

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 December 2015

Present:

Cllr. Peter Warren
Cllr. James Rushton
Cllr. Joanna Symons
Cllr. John Tompkins

Others: Jacky Bannerman (Parish Clerk)
District Cllr. Henry Bass (in attendance until 10.15pm)

Public: 0

1676. Welcome Cllr. Warren welcomed those present to the meeting.

1677. Apologies for Absence were received and accepted from Cllr. Angus Neale, Cllr. Mark Durham, Cllr. James Bunn and County Cllr. Penny Channer.

1678. 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.

1679. Public Forum There were no members of the public present.

1680. To approve the Minutes of Parish Council Meeting On Monday 9th November 2015 and the Extraordinary Parish Council Meeting on Monday 30th November 2015 The minutes of both meetings were approved and duly signed.

1680. Matters Arising from Minutes of Monday 9th November and Monday 30th November

1680.1 Air Cmdr Sismore memorial bench on Bell Meadow. On-going.

1680.2 Request from Village Hall regarding a Dog waste bin. Having informed the village hall of the proposal to install the bin on the street light at the village hall they have responded "*a sign outside the hall seems to have resolved the dog poo problem for now so can we put this on hold & see how it goes*".

1680.3 There were no matters arising from Monday 30th November 2015.

1681. Planning – APPLICATIONS

1681.1 HOUSE/MAL/15/01192 Spring Elms Farm, Spring Elms Lane
Triple garage with storage over.

Councillors supported the application.

1681.2 FUL/MAL/15/01155 Warren Golf Club, Old London Road
Alterations to clubhouse.

It was noted that since the Listed Building application, the drawings now make clear that the threshing barn main service door opening will be retained and infilled with glazing over new entrance doors which will retain the original structure. Councillors also agreed that the main entrance proposal will not detract from the historic building.

However councillors still have concerns regarding the raising of the roof linking the two major buildings as outlined in our letter to the Listed Building application which Councillors were disappointed and annoyed had been disregarded by MDC despite agreeing an extension to the deadline. The roof currently has a non-standard pitch, the proposal alters the pitch and ridgeline which will take away its character. This will detract from the relationship of the two principle buildings, fails to give definition and alters the context and setting of the complex. The application therefore does not comply with MDC Policy D3 as it fails to enhance the special character, context and setting of the heritage asset and is not appropriate to its significance. Whilst councillors are broadly supportive of the motive for the application they do not believe that the proposal mitigates the adverse impact on the historic asset and therefore recommend refusal of the application.

1682. Planning – APPEALS

1682.1 FUL/MAL/15/00047 Land adjacent to Whitegates, Herbage Park Road
Await decision.

1683. Planning – DECISIONS None

1684. Other Planning Matters

1684.1 Woodham Walter Conservation Area. Cllr. Tompkins reported that there had been no response from Maldon District Council which is very disappointing and frustrating. This is now causing a delay to the Village Design Statement progress. It has been 3 months since requesting a meeting. Clerk to write to Head of Planning at MDC in an attempt to try and move things forward. Councillors appreciate how frustrating this must be for the volunteers of the VDS committee who have put in so much time and effort only to be held up in this way by officers of the District Council.

1684.2 MDC – notification that MDC will extend the statutory consultation period of 21 days to 28. There will not be any extensions past this deadline. Any consultations received after this period but before determination will be allowed as material considerations, but the parish trigger will not apply.

1684.3 Site Allocations Development Plan Document Briefing Note 2 – circulated to all councillors. Cllr. Durham had advised that as the maximum size of a Traveller Site is recommended to be 15 pitches (2 caravans per pitch) and that as Wood Corner is already in excess of this at 20 pitches, it is doubtful that it would be considered for development. Councillors have already written in response to the consultation and will continue to monitor.

1685. Payments The following payments were authorised.

1685.1 e-on –Monthly DD £17.23 (inc. £0.82 VAT)

1685.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)

1685.3 Mrs J Bannerman - Clerks Salary & Allowance – 37 hours (inc. extra meeting, parish clerks forum and transparency code course) £422.73

1685.4 HMRC ¼ ly payment £88.40

1685.4 Mrs J Bannerman Expenses – Postage/Car Park (Attending course) £30.10

1685.5 EALC Training Course £15.00

1685.6 SLCC (Society of Local Council Clerks) Membership renewal £103 It was agreed that membership of this organisation is essential to the role of Parish Clerk and that Councillors are also interested in information provided.

