

Wickham Bishops Parish Council

Parish Councillors

I D Wardrop (Chairman)
 H M Bass
 P J Bates
 K W Jarvis
 P D Layley
 M Mickelsen
 S Morgan
 C Nappo
 J Williams



Winner Best Kept Village 2009, 2015
 3rd Place Essex Village of the Year 2015
www.wickhambishopsparishcouncil.org

Parish Clerk

Mrs L A Bailey
 Wickham Bishops Parish Council
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Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 4th April 2023 at 7.30pm in the Village Hall Boardroom

Item	Subject
23/063	Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs Bass, Bates, Jarvis, Layley, Mickelsen, Morgan, Nappo & Williams and the Clerk. There were 9 members of the public in attendance.
23/064	Declaration of Interests and Compliance with the Ethical Framework Cllr Morgan declared a non-pecuniary interest as a District Councillor on MDC's NW Area Planning Committee and would not take part in discussion or voting on any Planning matters. Cllr Bates declared a non-pecuniary interest in 22/01151/FUL, the applicants being neighbours/friends.
23/065	Approval of Minutes The Minutes of the Parish Council Meeting held on 7 th March 2023 were accepted as a true record, proposed Cllr Wardrop, seconded Cllr Mickelsen, all in favour. The Minutes of the Planning Committee Meeting held on 24 th March 2023 were noted and would be formally approved at the next Committee Meeting.
23/066	Chairman's Report It was noted that Cllr Jarvis would not be standing for re-election due to work commitments. The Chair thanked him for his efforts over the last few years, in particular his work with the Library Working Group which had been instrumental in keeping the library open.
23/067	Clerk's Report The contractor had taken delivery of the new gates for the Platinum Path. A site meeting was scheduled for 9am Wed 5 th April for the Clerk, Cllrs Layley and Wardrop to attend and finalise the positioning with the contractor.
23/068	Public Forum - a maximum of 15 minutes with no more than 3 minutes per person Members of the public thanked WBPC for submitting a thorough objection to MDC in respect of the Land rear of 9 Church Road Planning Application. They raised queries on the 5-year HLS (the figure for which hinged on the date/Planning Meeting at which MDC chose to consider this Application), the lifespan and validity of WBs Neighbourhood Plan, the commissioning of a report by a planning expert and the ecology survey which appeared out of date.

