

# Wickham Bishops Parish Council

## Parish Councillors

Mrs A Mickelsen (Chairman)  
I D Wardrop (Vice-Chairman)  
H M Bass  
P J Bates  
Mrs J Elliston  
I S F MacGregor  
R Mundell  
S J Nicholas  
J Williams



Winner Best Kept Village 2009, 2015  
3<sup>rd</sup> Place Essex Village of the Year 2015  
[www.wickhambishopsparishcouncil.org](http://www.wickhambishopsparishcouncil.org)

## Parish Clerk

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<b>MINUTES of Parish Council Meeting</b> <b>held on Monday 9<sup>th</sup> July 2018 at 7.30pm in the Village Hall Small Hall</b>	
Item	Subject
18/136	<b>Those Present and Apologies for Absence</b> In the chair: Cllr Mickelsen Present: Cllrs Bates, Elliston, MacGregor, Mundell, Nicholas and Wardrop; the Clerk. Apologies for absence were accepted from Cllr Williams. Apologies for lateness due to council business were accepted from Cllr Bass (arr.9.40pm). Twelve members of the public were present.
18/137	<b>Declaration of Interests and Compliance with the Ethical Framework</b> There were no declarations of interests.
18/138	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 5 <sup>th</sup> June 2018 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Mundell. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 22 <sup>nd</sup> June 2018 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Bates.
18/139	<b>Public Forum</b> Noting that The Chequers had just been sold, a member of the public advised that should The Chequers become primarily a restaurant with the bar ancillary to the main business, planning approval for a change of use would be required. The community benefits of retaining a village pub were outlined. Several members of the public highlighted their concerns over the future of The Chequers should it become primarily a restaurant, citing parking issues and querying the outcome should a restaurant style business fail.  A member of the public spoke against planning application RES/MAL/16/01475 - <i>The Summer House Back Lane</i> , explaining that the recent arboricultural report was not consistent with the plans and the root protection area made it impossible for construction vehicles to access the site. The resident concluded by stating that the plans still did not accord with the extant outline permission.
18/140	<b>The Mulberry Spa Parking Proposals</b> The proprietor of The Mulberry Spa, Ms Mead, presented her proposed changes to the carpark in front of The Mulberry Spa, which would fix the damage caused by lorries parking and improve the appearance. Ms Mead explained how the plans would not obstruct the right of passage across the carpark but would encourage One Stop's delivery lorries to park elsewhere. Ms Mead confirmed that plans to mark out bays on the carpark were on hold. The Chairman suspended the meeting to allow comments from residents. All present acknowledged the importance of One Stop to the village and residents were complimentary about the proposed plans. Reconvening the meeting, the Chairman noted that the lorries would be more likely to park on the pavement. Councillors considered whether the lorries should be encouraged to stop in the layby nearby, before the neighbouring shops opened. The Chairman thanked Ms Mead for her presentation. <b>Action:</b> The Clerk to contact Maldon District Council's Environmental Health team regarding the use of the lorries, and to enquire whether the layby could be restricted to deliveries only between certain hours.