1685.7 A&J Lighting Solutions – Call Out/New Lamps-Top Road/The Street £142.80(inc.£23.80 VAT)

1685.8 Skippers Ground Maintenance £75.00 (inc. £12.50 VAT) Bell Meadow cut

1685.9 I.C.O. (Information Commissions Office) Data Protection Registration Renewal £35

1686. Other Financial Matters

1686.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
09-Nov-15	Balance			9188.26
07-Dec-15	Interest Received	1.18		9189.44
14-Dec-15	Transferred to Community A/C 60978876		1000.00	8189.44
Community Account				
09-Nov-15	Balance			527.49
14-Dec-15	Transferred from Business Reserve A/C 40622818	1000.00		1527.49
14-Dec-15	December Debits		953.20	574.29

1686.2 Grass Cutting Contract – Clerk and Chairman outlined the tender documents received and made recommendations for council to consider.

Cllr. John Tompkins proposed and Cllr. James Rushton seconded that the main grass/hedge cutting contact be awarded to the existing contractors D.W. Maintenance for the period 2016-2019.

Cllr. John Tompkins proposed and Cllr. Joanna Symons seconded that the ad-hoc grass cutting contract for Bell Meadow be awarded to Maldon District Council for the period 2016-2019.

Both proposals were unanimously accepted.

1686.3 Budget 2016/17 – consideration to budget/precept requirements for 2016/17. The draft budget was examined and discussed. To consider £250 budget for a possible Queen's 90th Birthday street party if there was felt to be enough interest from parishioners. The Bell Meadow Village Association had enquired if the Parish Council would consider funding the remainder of the Speed Indicator Device costs if they were to add another £1500 to the £2000 already granted in 2015. There would still be around £2000 required which would add approximately £7.40 per Band D property.

Along with other general increases in budgets this may amount to a 25% increase in the precept. Councillors to consider whether this would be acceptable or not for this one-off expenditure on behalf of the community. The grant funding which has been applied for will not be determined until after April 2016 so it is not known if this is likely to be successful or not. Clerk to work on projected costings and

forward information to councillors prior to the January meeting when the final budget and precept request will need to be sanctioned.

1686.4 Transparency Code for smaller authorities – Fund for smaller councils. Clerk attended the Transparency Code training session at EALC. There are a number of procedures which we have started doing this year in order to comply and there are a few more that need to be completed. The code is designed to put more power into citizens hands to increase democratic accountability. Transparency gives local people the tools and information they need to hold local public bodies to account. It is therefore down to local residents to check that the Parish Council are complying. There is government funding available to purchase computer equipment (up to £350 for a laptop), scanner (up to £100) and staff costs associated with complying with the Transparency Code. Clerk to investigate costs, although it was felt that £350 including software for a laptop was unrealistic and it may be necessary for the Parish Council to add additional funds in order to purchase the most appropriate equipment. The grant funding request needs to be agreed at the January meeting in order to meet the deadline.

1687. Reports Of The District Councillor & County Councillor

Cllr. Bass reported that he shares some of the frustrations of the Parish Council regarding the Planning Department at MDC and will investigate the slow response time for the VDS committee. MDC are currently considering their budget but are not allowed to put council tax up by more than 2%. Regarding the Warren planning, Cllr. Bass noted that MDC are not required to take account of the Parish Council's comments as they are not statutory consultants. Officers are experts and would have spent time at the Warren considering the Listed Building Consent before approving the application.

MDC are still waiting for the Local Development Plan decision from the Secretary of State.

Appeal performances have improved recently and Planning Inspectors are now acknowledging the 5 year land supply.

MDC have finished the building works at the council offices which now house Citizens Advice Bureau, Jobs Plus, Viking Transport and possibly the Police in the future.

Cllr. Tompkins asked about the MDC decision to withdraw £91k funding for Broadband from ECC Superfast Essex and which properties would be affected by that decision.

Cllr. Bass responded that this is still not determined. The information from Superfast Essex is so vague, that we still do not know. His best advice is that as many people as possible should register their interest with Superfast Essex.

Cllr. Tompkins informed Cllr. Bass that the map is still not clear enough and members of the Parish are agitated and concerned how the reduction in funding will affect Woodham Walter.

Cllr. Bass then left the meeting room at 10.15pm

1688. Other Council Matters

1688.1 Village Design Statement. See Minute ref: 1684.1

1688.2 Woodham Walter Common. Clerk to forward information.

1688.3 Bell Meadow Village Association. See Minute ref: 1686.3

1688.4 Allotments Association. Cllr. Rushton to arrange a meeting with Allotment Association Committee to ratify changes to constitution.