	<p>Other matters:</p> <ul style="list-style-type: none"> - The possible development on land between Byron Drive and Grange Road (DCllr Morgan to make enquiries), - Activity in Chantry Wood (climbing frames, fences etc) was noted and would be monitored. - The recent flooding of Maypole Road through the chicanes near the new Heybridge development during heavy rain – the Clerk to write to ECC/MDC suggesting that the developer look at their flood alleviation scheme, with a copy to neighbouring parishes.
<p>23/069</p>	<p>Planning Applications and Decisions</p> <p><i>It was noted that Cllr Morgan would not take part in discussions or voting on Planning Applications as he may be required to do so at MDC. Cllr Bass took the Chair for this item.</i></p> <p>22/01151/FUL 19 Church Green Single storey outbuilding to rear of garden. Resolved: The Parish Council recommended REFUSAL on the grounds that the building would be too close to the boundary and overbearing for no. 4 Church Close. (Cllr Bates abstained).</p> <p>23/00247/PIP Land between 26 & 28 Tiptree Road Residential development comprising 5 bungalows with garages and associated works for over 55’s. 6 letters of objection had been received. Resolved: The Parish Council recommended REFUSAL on the grounds that the site was in a rural location outside of the defined settlement boundary for Wickham Bishops, the proposed development would result in demonstrable harm that would fundamentally alter the open character and result in coalescence with the residential development on the north eastern edge of Wickham Bishops, the site would be poorly connected with the existing village, would be out of keeping with the existing street scene, and have an urbanising effect on the rural character of the area resulting in an unwelcome visual intrusion into the undeveloped countryside, particularly when viewed from the footpath at Handleys Lane. Whilst the site was relatively close to facilities, the narrowness of Tiptree Road, volume and speed of traffic there and the absence of footways connecting the site with other footways would oblige pedestrians to walk in the carriageway. They would more likely resort to use of cars, thus making the site unsustainable. WBPC believed the development would be contrary to policies S1, S8 and H3, of the Maldon District Local Development Plan.</p> <p>Comment would be made that the dimensions used on the drawings were inaccurate. The Clerk would write to MDC reporting that the yellow Planning Notice had not been posted at or near the site.</p> <p><u>The following decision made by MDC was noted:</u> HOUSE/MAL/23/00049 16 Handleys Lane. First floor extension to rear. APPROVED.</p> <p><u>The following Appeal made to the Secretary of State was noted:</u> Appeal Ref APP/X1545/W/22/3308846 Land North of Crabbs Farm, Back Lane. Erection of a detached dwelling, garage, landscaping and associated works. A resident had pointed out that MDC had been late in posting the reasons for Appeal online. Resolved: The Chairman agreed to read through the lengthy Planning Appeal Statement and draft comments for submission to the Planning Inspector to add weight to the Parish Council’s original recommendation for refusal.</p>
<p>23/070</p>	<p>Land rear of 9 Church Road Planning Application - to consider any further developments and whether any supplementary comments should be made to MDC</p> <p>After discussion, members felt the first step ought to be for DCllr Morgan to contact the Officer concerned and ask whether they were likely to recommend approval or refusal and, if necessary, at which Area Planning Committee the application would be heard.</p>

	<p>Crowd funding possibility The suggestion of crowd funding in order to raise money for expert guidance and representation in the event of a Planning Appeal situation, and the involvement of WBPC was considered. The Clerk confirmed that it was possible for the parish council to hold funds for the project subject to the terms of the fundraising being agreed by all at the outset.</p> <p>Resolved: It was agreed that the best way forward to pool resources and maintain engagement between the Action Group members and WBPC would be to set up a Parish Council Working Group consisting of residents/AG members and Cllrs Bass and Williams. The terms of the Working Group would need to be firmly established as well as the exact purpose for which the funds raised would be used. The Working Group would also be able to monitor developments on the application and any potential impact on the Neighbourhood Plan.</p>
23/071	<p>Hatfield Peverel Neighbourhood Development Plan – Regulation 14 Consultation - to consider providing feedback on the updated Plan</p> <p>Resolved: After consideration, it was agreed that Cllr Williams would read through the documents, consider the wildlife corridors and river boundaries shared with Hatfield Peverel, and submit comments on behalf of WBPC if necessary.</p>
23/072	<p>Mrs Salisbury’s Tea Room/One Stop Car Parks - to note any further developments or correspondence and review current situation</p> <p>A resident had written regarding cars parking in the narrow section of Blacksmiths Lane meaning that lorries (including the refuse trucks) had been unable to get through. It was also noted that vehicles continued to park on the grass verge outside One Stop. The Clerk had written to the One Stop freeholder asking for an update. The request to ECC for a Road Safety Assessment for the whole junction had not yet received a response. Members felt strongly that a Highway Engineer should visit the site to assess the situation first hand.</p> <p>Resolved: After discussion it was agreed that the Chairman would write to ECC (as owner of the pavement and verge) and ask them to apply for a dropped kerb across One Stop car park to enable delivery lorries to manoeuvre safely and to allow more room for customer parking; ask for a Highways Engineer to visit and survey the whole junction; suggest the possibility of white H markings across drives in Great Totham Road to enable extended ‘passing places’; and make another request for documentary evidence of the stopping up/extinguishment of highway rights.</p>
23/073	<p>Traffic Calming & Highway Matters</p> <p><u>To review areas of pavements and roads unsatisfactorily reinstated by various utility companies</u></p> <p>Resolved: The Clerk to report the uneven surface of Church Road pavement (from Wellands to Leigh Drive), the entrance to Wellands Close which had been left with a big ridge on the right hand side and the pavement from the bus stop to the Village Hall to Gigaclear for them to rectify. The Clerk asked members to provide photographs if possible.</p> <p><u>Tiptree Road footway update</u> Since the last meeting, MDC had unexpectedly placed TPOs on trees in this area. It was noted that one tree required removal and this was due to take place on 15th April. The Clerk had received a phone call from one of the residents most unhappy about the removal of the tree and the fact that the pavement would cross their driveway. It was noted that she had been in touch with Cllr Durham.</p> <p><u>Other highway matters</u></p> <p>Members noted that parking at the junction of Wellands with Witham Road had started again. Cllr Wardrop agreed to write to ECC and report the missing weight limit sign. Cllr Jarvis asked if a ‘not suitable for large vehicles’ sign could be placed at the top of Grange Road as there had been a recent incident with a large vehicle.</p>

