

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 Meeting of Wickham Bishops Parish Council held on Tuesday 4th February 2025 at 7.30pm in the Village Hall Boardroom

Item	Subject
25/021	<p>Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs, Bass, Bates, Layley, Mickelsen, Morgan, Nappo and the Clerk Apologies for absence were accepted from Cllr Williams. County Cllr Durham was not present. There were 9 members of the public in attendance.</p>
25/022	<p>Declaration of Interests and Compliance with the Ethical Framework Cllr Morgan declared a non-pecuniary interest in Planning matters and would not take part in voting as he may be called upon to do so in his role on the NW Area Planning Committee.</p>
25/023	<p>Approval of Minutes The Minutes of the Parish Council Meeting held on 7th January 2025 were agreed as a true record, proposed by Cllr Wardrop, seconded by Cllr Layley, all in favour.</p>
25/024	<p>Chairman's Report Nothing to report.</p>
25/025	<p>Clerk's Report A volunteer had stepped forward to join the footpath clearance team, a letter had been sent to the occupier of a property on the corner of Blacksmiths Lane/Byron Drive asking them to trim back vegetation encroaching on the pavement. Following an enquiry by the Clerk, DigiGo advised that they had no immediate plans to expand further or extend to Wickham Bishops, but this could be considered in the future.</p>
25/026	<p>Public Forum An increase in dog fouling was reported. Action: The Clerk to publicise the penalties/fines as a reminder to dog owners and the Chairman would utilise the fluorescent spray. The planning applicant for 27 Holt Drive spoke briefly on his proposals. A resident had raised the suggestion of traffic lights on Blue Mills Bridge at the January surgery and on social media and received much support. To be discussed later as part of the agenda.</p>

25/027	<p>Housing Needs Survey</p> <p>Rachel Fahie from RCCE gave a short presentation explaining the results of the survey, to which there had been a 32% response rate (Essex average was 25%). Key findings indicated that there was strong support for a small development (4-8 homes) of primarily affordable housing for local people, a need for homes for older/retired people wanting to downsize and for the younger generation wanting to set up their first home. Two and three-bedroom properties were the most preferred size. Rachel agreed to forward a summary of the findings for WBPC to share with residents. Councillors thanked Rachel and RCCE for their work.</p>
25/028	<p>Police Liaison Unfortunately PC Ash Hofton was not present.</p>
25/029	<p>Land rear of 9 Church Road – Planning Appeal – update, if any</p> <p>Earlier today the Parish Council had been most disappointed to learn that the Appeal had been allowed. Members agreed that, along with the Action Group, they could not have done any more and felt let down by Maldon District Council.</p> <p>The response from Matt Winslow at MDC to our letter of 8th January was acknowledged as was written comments on this response from a member of the Action Group.</p>
	<p>Public Forum</p> <p>As this was such an important topic, the Chairman suspended the meeting to allow members of the public present to express their views on the Appeal decision. Residents were gravely disappointed at the decision of the Planning Inspector and felt that in hurrying to respond to PINS on the matter of the new NPPF, MDC officers had acted in a way which had bypassed the democratically elected members. They were keen that the PC should not let this matter go.</p>
25/029	<p>Land rear of 9 Church Road – Planning Appeal continued</p> <p>After much discussion, and taking residents comments into account, it was resolved that:</p> <ul style="list-style-type: none"> • WBPC would respond to Matt Winslow’s letter. Whilst he had explained the process followed prior to MDC’s response to PINS, questions would be asked as to why MDC had not thought to ask PINS for a time extension, and why they felt the situation could ‘open MDC up to costs which need to be avoided’. (A copy of this and Matt Winslow’s letter to be forwarded to Dame Priti Patel MP). • WBPC would supply District Cllr Morgan with a set of questions on MDC’s handling of the request from PINS and ask him to raise the matter at the Overview and Scrutiny Committee of which he was Chair. • Whilst Parish Councils could not make a complaint to the Local Government Ombudsman, it was suggested that the Action Group investigate pursuing a case against MDC and the processes they had followed. <p>Members noted that the Action Group had made a Freedom of Information request to MDC, the results of which had not yet been received.</p> <p>Discussion took place around a Judicial Review (which was dismissed at this stage as being too costly and unlikely to succeed).</p> <p>Members agreed that it would be essential to liaise with the developers before building commenced to ensure residents would not be unnecessarily inconvenienced by the upheaval.</p>

