

# Wickham Bishops Parish Council

## Parish Councillors

I D Wardrop (Chairman)

H M Bass

P J Bates

K W Jarvis

P D Layley

M Mickelsen

R Mundell

J Williams



Winner Best Kept Village 2009, 2015  
3<sup>rd</sup> Place Essex Village of the Year 2015

[www.wickhambishopparishcouncil.org](http://www.wickhambishopparishcouncil.org)

## Parish Clerk

Mrs L A Bailey

Wickham Bishops Parish Council

The Village Hall

Church Road

Wickham Bishops

Essex

CM8 3JZ

07542 190176

[info@wickhambishopparishcouncil.org](mailto:info@wickhambishopparishcouncil.org)

## Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 5<sup>th</sup> April 2022 at 7.30pm in the Church Hall

Item	Subject
22/040	<p><b>Those Present and Apologies for Absence</b></p> <p>In the Chair: Cllr Wardrop</p> <p>Present: Cllrs Bass, Bates, Jarvis, Layley, Mickelsen, District Cllr Simon Morgan and the Clerk.</p> <p>Apologies were received from Cllr Mundell. There was one member of the public present.</p>
22/041	<p><b>Declaration of Interests and Compliance with the Ethical Framework</b></p> <p>There were none.</p>
22/042	<p><b>Approval of Minutes</b></p> <p>The Minutes of the Parish Council Meeting held on 1<sup>st</sup> March 2022 were accepted as a true record by all, proposed Cllr Wardrop, seconded Cllr Layley.</p> <p>The Minutes of the Planning Committee Meeting held on 25<sup>th</sup> March 2022 were agreed by all, proposed Cllr Mickelsen, seconded Cllr Williams.</p>
22/043	<p><b>Chairman's Report</b></p> <p>The Chairman reminded the meeting that the vacant position of Vice Chairman would need to be filled and asked members to give some thought as to putting themselves forward for the role at the Annual Parish Council Meeting in May.</p>
22/044	<p><b>Clerk's Report</b></p> <p>The Clerk reported that she had posted the statutory notice advertising the vacancy for Councillor created by the resignation of Cllr Stephen Nicholas. If no-one called for an election within the 14-day period, then the PC could take steps to co-opt. An email from a local resident expressing an interest in filling the vacancy had been received.</p>
22/045	<p><b>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person</b></p> <p>A member of the public spoke on the recent increase in music noise from The Mitre and disturbance from patrons leaving late at night. After consideration, the Clerk was asked to write to the Licensing Officer at MDC advising that complaints had been received and asking him to confirm the rules applying to amplified music, and the playing of music outdoors at The Mitre.</p>
22/046	<p><b>Planning Applications and Decisions</b></p> <p>The following decisions made by MDC were noted:</p> <p>FUL/MAL/21/01182 Replacement dwelling. The Pump House 24 Grange Road. <b>APPROVED</b></p> <p>HOUSE/MAL/22/00041 and LBC/MAL/22/00042 Proposed change of use of existing garage to new kitchen with glazed roof lights form new opening between dwelling &amp; existing garage and re-clad rendered parts of building with feather edge boarding to match existing. Hillside Cottage Station Road. <b>APPROVED</b></p>

