

Wickham Bishops Parish Council

Parish Councillors

I D Wardrop (Chairman)
Mrs A Mickelsen (Vice Chair)
H M Bass
P J Bates
P D Layley
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
The Village Hall
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Wickham Bishops
Essex
CM8 3JZ
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info@wickhambishopsparishcouncil.org

Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 3rd December 2024 at 7.00pm in the Village Hall Boardroom

Item	Subject
24/210	<p>Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs, Bass, Bates, Layley, Mickelsen, Morgan, Nappo, Williams and the Clerk Apologies were received from County Cllr Durham. 7 members of the public were present.</p>
24/211	<p>Declaration of Interests and Compliance with the Ethical Framework Cllr Morgan would not take part in voting on Planning matters as he may be called upon to do so in his role at MDC.</p>
24/212	<p>Approval of Minutes The Minutes of the Parish Council Meeting held on 5th November 2024 were accepted as a true record, proposed Cllr Wardrop, seconded Cllr Williams, all in favour. The Minutes of the Finance Committee Meeting held on 28th November 2024 were noted.</p>
24/213	<p>Chairman's Report Nothing to report</p>
24/214	<p>Clerk's Report</p> <ul style="list-style-type: none"> Vegetation encroaching on the pavement along Great Totham Road had been reported to Highways who advised that 'the issue raised did not meet their investigation level'. MDC's Enforcement Team advised they would be serving a Planning Enforcement Notice on the owners of Magellans Rest, Grange Road. RCCE were analysing data from the Housing Needs survey and were in the process of compiling the report. The final response rate was 32%, well above the Essex average.
24/215	<p>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person The Chairman suspended the meeting to allow the public to make representations. Three residents voiced their objections to 24/00831/COU. The applicant outlined the reasons behind the proposal.</p>

<p>24/216</p>	<p>Planning Applications and Decisions Cllr Bass chaired the meeting for this item.</p> <p>24/00851/COU Land between Back Lane & Maypole Road, Great Totham Change of use of agricultural land to accommodate two shepherd huts for holiday lets. Resolved: After much consideration, members recommended REFUSAL on the grounds that:</p> <ul style="list-style-type: none"> • change of use from agricultural to possible residential would be out of keeping with the nature of the area, currently farmland, horses, fields etc. • there would be a loss of privacy to neighbouring properties due to the open nature of the plot and the adjoining properties. • there would be no supervision of the shepherd huts with regard to noise, antisocial behaviour etc as the owner did not live on site. <p>In the event that approval was given there should be enforceable conditions to protect neighbours' privacy, for example hedging, and ways of overcoming the lack of on-site supervision. The Parish Council wondered whether the applicant should investigate the possibility of a licence rather than a change of use.</p> <p>24/00880/WTPO The Oaks, Paddock Chase Oak trees, remove dead limbs for safety reasons and crown lift by 2m. Resolved: Members had no objection to the works and recommended APPROVAL.</p> <p><u>The following Claim for Lawful Development was noted:</u></p> <p>24/00873/LDP 37 Church Road Claim for LDP for single storey rear extension</p> <p><u>The following decisions made by MDC were noted:</u></p> <p>RES/MAL/24/00303 Adjacent 5 Grange Road Reserved matters for 21/01096/OUT, one dwelling. APPROVED</p> <p>VAR/MAL/24/00746 The Folly, Mope Lane Removal of Condition 15 relating to removal of Class E permitted development rights. APPROVED (The Clerk was asked to chase MDC for a response to our query on the red line irregularity and absence of a blue line on the drawing).</p> <p>FUL/MAL/24/00545 Land at Woodlands, Witham Road Demolition of existing garage and construction of 1 no. new dwelling together with access improvements etc. APPROVED</p> <p>HOUSE/MAL/24/00768 Pine Trees, The Street Replacement orangery roof. APPROVED</p>
<p>24/217</p>	<p>Land rear of 9 Church Road – Planning Appeal</p> <p>Dame Priti Patel MP had received a letter from The Planning Inspectorate indicating that a site visit had taken place on 24th September 2024 and the Inspector's decision was awaited. Resolved: Aware that a resident had lodged a complaint with the Ombudsman over inaccuracies in ECC's report and the continuing delays, members felt there was nothing to lose in writing to The Planning Inspectorate cc: Dame Priti Patel MP to draw their attention to this.</p>
<p>24/218</p>	<p>Traffic Calming & Highway Matters</p> <p><u>Update on pedestrian crossing request</u> The Highways Liaison Officer confirmed that our request for pedestrian crossing improvements on The Street was being investigated under reference LMAL242010 and that a pedestrian/vehicle conflict (PV2) survey had been ordered.</p>

