/00750 WW CofE Primary School, The Street **APPROVE**
Retrospective application for the extension of the existing playground with repairs to existing playground including resurfacing.

1617.2 HOUSE/MAL/15/00791 2 Redgates, Old London Road **APPROVE (DEL)**
Proposed 1½ storey extension and new windows. Replace roof tiles.
It was noted that the application had been submitted to regularise alterations to the existing approval (windows and roofing).

1617.2 HOUSE/MAL/15/00591 Robins Wood, Twitty Fee **APPROVE (DEL)**
Rear extension, garage conversion and new bedroom above garage.

1618. Other Planning Matters

1618.1 Woodham Walter Conservation Area. Clerk/Cllr. Tompkins reported that discussions are continuing.

1618.2 Falconers Lodge – It was noted that Cllr. Durham had enquired and found that procedures were being followed.

1618.3 Development Plan Document Consultation for Rural Housing Allocations, Rural Employment Allocations and District Travellers Allocations. Deadline 31st October.

Councillors were concerned at the amount of work the District were putting on Parish Councils and there was scepticism as to how much notice will be taken of the answers given. The maps provided are considered inadequate as they only show the centre of the village and not the entire parish. Clerk to request an electronic copy of the questionnaire which will be forwarded to Cllr. Tompkins and Cllr. Bunn who will compile draft answers. Cllr. Tompkins and Cllr. Symons will attend a drop-in consultation session.

1619. Payments The following payments were authorised and cheques duly signed.

1619.1 e-on –Monthly DD £17.81 (inc. 0.85p VAT)

1619.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)

1619.3 Mrs J Bannerman - Clerks Salary & Allowance - 25 hrs plus holiday pay- £413.02

1619.4 DW Maintenance £420

1619.5 DPL Production Lighting Ltd £468.00 (inc. £78.00 VAT) Hire of PA system for Bell Meadow Day. (BMVA to reimburse)

1619.6 HMRC ¼ly payment £112.80

1619.7 PKF Littlejohn LLP £120.00(inc. £20.00 VAT) Audit - Annual Return

1620. Other Financial Matters

1620.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
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Business Reserve A/C

10-Aug-15	Balance			10886.78
07-Sep-15	Interest Received	1.48		10888.26
14-Sep-15	Transferred to Community A/C 60978876		1100.00	9788.26

Community Account

10-Aug-15	Balance			588.48
17-Aug-15	Party Tent Income (Purleigh Gdnrs)	35.00		623.48
09-Sep-15	Bell Meadow Village Assoc.	390.00		1013.48
14-Sep-15	Transferred from Business Reserve A/C 40622818	1100.00		2113.48
14-Sep-15	September Debits		1575.57	537.91

1620.2 Audit – receipt of Annual Return for the year ended 31 March 2015. The report has been received and on the basis of the review of the annual return PKF Littlejohn LLP confirms that the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There were no matters to be drawn to the attention of the council. The notice of conclusion of the audit and right to inspect the annual return will be displayed on the noticeboard along with a copy of the certified Annual Return. This will also be available on the parish council website as per the new Transparency Code for smaller authorities.

1620.3 Silver Threads grant. Mrs Ann Mulley had contacted the clerk regarding the grant received. Councillors discussed the amount of the grant in light of the fact that the group has dwindling numbers

and agreed to honour the grant this year which will fund transport and Christmas lunch costs for members but this will be reviewed for the 2016 grant.

1620.4 Grass Cutting – it was noted that the grass cutting contract for the year is approaching the scheduled 12 cuts and that this was likely to be exceeded due to the growing season. It was also noted that the grass cutting contract would expire at the end of the season and a tender process would need to take place. This is to be concluded in time to include in the budget.