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<b>18/141</b>	<p><b>The Chequers</b></p> <p>The Chairman reported the outcome of a conversation with the outgoing publican, Mr Joe Greene. Mr Greene confirmed that Olio, a local company with two Italian restaurants, had purchased The Chequers. The pub would be closing for several weeks for refurbishment. The new owners intended to continue with a bar and restaurant, albeit with an Italian food menu, and the bar would be open for locals to drink in. Cllr Mickelsen stated that she had requested to meet with them to more fully understand the plans. Cllr Wardrop added that no planning application had been received and it was not clear that a change of use application would be required; if that proved to be the case the Parish Council would be monitoring to ensure the bar element was suitably supported by the new owners.</p> <p><b>Action:</b> <i>The Chairman to meet with Olio</i></p> <p><b>Action:</b> <i>The Clerk to ascertain whether a change of use planning application was required</i></p> <p>Nine members of the public left the meeting.</p>
<b>18/142</b>	<p><b>Chairman's Report</b></p> <p>The Chairman noted the visits to Mackmurdo Place by Maldon District Council and parishes, and by Lord Gardiner, the Parliamentary Under Secretary of State for Rural Affairs and Biosecurity, as part of the Rural Housing Week 2018. Cllr Wardrop, who attended Lord Gardiner's visit, reported that the Peer was appreciative of the development and of Wickham Bishops Parish Council for initiating the site.</p>
<b>18/143</b>	<p><b>Clerk's Report</b></p> <p>The Clerk reported that the Chelmsford and Maldon Community Policing team was increasing its community presence and had agreed to publicise their outreach activities. The Clerk had invited them to the Saturday Surgeries.</p> <p>A resident had expressed his gratitude to the Parish Council for helping to report the encroaching weeds from a neighbouring field, which had since been mown to prevent the seeds dispersing.</p> <p>The Clerk had requested no further salt bags for the coming winter and had attended a Risk Assessment course. The tutor had made clear that Councils should avoid encouraging residents to tackle overgrown hedges and verges as they would not be covered by the Council's Public Liability insurance.</p> <p>The District Council was keen to support further litter pick events and would loan the equipment needed for the proposed September litter pick; MOAT Homes had responded to the report of the rubbish collecting to the rear of Finch's and would be arranging for its removal.</p> <p>A resident of Maypole Road had been advised by County Highways to raise a Local Highways Panel request to adjust the height of the Great Totham parish sign, which was obstructing visibility at his driveway. County Highways had informed the resident that he would have to fund the work and would require the backing of the Parish Council in raising the LHP request.</p>
<b>18/144</b>	<p><b>Planning Applications and Decisions</b></p> <p>It was noted that, whilst the Parish Council is consulted on all applications, Maldon District Council will make the final decision.</p> <p><u>Applications</u></p> <p><b>RES/MAL/16/01475 - The Summer House Back Lane Wickham Bishops</b></p> <p>One letter of objection had been received. Councillors considered the arboricultural impact assessment showed that the root protection zone required did not allow adequate access for vehicles to pass by when accessing the site during construction. It was noted that the root protection zone would therefore be breached during construction thus causing harm to the tree.</p> <p>Councillors concluded that the arboricultural report constituted a further argument against the granting of planning permission and reiterated its comments from 7th March 2018. The Parish Council therefore continued to recommend refusal. Proposed Cllr Mickelsen, seconded Cllr MacGregor.</p> <p><b>18/00692/FUL - Prances Campsite and Activity Centre Great Totham Road Great Totham</b></p> <p>No letters of representation had been received. Councillors acknowledged that the application was to resolve an issue raised by the Parish Council and others when considering the planning application for the neighbouring site 'Land East of Malone Cottage'. The Parish Council recommended approval. Proposed Cllr Wardrop, seconded Cllr Mundell.</p>

