

Wickham Bishops Parish Council

Parish Councillors

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



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

Parish Clerk

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Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 6th December 2022 at 7.00pm in the Village Hall Boardroom

Item	Subject
22/190	Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs Bass (from 7.20pm), Bates, Jarvis, Layley, Mickelsen, Nappo, Williams and the Clerk. One member of the public was present.
22/191	Declaration of Interests and Compliance with the Ethical Framework There were none.
22/192	Approval of Minutes It was resolved that the Minutes of the Parish Council Meeting held on 1 st November 2022 be approved as a true record, proposed Cllr Wardrop, seconded Cllr Mickelsen, all in favour. The Minutes of the Finance Committee Meeting held on 18 th November 2022 were noted.
22/193	Chairman's Report The Chairman had attended the Remembrance Day event and laid a wreath on behalf of WBPC. A total of £475.21 had been raised, benefiting British Legion, Help for Heroes and Combat Stress charities. The road closures had been in place and the service went ahead safely. It was important that a joint meeting with Little Braxted and Great Braxted Parish Councils was organised sooner rather than later to discuss and agree arrangements for the 2023 Remembrance Day event. DCllr Morgan agreed to do this.
22/194	Public Forum There were no comments.
In anticipation of Cllr Bass's arrival, the Chairman delayed the Planning item until after item 22/196.	
22/196	Traffic Calming & Highway Matters (Cllr Bass arrived at 7.20pm) <u>Correspondence from resident asking for parking restrictions in The Street & Great Totham Road</u> Members discussed the various traffic issues around this very busy area. They were not generally in favour of yellow lines as they were considered an unnecessary urbanisation of the village, could discourage visitors to the businesses in this area and would only work if they were enforced. Resolved: After much discussion, members agreed to wait until the re-opening of The Mitre and reassess the situation then. <u>Contact from resident following installation of new Gigaclear cabinet at Snows Corner</u> The resident was not in favour of the cabinet in this location and concerned about damage to nearby tree roots. MDC confirmed that the trees near the cabinet did not have Preservation Orders. A site meeting had been held with Gigaclear, Cllrs Bass, Bates and the Clerk. Gigaclear explained that they had been unable to install the cabinet on the Village Hall verge as this was not Highways owned. Moving the cabinet to the Church Road/The Street verge at a cost to them of around £10k was acknowledged. Resolved: After discussion, members agreed a) to recommend to Gigaclear that as a goodwill gesture they offer to provide the resident with additional laurel plants to screen the view of the cabinet from their property and b) to write to Gigaclear expressing disappointment at the quality of reinstatement of the two grass verges and ask them to make improvements.