1621. Report Of The District Councillor Cllr. Mark Durham had sent a written report which was read out including information on: Local Development Plan – MDC await further news; Rural Allocations and Traveller Sites – a call for sites has gone out to parishes and landowners. In respect of gypsy site allocations Cllr. Durham informs that he has campaigned hard to ensure that the ECC site at Wood Corner is not earmarked for expansion as by their own recognition, this site is already larger than their current model for new sites; Devolution - There has been a great deal of work done to prepare a bid to central government for a 'Greater Essex Authority'. The bid is based on 4 quadrants across the county with Maldon falling in the Heart of Essex with Chelmsford and Brentwood; Bradwell B - There has been speculation in the press recently that there may be an announcement that Bradwell B nuclear power station will be built by the Chinese sooner rather than later. The impact on the Maldon economy would be massive should this get off the ground; MDC Offices - the ground floor has been altered to accommodate the CAB and other organisations; Community Hospital - It is one of our key aims to provide a new community hospital for Maldon and there is a great deal of work going on with NHS England, The CCG and Provide. A year ago the prospect of a new hospital seemed further away than ever, but things are moving again now and we are hopeful that we are back on track; Planning Training - MDC planning department is still getting a considerable number of planning consultation replies that do not restrict themselves to valid planning reasons. This is meaning that more applications than necessary activate the parish trigger which is overloading the area committees. The planning department will be sending out a definitive list of what is a valid planning reason and what isn't. We are also planning to carry out some more training but this is more likely to be once we know the status of the LDP.

Councillors discussed Cllr. Durham's report and were concerned about the Planning Training implications. Councillors do understand that legitimate planning reasons are required in order to refuse an application but the Parish Council should retain the right to challenge and make a statement if they do not agree with an application. Sometimes comments are entirely valid but do not necessarily fall into a "valid planning reason". This Parish Council will continue to seek to be the voice of the community in the planning process. Councillors and the clerk are not professional planners and should not be expected to know all the intricate planning laws and reasons.

Report of the County Councillor Clerk to forward report including information on Devolution, Secondary school places application deadline, Safer Essex Roads Partnership and European Funding for business.

1622. Other Council Matters

1622.1 Village Design Statement. Cllr. Tompkins reported that a display with the character assessments had been on show at Bell Meadow Day. They are due to meet John Somers from MDC on 6th October to discuss. This will be followed by further modifications. Councillors thanked the group for their hard work and efforts so far.

1622.2 Woodham Walter Common – Clerk to speak to Adam Rochester.

1622.3 Bell Meadow Village Association – another successful day although it is understood that visitor numbers were down slightly this year but income was increased.

1622.4 Allotments Association – Cllr. Rushton had reported that he is awaiting a response to the proposed changes to the constitution.

1623. Consultations/Questionnaires None

1624. Highways

1624.1 There are a number of on-going highways issues which clerk is pursuing.

1624.2 It was noted that a recent survey had resulted in a number of potholes being repaired and several markings for future work.

1624.3 Common Lane Resurfacing: Clerk to write to Highways to enquire why this road was resurfaced at what must have been huge cost, ahead of other pot holes in the parish.

1625. Local Issues

1625.1 Bell Meadow/Playground. There were no issues to report and the book as duly signed. Cllr. Bunn to enquire about a single bar gate at the top entrance of Bell Meadow.

1625.2 Footpaths Report. The fallen tree across FP12 in The Warren has been removed. Investigations regarding the garden rubbish adjacent to Ferndale have concluded that it is from the homeowner.

1625.3 School Report – There is a governors meeting later this week.

1625.4 Crime/Police Report - No reports. Clerk to forward information on Dog Watch, Heritage Watch and Horse Watch initiatives.

1625.5 Litter - no reports.

1625.6 Broadband. The Superfast Essex maps have been updated and some areas of Woodham Walter are now listed as “*This area is due to be fibre enabled under the Superfast Essex programme, Phase 2a*”. There are still other areas outside of the centre of the village which are still listed as “This area is not covered by the Superfast Essex programme because records confirm there already are or should be fibre broadband services available as a result of commercial plans.”

1625.7 Vehicle Activated Sign – Clerk to forward draft document to Cllr. Warren.

1626. Correspondence

1626.1 WWVHA – thanks for grant

1626.2 Letter from Mr Keep at Ferndale regarding concerns about maintenance of stream. Clerk to forward information.

1627. Points of Information None

1628. Date of Next Parish Council Meetings:

Date of next Ordinary Parish Council Meeting Monday 12th October 2015 at 8pm in Women’s Club.

Signed

Meeting ended at 10.15pm

Dated