	<p>Improved signing for Blue Mills Bridge would be considered under reference LMAL242012.</p> <p>Action: With regard to the possibility of an extended dropped kerb outside One Stop, the Clerk was asked to chase a response from One Stop and/or the freeholder.</p> <p><u>Speed Indicator Devices - rotation update</u> As mentioned in the Finance Committee Minutes of 28th November, members agreed to leave the SIDs in their current location and await further information from Highways.</p> <p><u>Speedwatch activity</u> The Chairman reported on a most unsatisfactory situation which had become known. In normal circumstances, the registered owner of a vehicle caught speeding by the Speedwatch team would be sent a letter by Essex Police, but it appeared they had made a decision to take no further action if the vehicle was registered outside the county of Essex. (Members noted that this could apply to company cars, delivery vehicles etc). This seemed to apply to roughly 15% of vehicles caught by the Speedwatch team. Cllr Wardrop confirmed that he had written to Essex Police expressing concern.</p> <p><u>Church Green</u> Cllr Bates reported on the current situation where ECC were jetting drains. A storm water pipe had been wrongly diverted to the sewage system and ECC were liaising with the water company to identify a solution.</p>																																																																																																								
<p>4/219</p>	<p>District Councillor Report District Councillor Morgan reported that a new Chief Executive was now in place, Richard Holmes was leaving MDC after 47 years, a new leisure contract had been established, a White Paper on devolution was due out next month (it was unclear what this would mean for MDC), and the budget was close to balancing.</p>																																																																																																								
<p>24/220</p>	<p>County Councillor Report County Councillor Durham was not present.</p>																																																																																																								
<p>24/221</p>	<p>Finance</p> <p>The bank balances below were noted and the following list of payments for the month were approved, proposed Cllr Mickelsen, seconded Cllr Wardrop, all in favour:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Unity Trust Current Account</td> <td style="width: 20%;">30/11/2024</td> <td style="width: 20%; border-left: 1px solid black;">12,031.76</td> <td style="width: 20%;"></td> </tr> <tr> <td>Unity Trust Instant Access</td> <td>30/11/2024</td> <td style="border-left: 1px solid black;">10,450.22</td> <td></td> </tr> <tr> <td>Debit Card</td> <td>30/11/2024</td> <td style="border-left: 1px solid black;">26.15</td> <td></td> </tr> <tr> <td colspan="3"></td> <td style="border-top: 1px solid black; text-align: right;">22,508.13</td> </tr> </table> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Code</th> <th style="text-align: left;">Date</th> <th style="text-align: left;">Bank</th> <th style="text-align: left;">Description</th> <th style="text-align: left;">Supplier</th> <th style="text-align: right;">Net</th> <th style="text-align: right;">VAT</th> <th style="text-align: right;">TOTAL</th> </tr> </thead> <tbody> <tr> <td>67</td> <td>30/11/2024</td> <td>Unity Trust Current Account</td> <td>Unity Bank charges</td> <td>Unity Bank</td> <td style="text-align: right;">6.00</td> <td></td> <td style="text-align: right;">6.00</td> </tr> <tr> <td>68</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Grasscutting</td> <td>D W Maintenance</td> <td style="text-align: right;">85.00</td> <td></td> <td style="text-align: right;">85.00</td> </tr> <tr> <td>70</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Payroll Services Oct</td> <td>J&M Payroll Services</td> <td style="text-align: right;">27.50</td> <td style="text-align: right;">5.50</td> <td style="text-align: right;">33.00</td> </tr> <tr> <td>69</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Village Hall Hire Oct 23 - Sept 24</td> <td>Beacon Hill Sports Association</td> <td style="text-align: right;">945.00</td> <td></td> <td style="text-align: right;">945.00</td> </tr> <tr> <td>71</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Clerk's salary inc backdated payrise</td> <td>Mrs L A Bailey</td> <td style="text-align: right;">1,085.66</td> <td></td> <td style="text-align: right;">1,085.66</td> </tr> <tr> <td>71</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>WFH allowance</td> <td>Mrs L A Bailey</td> <td style="text-align: right;">25.00</td> <td></td> <td style="text-align: right;">25.00</td> </tr> <tr> <td>72</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Clerk Reimb - HP Instant Ink</td> <td>Mrs L A Bailey</td> <td style="text-align: right;">9.99</td> <td style="text-align: right;">2.00</td> <td style="text-align: right;">11.99</td> </tr> <tr> <td>73</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>War Memorial maintenance</td> <td>Little Braxted Parish Council</td> <td style="text-align: right;">457.97</td> <td></td> <td style="text-align: right;">457.97</td> </tr> <tr> <td>74</td> <td>03/12/2024</td> <td>Unity Trust Current Account</td> <td>Remembrance Day contribution</td> <td>Little Braxted Parish Council</td> <td style="text-align: right;">727.32</td> <td></td> <td style="text-align: right;">727.32</td> </tr> <tr> <td colspan="5" style="text-align: right;">Total</td> <td style="text-align: right;">3,369.44</td> <td style="text-align: right;">7.50</td> <td style="text-align: right;">3,376.94</td> </tr> </tbody> </table> <p>With regard to the 2025 Remembrance Day service, members agreed it would be a good idea for the Chairs of Wickham Bishops, Little Braxted and Great Braxted Parish Councils to meet informally. Action: District Councillor Morgan to organise.</p>	Unity Trust Current Account	30/11/2024	12,031.76		Unity Trust Instant Access	30/11/2024	10,450.22		Debit Card	30/11/2024	26.15					22,508.13	Code	Date	Bank	Description	Supplier	Net	VAT	TOTAL	67	30/11/2024	Unity Trust Current Account	Unity Bank charges	Unity Bank	6.00		6.00	68	03/12/2024	Unity Trust Current Account	Grasscutting	D W Maintenance	85.00		85.00	70	03/12/2024	Unity Trust Current Account	Payroll Services Oct	J&M Payroll Services	27.50	5.50	33.00	69	03/12/2024	Unity Trust Current Account	Village Hall Hire Oct 23 - Sept 24	Beacon Hill Sports Association	945.00		945.00	71	03/12/2024	Unity Trust Current Account	Clerk's salary inc backdated payrise	Mrs L A Bailey	1,085.66		1,085.66	71	03/12/2024	Unity Trust Current Account	WFH allowance	Mrs L A Bailey	25.00		25.00	72	03/12/2024	Unity Trust Current Account	Clerk Reimb - HP Instant Ink	Mrs L A Bailey	9.99	2.00	11.99	73	03/12/2024	Unity Trust Current Account	War Memorial maintenance	Little Braxted Parish Council	457.97		457.97	74	03/12/2024	Unity Trust Current Account	Remembrance Day contribution	Little Braxted Parish Council	727.32		727.32	Total					3,369.44	7.50	3,376.94
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	<p><u>To note and agree recommendations made by the Finance Committee</u> The recommendations made at the Meeting held on 28th November 2024 were agreed, proposed Cllr Wardrop, seconded Cllr Mickelsen, all in favour, as were the following:</p> <p>Resolved: To adopt the updated Risk Assessment & Management Policy and Asset Register</p> <p>Resolved: To adopt the updated Financial Regulations</p> <p>Resolved: The budget was agreed, and the 2025/26 Precept set at £24,530, an increase of £2,000 on last year, giving a Council Tax Band D equivalent of £24.00. The Clerk to submit the Precept request to MDC.</p> <p>Cllr Wardrop advised that the resident who had requested a litter bin in Grange Road was willing to make a financial contribution. It was agreed this was generous, but not necessary.</p>
24/222	<p>Progress Reports from Councillors – no decisions required <u>Replacement Notice Board, liaison with BHSA</u> The Clerk had been liaising with the Facilities Manager and between them agreed to wait until Olios had changed hands and ask permission of the new owners before going any further.</p> <p><u>Six Walks Footpath Booklet</u> At a progress meeting, updated maps and descriptions had been agreed, Cllr Mickelsen would be checking Walk 2, Cllr Williams would measure the paths using an online method and the Clerk would make the necessary amendments and liaise with the designer/printer.</p> <p>Action: On the subject of footpaths, the Clerk was asked to write and thank the landowner for allowing walkers and horse riders to use their land as a diversion from the unsafe bridge on BR19 (Blackwater Rail Trail).</p>
24/223	<p>Correspondence St Bartholomews Church had invited a Parish Councillor to read at the 9 Lessons and Carols Service on Sunday 22nd December at 6.30pm. Cllr Morgan had volunteered to assist.</p> <p>A resident had made the council aware of moss on Roots Lane pavements and reported the situation to Highways for attention.</p>
24/224	<p>Parish Council Surgeries <u>November surgery</u> A resident reported a deep pothole at the entrance to One Stop car park. Highways had been alerted and Cllr Durham had escalated the matter.</p> <p><u>Saturday 21st December surgery</u> Cllrs Wardrop and Williams agreed to attend.</p>
24/225	<p>General Village News and Events to Note Cllr Williams had recently attended the BHSA AGM and was now part of a new Strategy Group.</p>
24/226	<p>Date of Next Meetings: Parish Council Meeting, Tuesday 7th January 2025 7.30pm, Village Hall Boardroom Parish Council Meeting, Tuesday 4th February 2025, 7.30pm, Village Hall Boardroom</p>
24/227	<p>Close of Meeting There being no further business, the meeting closed at 8.45pm.</p>