	<p>After the site meeting, councillors broached the poor surface of Blacksmiths Lane pavement and Gigaclear had indicated their willingness to resurface the whole length after they had dug their trenches and share the cost of this 50/50 with Highways.</p> <p><u>Other outstanding Highway issues</u> Members were disappointed that the site meeting with Highways had not taken place, the assumption being that the LHP officer was an engineer. Cllr Scott's latest email in response to the Chair chasing various items was noted. The Speedwatch volunteers continued to catch motorists exceeding the speed limit and the formula used by Highways was again questioned. Resolved: Members agreed that the Chair should write to Cllr Durham pressing for a site meeting with an engineer present to see <i>what measures could be implemented</i> to prevent motorists speeding, rather than hearing about what was not possible.</p>
22/195	<p>Planning Applications and Decisions</p> <p>Cllr Bass took the Chair for this item and reminded those present that WBPC were merely a consultee in the process with the final decision resting with MDC.</p> <p>22/01110/VAR Mount Shell Farmhouse, Langford Road Variation on condition 2 on approved planning permission 22/00883/HOUSE (Partial demolition of existing dwelling with erection of two storey extension with retention of remaining dwelling as annexe accommodation and extensions to existing garage). From the online documentation, it was unclear exactly what the variations were. Resolved: The Parish Council recommended APPROVAL.</p> <p>22/001146/WTPO 7 Church Close T1 Oak Tree – Remove all deadwood and reduce crown by removing approximately 2m of new growth from height and sides. The Tree Warden's recommendations were noted. Resolved: The Parish Council recommended APPROVAL with the proviso that a suitably qualified tree surgeon be used.</p> <p>22/01144/WTPO Spinneys, 33 Blacksmiths Lane Scots Pine, works. The Applicant had contacted the Clerk to reassure WBPC that he had no intention of ever removing the tree and was doing all he could to prolong its life. The Tree Warden's comments were noted. Resolved: The Parish Council recommended APPROVAL with the proviso that a suitably qualified tree surgeon be used for the work.</p> <p>22/01061/FUL Wickham Grove, Langford Road Replacement dwelling (renewal of FUL/MAL/19/00538). It was noted that the design of the dwelling was different from the previous application. Resolved: The Parish Council had no objection and recommended APPROVAL.</p> <p><u>Application for TPO's on Library Oak trees – note and acknowledge MDC's refusal</u> Members were disappointed. MDC's response indicated that if the trees were not at risk, then they would not consider them suitable for protection. DCllr Morgan was asked to make further enquiries.</p> <p><u>The following Appeals were noted:</u></p> <p>APP/X1545/D/22/3305521 19 Byron Drive. Part single part two storey side and rear extensions, single storey front and side extension and porch. Changes to fenestration and external materials.</p> <p>APP/X1545/W/22/3305860 Little House, 8 Witham Road. Demolition of existing dwelling and erection of a two-storey detached replacement dwelling & a detached bungalow with access, parking and amenity.</p> <p><u>The following decisions made by MDC were noted:</u></p> <p>FUL/MAL/22/00553 Land south of Bouncers, Wickham Hall Lane. Erection of stable building and associated ancillary facilities and storage for hay and feed. REFUSED</p> <p>HOUSE/MAL/22/00999 1 Church Cottages. Rear and side single storey pitched roof extension. REFUSED</p> <p>WTPO/MAL/22/00302 The Mulberry Spa, 2 The Street. Mulberry – Crown reduction by 2.5m and clearance of loose branches underneath. APPROVED</p> <p>HOUSE/MAL/22/00943 Blackwater House, 11 Blacksmiths Lane. Garage extension and new car port. APPROVED</p>

	<p>WTPO/MAL/22/00291 63 Kelvedon Road. Oak tree – fell. REFUSED</p> <p>FUL/MAL/22/00432 Land between Glen Acres & Chantry House, Ishams Chase. Erection of detached dwelling. REFUSED</p> <p>HOUSE/MAL/22/00274 1 Blue Mills Cottages, Blue Mills Hill. Proposed two storey side and rear extension. Changes to fenestration. REFUSED</p> <p>LDP/MAL/22/01016 Grove House, 2 Chantry Grove. Claim for lawful development certificate for proposed single storey rear/side extension. APPROVED</p> <p>HOUSE/MAL/22/00987 14 Roots Lane. Proposed two storey front, side & rear extension inc building over existing single storey attached garage. Widening of existing vehicular drop kerb access. REFUSED</p> <p>FUL/MAL/22/00935 Land adjacent to Fieldway, Station Road. Agricultural building for viticulture and use of field as vineyard. REFUSED</p>
22/197	<p>District Councillor Report District Councillor Morgan gave a brief report on the 5-year housing land supply working group and talks of devolution. The Local Highways Panel met on 1st December at which it was reported the Tiptree Road and Blacksmiths Lane footways would be completed in Q4.</p>
22/198	<p>County Councillor Report County Councillor Durham was not present.</p>
22/199	<p>Library Working Group Update The Report circulated by Cllr Jarvis was noted which included updates on clubs now meeting in the library as well as building works due to start in January 2023. Cllr Mickelsen queried membership of Beginners Bridge Club and it was explained that at a library open day, 20 members had successfully signed up so there had been no need to advertise further.</p>
22/200	<p>The Platinum Path Despite chasing, only two contractors had submitted quotations for the new gates. A third quote would be obtained, and consideration given to these at the January 2023 PC Meeting.</p>
22/201	<p>Finance Cllr Mickelsen took the Chair for this item.</p> <p>The salary award backdated to 1st April 2022 as per new NJC pay scales and permanent increase of one day annual leave entitlement (pro rata for part-time WBPC Clerk) was noted and agreed.</p> <p>The following recommendations made by the Finance Committee were agreed (proposed Cllr Mickelsen, seconded Cllr Wardrop, all in favour):</p> <p>Resolved: To adopt the updated Risk Management Policy and Asset Register.</p> <p>Resolved: To resurrect the Grants Policy in 2023/24</p> <p>Resolved: To pay £500 to the Clerk for overtime hours worked in respect of CiLCA studies</p> <p>Resolved: The budget was agreed, and the Precept set at £22,536 giving a 2023/24 Band D equivalent of £22.45. This represented a 4% increase. The Clerk to submit the Precept request to MDC.</p> <p>The meeting noted the quarterly report, the bank balance of £25,666.87 and unanimously agreed the following payments:</p>