1688.5 Tree Policy – on-going.

1688.6 Emergency Plan – on-going.

1688.7 Parish Clerks Forum – clerk attended useful meeting including information regarding LEADER funding for Rural Businesses and Communities in Essex from Essex Rural Partnership; Social Media.

1689. Consultations/Questionnaires

1689.1 Chelmsford Development Plan – currently being circulated to all councillors. Discuss at January meeting.

1690. Highways

1690.1 There are a number of on-going highways issues which clerk is pursuing.

1691.2 Little Baddow Road – the road markings which have appeared are due to a survey as the road is scheduled to be resurfaced next Summer.

1691.3 Manhole with gap - outside Cartref, Little Baddow Road to be reported.

1691.4 Broken manhole – adjacent to West Bowers/Rectory Road junction to be reported.

1691. Local Issues

1691.1 Bell Meadow/Playground. Cllr. Warren to enquire about additional Dog Waste signs to be erected at Bell Meadow. There were no issues to report and the book was duly signed.

Barrier at top of Bell Meadow - Clerk/Cllr. Warren to investigate further.

1691.2 Footpaths Report. Cllr. Warren reported that two trees had fallen in the copse on FP12 in The Warren. These have been reported.

1691.3 School Report. Cllr. Symons reported that she had attended a Governors meeting and the school now has 100 pupils. There are currently 15 village children at the school. The intake at foundation stage is still very high. An information leaflet has just been given to parents about the new school curriculum. Cllr. Symons is an Equality Governor and has been involved in a Management and Leadership assessment process. The PTA has now got a fully functioning committee with all positions covered.

1691.4 Crime/Police Report: It is understood that there had been a burglary at The Warren.

1691.5 Litter. No information to report.

1691.6 Broadband. Local resident John Brown had attended a Superfast Essex meeting on behalf of the Parish Council and provided a comprehensive report to councillors. The most up to date information is that somewhere between 2016 and 2019 the majority of the centre of the village and from the Warren all the way South past the A414 through Hazeleigh will get Superfast broadband. This will give some homes speeds of over 24Mb/s. This information is already available to anyone who looks at the interactive map on the Superfast Essex web site. Notably West Bowers and further West and East of the stream at Blue Mill are not currently included. You can enter your own phone number and post code to get more specific details. Superfast Essex will be making more information available on their web site over the next month which will include what year a roll out is likely to happen in any specific post code area. Another common theme, which is relevant, was, 'What about those houses not currently included in the roll out areas?' The good news is that they are re-evaluating which homes qualify for inclusion. The bad news is that they have no idea how they might help us and we are at the very end of their schedule.

1691.7 Vehicle Activated Sign – Clerk is seeking information from strips which were in village recently.

1691.8 Daffodil Bulbs – Local resident James Richmond from Greenbrook Garden Centre has kindly donated some daffodil bulbs to the village. Clerk had a good response to a request for help and the bulbs were distributed to the Village School, Tadpoles Nursery, Women's Club, Village Hall and a team of volunteers who have planted them in various locations around the village – it has been a great example of community involvement and along with the bulbs which were also donated to the Church there should be a lovely display come next spring. Thanks to all who have been involved.

1691.9 Post Office – We have received news that a new Post Office Home Service has been introduced to the village. Claire Thompson, the Postmaster at Great Totham is providing the service. Clerk spoke to Claire and it was agreed that we will try to meet to discuss how we can help activate the service and encourage residents to use the services provided. The Home Service is designed to provide small communities access to Post Office products and services. Customers need to register and can then telephone to order products and services including stamps, first and second class mail, signed for and special delivery, travel money and manual bill payments and have these delivered direct to their door during a designated delivery slot. The Post Office remains committed to establishing a Post Office service in the village and will monitor for opportunities but believe that the home service will be an effective interim measure. Great Totham Post Office can be contacted on 01621 891065

1691.10 ECC – Essex Energy Switch – Energy saving initiative which could potentially save residents money on energy bills. Registration open til 1st February 2016. www.essex.gov.uk/energyswitch

1692. Correspondence

1692.1 Councillors have been emailed various circulation documents.

1692.2 Community Agent – notification that Christine McDonald is leaving Community Agents.

1692.3 EDF Energy – letter sent to all residents and parish councils surrounding the proposed Bradwell B site.

1692.4 Christmas Cards had been received from Priti Patel MP and Leader/Deputy Leader of Maldon District Council.

1693. Points of Information

1694. Date of Next Parish Council Meetings:

Date of next Ordinary Parish Council Meeting Monday 11th January 2016 at 8pm in Women's Club.

Signed

Meeting ended at 10.40pm

Dated