Meeting of Wickham Bishops Parish Council, 5<sup>th</sup> April 2022

Published 8<sup>th</sup> April 2022

	<p>WTPO/MAL/22/00070 T1 Oak - Reduce lowest limb back by 2 metres. Oaklands 2 Wellands. <b>APPROVED</b></p> <p>HOUSE/MAL/22/00076 Single storey rear extension &amp; alterations to rear fenestration. 23 Church Green. <b>APPROVED</b></p> <p>The following Appeal made to the Secretary of State was noted:</p> <p>Appeal Ref APP/X1545/D/22/3294591 <b>Keston 29 Wellands Close</b>. Proposed detached single storey cart lodge garage with storage room.</p> <p><b>To consider any other Planning related matters</b></p> <p>It had been brought to the Parish Council's attention that the detached garage of a property in Back Lane had been converted to habitable accommodation and was being advertised as an Airbnb rental. <b>Resolved:</b> The Clerk to write to MDC (cc: DCllr Simon Morgan) asking if there had been a breach of planning regulations.</p>
22/047	<p><b>Maldon District Council Planning Department</b></p> <p><b>Resolved:</b> Members agreed to send a letter to Richard Holmes at MDC outlining WBPC's dissatisfaction with the level of service provided. A local resident unable to attend the meeting had emailed to advise that they too had experienced poor service.</p>
22/048	<p><b>Traffic Calming &amp; Highway Matters</b></p> <p>The meeting noted that Station Road was closed at present although it was unclear what works were being carried out. There had been no progress or communication received on any highway matters.</p> <p><b>Annual Parish Assembly, 8.30pm Tuesday 3<sup>rd</sup> May</b> It was acknowledged that Cllr Lee Scott and Cllr Mark Durham would be speaking at the Annual Parish Assembly on Highway matters.</p>
22/049	<p><b>District Councillor Report</b></p> <p>Members welcomed District Councillor Simon Morgan and briefly updated him on matters relating to Wickham Bishops.</p>
22/050	<p><b>County Councillor Report</b> Cllr Durham was not present.</p>
22/051	<p><b>Platinum Jubilee Celebrations</b></p> <p><b>Jubilee Meeting held on 28<sup>th</sup> March</b> Cllrs Bass and Williams had attended the meeting and reported that Great Totham would be lighting the beacon and that a Picnic Event was being organised by Beacon Hill Football Club on the sports field on the afternoon of Friday 3<sup>rd</sup> June. It was generally felt that the PC should support this event. It was understood that several street parties were planned.</p> <p><b>To consider making a financial donation to Platinum Picnic in the Park event, Friday 3<sup>rd</sup> June 12-5pm</b></p> <p><b>Resolved:</b> Councillors were prepared in principle to grant £1000 to the Football Club but would like to see a costing for the event beforehand. The Clerk to write to the FC.</p> <p><b>To identify an area in the village suitable for the sowing of some wildflower seeds in commemoration of the Platinum Jubilee</b> Cllr Williams had identified an area on Rainbow Field and one in the churchyard and would purchase a small amount of wildflower seed for this purpose.</p>
22/052	<p><b>New Footpath</b></p> <p>The recent clearance of the footpath was noted. The Clerk had notified the insurance company who advised that our Public Liability cover would automatically apply to the footpath. They recommended risk assessing the path, carrying out regular inspections, and keeping written records of any risk assessments/inspections that took place. Discussion ensued regarding the installation of pedestrian barriers at each end. <b>Resolved:</b> The Clerk to ask the ECC PRoW Officer to visit the site and offer a written recommendation regarding the question of barriers.</p>

	<p>Clr Bass reported that he had asked the Tree Warden for advice on the leaning tree and together they would remove half of it and cut away the foliage.</p> <p><b>Resolved:</b> Members agreed to name the new footpath 'The Platinum Path'. The Clerk to obtain appropriate signage/plaque and consideration be given to organising an official opening to coincide with the Platinum Jubilee weekend celebrations.</p>																																																																																																																																																																										
22/053	<p><b>New bench at junction of Grange Road / Roots Lane</b></p> <p>The resident making the original request had asked for further consideration to be given, and a suggestion had been made of re-siting the bench facing down towards the rural section of Grange Road so as not to overlook properties. <b>Resolved:</b> The Clerk to write to nearby residents with a site plan explaining the revised position and asking for their comments.</p>																																																																																																																																																																										
22/054	<p><b>Finance</b></p> <p>The meeting noted the bank balance and budget performance, and agreed the proposed list of payments for the month ahead as per the following Finance Report:</p> <table border="1" data-bbox="268 719 1428 1798"> <thead> <tr> <th colspan="5">Finance Report for Wickham Bishops Parish Council</th> </tr> <tr> <th colspan="5">April 2022</th> </tr> <tr> <td colspan="4">Prepared by: Lorraine Bailey, Parish Clerk &amp; RFO</td> <td>01 Apr 22</td> </tr> <tr> <th>Status as at 1 April 2022</th> <th>Debit</th> <th>Credit</th> <th>Balances B/F</th> <th>Balances C/F</th> </tr> </thead> <tbody> <tr> <td>Unity Trust Current Account</td> <td></td> <td></td> <td>17,993.23</td> <td></td> </tr> <tr> <td>Unity Trust Deposit Account</td> <td></td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Petty Cash Float</td> <td></td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Unbanked Cash</td> <td></td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Stamps</td> <td></td> <td></td> <td>8.50</td> <td></td> </tr> <tr> <td>Total Funds Held 20/03/2022</td> <td></td> <td></td> <td>18,001.73</td> <td></td> </tr> <tr> <td>INCOME</td> <td>ECC Locality Fund Grant for new footpath</td> <td>£1,500.00</td> <td></td> <td></td> </tr> <tr> <td colspan="5"><b>Payments made between meetings for authorisation:</b></td> </tr> <tr> <td>IP0554</td> <td>Cooks Countryside, footpath clearance</td> <td>-£3,266.00</td> <td></td> <td></td> </tr> <tr> <td>IP0555</td> <td>Unity Trust Bank, quarterly charge</td> <td>-£18.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td><b>Unity Trust Current Account Balance at 31 March 2022</b></td> <td></td> <td></td> <td><b>£16,209.23</b></td> </tr> <tr> <td colspan="5"><b>Unity Trust Current Account Payments for April 2022</b></td> </tr> <tr> <td>IP0556</td> <td>WB &amp; 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22/055	<p><b>Delegated Powers</b></p> <p><b>Resolved:</b> It was agreed that the extended delegated powers in respect of Covid 19 should remain in place.</p>																																																																																																																																																																										

