

# 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 Tuesday 3<sup>rd</sup> April 2018 at 7.30pm in the Village Hall Boardroom</b>	
Item	Subject
18/061	<b>Those Present and Apologies for Absence</b> In the chair: Cllr Mickelsen Present: Cllrs Bates, MacGregor and Williams; the Clerk. Apologies for absence were accepted from Cllrs Bass, Elliston, Mundell, Nicholas and Wardrop. One member of the public was present.
18/062	<b>Declaration of Interests and Compliance with the Ethical Framework</b> There were no Declarations of Interests.
18/063	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 6 <sup>th</sup> March 2018 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr MacGregor. <b>Resolved:</b> that the minutes of the Finance Committee meeting held on 16 <sup>th</sup> March 2018 be approved as a true record. Proposed Cllr Mickelsen, seconded Cllr MacGregor. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 16 <sup>th</sup> March 2018 be approved as a true record. Proposed Cllr MacGregor, seconded Cllr Mickelsen.
18/064	<b>Public Forum</b> A member of the public reported that the bin outside One Stop had been over-flowing over the weekend, despite the increased emptying frequency previously arranged by the Clerk. <b>Action:</b> The Clerk to report the matter to Maldon District Council and to request the bin be replaced with a larger capacity bin, or a second bin provided. The member of the public spoke against the cost of maintaining the air raid shelter, questioned its use and suggested its appearance could be improved by painting a mural on its wall. The Chairman and Cllr MacGregor explained that as a building of historical interest, it would be used to educate library visitors and schoolchildren on the realities during the war and thanked the visitor for their idea. In answer to the resident's query over the use of a concrete block to restrict access to the dilapidated property 'Pine Trees', the Clerk reported that the District Council's Building Inspector had visited the site and gained agreement that the owner would make the garage safe and fence off the access. <b>Action:</b> The Clerk to establish whether the Building Inspector is satisfied with the access restriction. <b>Action:</b> The Clerk to investigate the status of Tree Protection Orders on the Pine Trees site.
18/065	<b>Chairman's Report</b> On 7 <sup>th</sup> March the Chairman with Cllr Nicholas, the Clerk and eight volunteers attended an enjoyable training session on footpath maintenance. The training and equipment was freely provided by Essex County Council under the Parish Paths Partnership. Follow-up sessions, to complete the clearance of FP22 and to install way markers, are planned. The Chairman reported on the County Council's 'Libraries Workshop' which she had attended. Some library closures are possible and the mobile service is being cut back. Groups are being urged to consider use of the library buildings for other purposes and the Parish Council's use of the library for its Saturday Surgeries was highlighted as a good example.

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<b>18/066</b>	<p><b>Clerk's Report</b></p> <p>The Clerk reported that she had regretfully informed a member of the Scouts that a request for a grant towards the World Jamboree could not be accommodated, due to neither the scout troop nor the individuals residing within the parish.</p> <p>The failing streetlight at the junction of Blacksmiths Lane and Arbour Lane would be attended to during the annual maintenance visit due within the month, thereby avoiding a call-out charge.</p> <p>The Clerk had advised the District Council that the Parish Council may be interested in using the new Data Protection Officer services, once pricing and service details are known.</p> <p>The Clerk drew the meeting's attention to the updated Issues List.</p> <p><b>Action:</b> Councillors to report to the Clerk any further odour from the drains in The Street by School Road.</p>
<b>18/067</b>	<p><b>Planning Applications and Decisions</b></p> <p>Cllr Mickelsen explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision.</p> <p><u>Applications</u></p> <p><b>HOUSE/MAL/18/00304 - 1 Paxwood Church Road Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>Councillors considered that the application would have no material effect on the appearance or highway.</p> <p><b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr MacGregor, seconded Cllr Mickelsen</p> <p><b>FUL/MAL/18/00276 - Highwood Ishams Chase Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>Councillors acknowledged that the existing footprint would not be increased significantly, and that the property was situated in an unoverlooked area on a large plot, outside the village envelope. It was noted that the Parish Council had previously objected to three-story dwellings on grounds of them being out-of-keeping with a rural village.</p> <p>Cllr Williams put forward a motion to object to the proposal but the motion failed to gain a seconder and was not put to the vote.</p> <p><b>Resolved:</b> The Parish Council would raise no objection but would make a comment that the three-storey design would conflict with the village character. Proposed Cllr Mickelsen, seconded Cllr Williams.</p> <p><b>FUL/MAL/18/00295 - Stable Block Thistle Hall Mope Lane Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>The addition of a stable was considered to be a reasonable use of the site and the design reported to be unobtrusive, whilst being visible from the nearby public footpath.</p> <p><b>Resolved:</b> The Parish Council recommended APPROVAL with condition of no obstruction or impingement of the existent right of way during construction or use. Proposed Cllr MacGregor, seconded Cllr Mickelsen.</p> <p>There were no delegated decisions made by the Parish Clerk, or decisions made by the Planning Inspectorate, to note. The decision made by Maldon District Council was noted.</p>
<b>18/068</b>	<p><b>Neighbourhood Plan Report</b></p> <p>The Chairman on the Neighbourhood Plan Steering Group, Cllr Williams, reported that she had resolved an issue with the library hosting the NHP display and there would be no charges applied.</p> <p>The draft policies would be examined by the Steering Group members before editing by a planning consultant; quotations from three consultants would be obtained and a grant application made.</p>
<b>18/069</b>	<p><b>Monthly Councillor Surgeries</b></p> <p>There was one visitor with one query at the 17<sup>th</sup> March Surgery; contact details for the English Rural Housing Association were given.</p> <p>Attendees at the 21<sup>st</sup> April Surgery will be Cllrs MacGregor and Wardrop.</p>
<b>18/070</b>	<p><b>District Council Report</b></p> <p>There was no report from District Councillor Bass.</p>