23/074	District Councillor Report District Councillor Morgan gave a brief report on MDC's 30 th March Full Council Meeting at which the 5-year Housing Land Supply figure had been confirmed as 5.1 and MDC had adopted an 'open door' policy. The next LHP Meeting was scheduled for 14 th April and on the agenda was the extension of the 30mph limit in Maypole Road.																																																																																																																														
23/075	County Councillor Report County Councillor Durham was not present.																																																																																																																														
23/076	Three Parishes Remembrance Day Traffic Control Committee Following their 24 th March Committee Meeting, it was noted that DCllr Morgan would be taking up Public Liability Insurance for the Committee with Zurich at a cost of £96 and making an application for the road closure order. Volunteers to man the barriers would be sought. Cllr Mickelsen, Cllr Nappo and the Clerk volunteered.																																																																																																																														
23/077	<p>Finance</p> <p>Members received and acknowledged the End of Year Budget Performance document provided by the Clerk. The following bank balances at 31st March were noted: Unity Trust Current Account - £9,354.73; Unity Trust Instant Access Account - £10,041.81; Equals Debit Card - £58.76.</p> <p>Resolved: Cllr Wardrop proposed the following payments/receipts be authorised, seconded by Cllr Mickelsen, all in favour.</p> <p style="text-align: center;">PAYMENTS (AWAITING AUTHORISATION) 2023-24</p> <table border="1"> <thead> <tr> <th>Voucher</th> <th>Date</th> <th>Bank</th> <th>Description</th> <th>Supplier</th> <th>VAT Type</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>04/04/2023</td> <td>Unity Trust Current Account</td> <td>Trucam Services Jan - M</td> <td>Maldon District Council</td> <td>S</td> <td>485.19</td> <td>97.04</td> <td>582.23</td> </tr> <tr> <td>2</td> <td>04/04/2023</td> <td>Unity Trust Current Account</td> <td>Laptop maintenance</td> <td>PC Care Essex</td> <td>X</td> <td>75.00</td> <td></td> <td>75.00</td> </tr> <tr> <td>3</td> <td>04/04/2023</td> <td>Unity Trust Current Account</td> <td>Tax & NI</td> <td>HMRC</td> <td>X</td> <td>9.61</td> <td></td> <td>9.61</td> </tr> <tr> <td>4</td> <td>04/04/2023</td> <td>Unity Trust Current Account</td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>X</td> <td>786.00</td> <td></td> <td>786.00</td> </tr> <tr> <td>4</td> <td>04/04/2023</td> <td>Unity Trust Current Account</td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>X</td> <td>25.00</td> <td></td> <td>25.00</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>1,380.80</td> <td>97.04</td> <td>1,477.84</td> </tr> </tbody> </table> <p style="text-align: center;">RECEIPTS (AWAITING AUTHORISATION) 2022-23</p> <table border="1"> <thead> <tr> <th>Voucher</th> <th>Date</th> <th>Bank</th> <th>Description</th> <th>Supplier</th> <th>VAT Type</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>15/03/2023</td> <td>Unity Trust Current Account</td> <td>Clerks Bursary Scheme</td> <td>EALC</td> <td>X</td> <td>581.25</td> <td></td> <td>581.25</td> </tr> <tr> <td>7</td> <td>31/03/2023</td> <td>Unity Trust Instant Access</td> <td>Bank Interest</td> <td>Unity Bank</td> <td>E</td> <td>41.81</td> <td></td> <td>41.81</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>623.06</td> <td></td> <td>623.06</td> </tr> </tbody> </table> <p