22/056	<p><b>Correspondence</b></p> <p><b>Maldon Nature Conservation Study – review of Local Wildlife Sites within the district</b> Cllr Williams had identified several local wildlife sites and communicated these to Essex Ecology Services.</p> <p><b>Welcome Ukrainian Friends</b> A group supporting local host families had asked for the Parish Council’s help/involvement. Members agreed that they were happy to assist with sharing and publicising information on our website, notice board, Facebook page etc. DCllr Morgan agreed to pass the details of a local interpreter to the Clerk.</p>
22/057	<p><b>Progress Reports from Councillors</b></p> <p><b>Library Working Group</b> Cllr Jarvis reported that a formal re-opening of the library would take place on Saturday 28<sup>th</sup> May. The Clerk to advertise on the website, notice board and official FB site. The Working Group had reiterated their preference to be involved in the design stage and requested sight of the toilet block development options.</p> <p><b>Handley’s Lane footpath – works to muddy section</b> Cllr Bass had organised the Community Payback Team to carry out works to the area on Sunday including spreading of Type 1 aggregate at a cost of £70 which he would collect and deliver to the site. (Cllr Bass left the meeting at 9.15pm)</p> <p><b>Ride London</b> Cllr Jarvis had attended a presentation and reported that there would be three days of cycling taking place on 27<sup>th</sup> – 29<sup>th</sup> May. On Friday 27<sup>th</sup> May the 85-mile race would start and finish in Maldon and the route would pass through Wickham Bishops (Beacon Hill – Kelvedon Road – Maypole Road). There would be temporary road closures and the organisers would be leafletting households affected by them. The routes for the other two days would not pass through Wickham Bishops – they would be in the West part of Essex. The PC would publicise the event because of the disruption to some residents and for those who may wish to watch the event.</p> <p><b>WBPC Biodiversity Project – official launch</b> Cllr Williams reported that 60 people had attended a very successful launch event at the Library. A letter formally thanking all those who volunteered and helped would be sent by the Clerk. Cllr Williams would write a piece for the Parish Magazine.</p> <p><b>Report on planned work in the village by Gigaclear</b> Cllr Bates reported on a presentation attended by himself and Cllr Mundell. Gigaclear planned to install fibre broadband in Wickham Bishops which would then be offered to interested residents. Possible disruption could be experienced for 2-3 months with narrow trench excavation in some pavements and verges. Concern had been raised with Gigaclear over the size of the proposed cabinet at the junction of Snows Corner which would restrict views for motorists exiting Church Road. The Clerk was asked to contact EALC for advice on Gigaclear.</p> <p>(Cllr Williams left the meeting at 9.40pm)</p>
22/058	<p><b>General Village News and Events to Note</b></p> <p>Cllr Bates reminded members that tickets were still available for BBC R4 Gardeners’ Question Time which was being held in the Village Hall. He reported that the Horticultural Club were also organising a Sunflower Competition in support of Ukraine. Packets of seeds would be given to residents.</p>
22/059	<p><b>Date of Next Meetings:</b></p> <p>Annual Parish Council Meeting - Tuesday 3<sup>rd</sup> May 2022, 7.00pm, Village Hall Boardroom  Annual Parish Assembly – Tuesday 3<sup>rd</sup> May 2022, 8.30pm, Small Hall, Village Hall  Parish Council Meeting – Tuesday 7<sup>th</sup> June 2022, 7.30pm (venue to be confirmed)</p>
22/060	<p><b>Close of Meeting</b></p> <p>There being no further business, the meeting closed at 9.50pm.</p>