<b>MINUTES of Parish Council Meeting</b> <b>held on Monday 9<sup>th</sup> July 2018 at 7.30pm in the Village Hall Small Hall</b>	
	<p>Two members of the public left the meeting.</p> <p>The delegated recommendations made by the Parish Clerk were noted. There were no decisions made by Maldon District Council to note.</p> <p>The decision made by the Planning Inspectorate (PINS) to allow the appeal for <i>FUL/MAL/17/00389 - Land Adjacent Park House Wickham Hall Lane</i> was noted. Cllr Nicholas queried the weight that would now be applied to LDP Policy S8 - <i>Settlement Boundaries and the Countryside</i> following the decision.</p> <p><b>Action:</b> <i>The Clerk to write to the District Council asking how the Planning Authority had interpreted the PINS decision and whether it will affect the application of Policy S8 in future planning determination.</i></p> <p><b>Action:</b> <i>The Clerk to follow up with the Enforcement team, the apparent breach of planning permission at 14 Blacksmiths Road.</i></p> <p><b>Action:</b> <i>The Clerk to check the status of the "Land Opposite 18 Handleys Lane" planning appeal.</i></p>
<b>18/145</b>	<p><b>Consultation on Maldon District Vehicle Parking Standards (SPD) &amp; Statement of Community Involvement (SCI)</b></p> <p>The report from Cllr Elliston was received and accepted.</p> <p><b>Action:</b> <i>The Clerk to respond that the Parish Council supports the policies.</i></p>
<b>18/146</b>	<p><b>Monthly Councillor Surgeries</b></p> <p>There were two visitors with one query at the 16<sup>th</sup> June Surgery. A resident was advised to report the overgrown verges in Back Lane to Great Totham Parish Council. Attendees at the 21<sup>st</sup> July Surgery will be Cllrs MacGregor and Mickelsen; Cllrs Mundell and Wardrop will attend on 18<sup>th</sup> August.</p>
<b>18/147</b>	<p><b>District Council Report</b></p> <p>District Councillor Bass was not present to make a report.</p>
<b>18/148</b>	<p><b>Neighbourhood Watch Report</b></p> <p>The NHW Coordinator was not present to make a report.</p>
<b>18/149</b>	<p><b>Governance: Adoption of Data Breach Policy</b></p> <p><b>Resolved:</b> The Parish Council adopted the Data Breach policy. Proposed Cllr Mundell, seconded Cllr Mickelsen.</p>
<b>18/150</b>	<p><b>Finance</b></p> <p><b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr Mundell, seconded Cllr Wardrop.</p>
<b>18/151</b>	<p><b>Additional Waste Bin for The Street near One Stop</b></p> <p><b>Resolved:</b> The Parish Council would request an additional waste bin from the District Council at a cost of up to £200 (<i>in accordance with the General Power of Competence, Localism Act 2011, s.1(1)</i>). Proposed Cllr Mundell, seconded Cllr Elliston.</p> <p><b>Action:</b> <i>Cllrs Bass and Wardrop to liaise with Maldon District Council's Community Protection Team and One Stop over the installation.</i></p>
<b>18/152</b>	<p><b>Correspondence</b></p> <p>The Chairman informed the meeting that the outgoing landlords of The Chequers had written to thank parishioners for their support.</p> <p>The letters regarding road resurfacing were noted.</p> <p><b>Action:</b> <i>Councillors to forward photographs of roads requiring further sweeping to the Clerk, for inclusion in a report to County Cllr Bentley.</i></p> <p>The letter from the Chairman of the Mid Essex Hospital Services NHS Trust, and the response from MDC's Group Manager for Planning Services regarding inconsistent decisions, were noted.</p>
<b>18/153</b>	<p><b>Progress Reports from Councillors and Committees – no decisions required. To include:</b></p> <p>Cllr MacGregor thanked Cllrs Bass and Mundell, and Cllr Mundell's son and the Clerk, for their help in painting the air raid shelter. Further sessions were arranged for 18<sup>th</sup> August and 15<sup>th</sup> September at 2pm.</p> <p>Cllr Bass joined the meeting.</p>

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	<p><b>Action:</b> Cllr Bass to approach a local company regarding the safe removal of the village sign and the possibility of manufacturing and installing a replacement pole.</p> <p>Cllr Wardrop reported that the TRUCam three-month trial had begun. The Clerk had met with the Community Protection Team (CPT) and agreed the service agreement; reports would be provided on a monthly basis. Cllr Wardrop had recommended to the CPT the most effective locations and times.</p> <p>Cllr Nicholas advised that a member of the Parish Council's volunteer Public Rights of Way (PRoW) maintenance team would be attending a course on the use of a strimmer. The course, and a strimmer, would be funded by Essex County Council's PRoW team.</p> <p>The recurring problem with Footpath 17 being seeded by crops was expected to be resolved after the harvest, with the area nearby due to lie fallow.</p> <p>Cllr Nicholas and the Chairman would be attending a meeting with the County Council's PRoW team in August to discuss improvement actions for the Handleys Lane byway.</p> <p><b>Action:</b> The Clerk to obtain a Local Services Fund application form and request grants for grass cutting and village sign refurbishment.</p>
<b>18/154</b>	<p><b>Dates of Next Meetings</b></p> <ul style="list-style-type: none"> <li>- Friday 20<sup>th</sup> July 2018 Extra Ordinary Parish Council Meeting at 11.30am</li> <li>- Friday 17<sup>th</sup> August 2018 Planning Committee Meeting at 11.30am <i>if required</i></li> <li>- Tuesday 4<sup>th</sup> September Parish Council Meeting at 7.30pm</li> </ul>
<b>18/155</b>	<p><b>Close of Meeting 9.55pm</b></p> <p>Items for future agendas:</p> <ul style="list-style-type: none"> <li>- Local Council Award Scheme update (September)</li> </ul>