Wickham Bishops Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST								
Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
88	Outsourced Payroll	06/12/2022	Payroll Services Oct 2022	J&M Payroll Services	S	20.00	4.00	24.00
89	Outsourced Payroll	06/12/2022	Payroll Services Nov 22 & Year End	J&M Payroll Services	S	27.50	5.50	33.00
90	Clerk's Salary	06/12/2022	Clerks Salary inc £394.52 pay award backdated to 1.4.22	Mrs L A Bailey	X	1,166.23		1,166.23
91	PC Office Allowance	06/12/2022	WFH allowance	Mrs L A Bailey	X	25.00		25.00
92	HMRC NIC & Tax	06/12/2022	Employers NI	HMRC	X	13.23		13.23
93	Printing & Postage	06/12/2022	Clerk Reimbursements HP Instant Ink	Mrs L A Bailey	S	8.33	1.67	10.00
93	Mobile Phone costs	06/12/2022	Clerk Reimbursements Vodafone Top-Up	Mrs L A Bailey	Z	20.00		20.00
93	Printing & Postage	06/12/2022	Clerk Reimbursements 8 x 2nd Class Stamps	Mrs L A Bailey	Z	5.44		5.44
94	Petty Cash	06/12/2022	Transfer to Petty Cash	Petty Cash	Z	100.00		100.00
Total						1,385.73	11.17	1,396.90
22/202	<p>Parish Council Monthly Surgeries <u>Comments from the November Surgery</u> A neighbour of OneStop had experienced difficulties regarding responsibility for a boundary fence, a complaint had been received about the poor state of the Blacksmiths Lane footway and an enquiry made into reducing the speed limit for Grange Road.</p> <p>The next Surgery would take place on Saturday 17th December with Cllrs Bates & Williams present. Resolved: The Clerk to initially check possible 2023 Surgery dates with library staff.</p>							
22/203	<p>Parish Council Election May 2023 The forthcoming election was noted. No-one had come forward to fill the current vacancy. Action: The Clerk to advertise the vacancy on WBPC's website and FB page.</p>							
22/204	<p>Correspondence <u>Police 'Beat Surgery' idea for parishes</u> Members agreed that Police presence in the village would be a very good idea. It was felt that both the Village Hall and Library would be suitable venues. Resolved: Cllr Williams to first ask BHSA if an area of the Village Hall could be used for this purpose.</p> <p>A resident had written to make the PC aware of youngsters congregating in a field off Handleys Lane, playing loud music, throwing things and making a nuisance in the stable building. The Police had been made aware. After discussion, the Clerk was asked to thank the resident and advise that enquiries could be made through MDC as to ownership of the land.</p>							
22/205	<p>Progress Reports from Councillors – no decisions required It was reported that OneStop had experienced thefts and rowdy behaviour involving school children.</p> <p>Cllr Bates advised that Gigaclear were offering to connect Village Halls free of charge. Action: The Clerk to forward the relevant information to Cllr Williams for BHSA.</p> <p><u>Biodiversity Project</u> Cllr Williams was pleased to report that Essex Wildlife Trust had recently included a mention of WBPC's work in their latest magazine, talks of a possible tree exchange were taking place with the library and Horticultural Club, and the group hoped to get involved with WB Open Gardens Day to promote various aspects of biodiversity in the village.</p> <p>Cllr Wardrop reported that 12 Speedwatch sessions had taken place in November with 123 vehicles caught exceeding the speed limit, an average of 10 per session.</p>							
22/206	<p>General Village News and Events to Note It was noted that the recent Christmas Fayre at the Church had raised £1500 for Church funds.</p>							
22/207	<p>Date of Next Meetings: Parish Council Meeting - Tuesday 3rd January 2023, 7.30pm, Village Hall Boardroom Planning Committee Meeting (if required) – date to be confirmed Parish Council Meeting – Tuesday 7th February 2023 7.30pm, Village Hall Boardroom</p>							
22/208	<p>Close of Meeting There being no further business, the meeting closed at 8.40pm.</p>							