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<b>18/071</b>	<b>Neighbourhood Watch Report</b> An attack on a lamb in a field along Grange Road was noted. The field owner had previously observed a dog running free along the neighbouring footpath jumping at the fence to the field. D/Cllr Bass had arranged for the Dog Warden to visit the field owner, who would be attaching posters to either end of the footpath requesting that dogs be kept on a lead due to the presence of livestock. <b>Action:</b> Cllr Bates to include an article in the next parish magazine.
<b>18/072</b>	<b>Finance</b> <b>Resolved:</b> The balances were noted, the list of payments agreed and the payment made between meetings was ratified. Proposed Cllr MacGregor, seconded Cllr Mickelsen. <b>Action:</b> The Clerk to obtain quotes for fixing the supporting post of the village sign and for repainting.
<b>18/073</b>	<b>Correspondence</b> The correspondence regarding the dilapidations at Pine Trees Blacksmiths Lane was noted. Enquiries by residents on the Parish Council's plan to discuss an upcoming appeal, and on the progress of the extension to the Blue Mills Hill traffic lights' working hours, were noted.
<b>18/074</b>	<b>Progress Reports from Councillors and Committees – no decisions required. To include:</b> The new dog waste bin was installed at the junction of Wellands and Church Road on 28 <sup>th</sup> March and was reported to be much used. Requests for further bins, on Kelvedon Road near Handleys Lane and near the Library, were noted. The use of temporary marker paint to highlight dog fouling appeared popular, with Councillors receiving favourable comments from residents. Councillors and volunteers should meet on 21 <sup>st</sup> April 2018 from 11.30am, in the Library carpark, for the annual litter pick.
<b>18/075</b>	<b>General Village News</b> None A member of the public left the meeting.
<b>18/076</b>	<b>Exclusion of Press and Public</b> <b>Resolved:</b> That, <i>in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960</i> , publicity of the following item would be prejudicial to the public interest in view of the commercial nature of the business to be discussed, and that the press and public should be excluded. Proposed: Cllr Mickelsen, seconded Cllr Bates.
<b>18/077</b>	<b>Air Raid Shelter</b> Quotes from three companies for maintenance works to the air raid shelter roof were discussed. The Council selected the quote from Jason Anderson Roofing ( <i>in accordance with the General Power of Competence, Localism Act 2011, s.1(1)</i> ). <b>Action:</b> Cllr MacGregor to advise the three companies accordingly.
<b>18/078</b>	<b>Dates of Next Meetings</b> <ul style="list-style-type: none"> <li>- Friday 20<sup>th</sup> April 2018 Planning Committee Meeting at 11.30am <i>if required</i></li> <li>- Tuesday 1<sup>st</sup> May 2018 Statutory Annual Meeting of the Parish Council at 7.00pm</li> <li>- Tuesday 1<sup>st</sup> May 2018 Annual Parish Assembly at 8.30pm</li> </ul>
<b>18/079</b>	<b>Close of Meeting 9.03pm</b> Items for future agendas: <ul style="list-style-type: none"> <li>- Election of Chairman and Vice-Chairman and appointment of Councillors to Committees (May)</li> <li>- Governance: to consider for re-adoption the General Power of Competence (May)</li> <li>- Approval of annual accounts, annual governance statement and accounting statements (May)</li> <li>- Discussion of Buckfastleigh Town Council's actions regarding Planning consultation (May)</li> </ul>