style="text-align: center;">Wickham Bishops Parish Council</p> <p style="text-align: center;">PAYMENTS (AWAITING AUTHORISATION) 2022-23</p> <table border="1"> <thead> <tr> <th>Voucher</th> <th>Date</th> <th>Bank</th> <th>Description</th> <th>Supplier</th> <th>VAT Type</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>115</td> <td>31/03/2023</td> <td>Unity Trust Current Account</td> <td>Unity Bank charges</td> <td>Unity Bank</td> <td>E</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> </tbody> </table>	Voucher	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	1	04/04/2023	Unity Trust Current Account	Trucam Services Jan - M	Maldon District Council	S	485.19	97.04	582.23	2	04/04/2023	Unity Trust Current Account	Laptop maintenance	PC Care Essex	X	75.00		75.00	3	04/04/2023	Unity Trust Current Account	Tax & NI	HMRC	X	9.61		9.61	4	04/04/2023	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	X	786.00		786.00	4	04/04/2023	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	X	25.00		25.00	Total						1,380.80	97.04	1,477.84	Voucher	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	6	15/03/2023	Unity Trust Current Account	Clerks Bursary Scheme	EALC	X	581.25		581.25	7	31/03/2023	Unity Trust Instant Access	Bank Interest	Unity Bank	E	41.81		41.81	Total						623.06		623.06	Voucher	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	115	31/03/2023	Unity Trust Current Account	Unity Bank charges	Unity Bank	E	18.00		18.00	Total						18.00		18.00
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23/078	Parish Council Monthly Surgeries There were no actions from the March Surgery. Cllrs Jarvis and Williams agreed to attend on Saturday 15 th April. Saturday 20 th May was set tentatively with Cllrs Layley and Wardrop.																																																																																																																														
23/079	Correspondence Local Government Boundary Commission, consultation on ECC boundaries. Noted, no comment.																																																																																																																														
23/080	Progress Reports from Councillors – no decisions required During 6 sessions, the Speedwatch team had caught 61 vehicles speeding. Cllr Williams had signed up for some biodiversity webinars through Essex Wildlife Trust. Discussion took place as to the continuation of the Library Working Group following the departure of Cllr Jarvis and it was agreed to keep it for the time being.																																																																																																																														
23/081	General Village News and Events to Note <u>Give consideration to holding a Spring Litter Pick</u> It was agreed to leave this until the Autumn.																																																																																																																														

	<p><u>Parish Council Election</u> MDC would publicise the nominees tomorrow.</p> <p><u>Annual Parish Assembly, finalise arrangements</u> The Clerk to make enquiries of a guest speaker, possibilities to include Prof Jules Pretty, Danielle Carbott of Essex Wildlife Trust or the wildlife person who had assisted in the Blue Mills nature reserve, A12 widening case (Cllr Jarvis to check).</p>
23/082	<p>Date of Next Meetings:</p> <p>Annual Parish Council Meeting - Tuesday 16th May 2023, 7pm, Village Hall Boardroom</p> <p>Annual Parish Assembly – Tuesday 16th May 2023, 8.30pm, Village Hall Small Hall</p>
23/083	<p>Close of Meeting There being no further business, the meeting closed at 10.02pm.</p>