<p>25/030</p>	<p>Planning Applications and Decisions Cllr Bass took the Chair for this item</p> <p>25/00034/HOUSE 27 Holt Drive Two storey front extension, single storey rear extension and alterations to fenestration. Resolved: Members had no objection to the proposals and recommended APPROVAL.</p> <p>The following delegated response by the Clerk was noted:</p> <p>25/00035/LDP 7 Arbour Lane Claim for lawful development certificate for proposed single storey extension. No objection.</p> <p>The following Claim for Lawful Development certificate was noted:</p> <p>25/00069/LDP 30 Blacksmiths Lane Claim for lawful development certificate for proposed single storey rear extension and removal of chimney.</p> <p>The following decisions made by MDC were noted:</p> <p>24/00880/WTPO The Oaks Paddock Chase Oak trees - Remove dead limbs including some limbs that are beginning to encroach onto the roof level for safety reasons and crown lift by 2m APPROVED</p> <p>24/00854/VAR Long View 2 Grange Road Variation of condition 2 on 23/00618/FUL (Replacement dwelling with detached double cart lodge) APPROVED</p>
<p>25/031</p>	<p>Traffic Calming & Highway Matters</p> <p><u>Consider request from residents for traffic lights on Blue Mills Bridge</u> During recent remedial works, temporary traffic lights had found favour with some residents. Members noted the significant improvement the traffic lights at Maldon Road had made to the general flow in traffic but acknowledged that repeated requests to Highways to improve and mend signage and clear overgrown vegetation had received a very limited response from them.</p> <p>Resolved: The Clerk to write to County Cllr Durham with greater vigour (!) asking for signs to be cleaned, mended and improved, a new STOP/GIVE WAY sign to make it clearer for motorists, and the vegetation cleared from the whole area.</p> <p><u>Great Totham Road congestion during recent diversion – consider appropriate action, if any</u> During recent utility works in Maypole Road, increased traffic had used Great Totham Road and caused chaos, partly due to the long line of parked cars. Resolved: The Clerk to write to CClr Durham asked Highways to give consideration to diversions in future.</p> <p>Additional ‘H’ bar markings across driveways was thought to be a possible solution, enabling passing places for motorists overtaking the parked cars. Resolved: The Clerk to make enquiries through the SEPP.</p> <p>Continuing problems with surface water at Station Road/Wickham Hall Lane junction and reminder sent to CClr Durham/Highways was noted.</p> <p><u>Langford Road overbridge – closure of road – Summer 2025</u> Hatfield Peverel Parish Council had written asking if WBPC would be interested in joining forces to liaise with the developer at Westcombe Park and Highways to ensure that traffic flows were managed effectively. Resolved: The Clerk to advise that Cllrs Bass, Layley and Wardrop would be pleased to meet up.</p> <p><u>Traffic Survey, The Street/Maypole Road</u> Received too late for inclusion on the Agenda, CClr Durham had written to advise that data from the speed and traffic survey had been received which showed a broad compliance with the speed</p>

	<p>limit, the upshot being the traffic data did not support a pedestrian crossing at this location. Members were disappointed but agreed this clarified the position once and for all.</p> <p>Water running into the carriageway from the new house being built along Mope Lane would be reported to Highways for investigation. Resolved: The Clerk to write to MDC Planning.</p>																																																																																							
25/032	District Councillor Report District Cllr Morgan was still waiting to hear about the unitary authority situation.																																																																																							
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25/034	<p>Finance The following balances as at 31st January 2025 were noted:</p> <table border="1"> <tr> <td>Petty Cash</td> <td>31/01/2025</td> <td>0.00</td> </tr> <tr> <td>Unity Trust Current Account</td> <td>31/01/2025</td> <td>6,448.95</td> </tr> <tr> <td>Unity Trust Instant Access</td> <td>31/01/2025</td> <td>10,520.21</td> </tr> <tr> <td>Debit Card</td> <td>31/01/2025</td> <td>126.15</td> </tr> <tr> <td></td> <td></td> <td style="border-top: 1px solid black; text-align: right;">17,095.31</td> </tr> </table> <p>Resolved: The following payments were approved, proposed Cllr Wardrop, seconded Cllr Layley, all in favour:</p> <p style="text-align: center;">PAYMENTS LIST</p> <table border="1"> <thead> <tr> <th>Code</th> <th>Date</th> <th>Bank</th> <th>Description</th> <th>Supplier</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>84</td> <td>31/01/2025</td> <td>Unity Trust Current Account</td> <td>Unity Bank charges</td> <td>Unity Bank</td> <td>6.00</td> <td></td> <td>6.00</td> </tr> <tr> <td>85</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Trucam Services Oct - Dec</td> <td>Maldon District Council</td> <td>573.35</td> <td>114.67</td> <td>688.02</td> </tr> <tr> <td>86</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Scribe Accounts Annual Subscription</td> <td>Scribe Accounts</td> <td>357.12</td> <td>71.42</td> <td>428.54</td> </tr> <tr> <td>87</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Working from home allowance</td> <td>Mrs L A Bailey</td> <td>25.00</td> <td></td> <td>25.00</td> </tr> <tr> <td>87</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Clerk's salary</td> <td>Mrs L A Bailey</td> <td>872.54</td> <td></td> <td>872.54</td> </tr> <tr> <td>88</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Payroll January</td> <td>J&M Payroll Services</td> <td>27.50</td> <td>5.50</td> <td>33.00</td> </tr> <tr> <td>89</td> <td>04/02/2025</td> <td>Unity Trust Current Account</td> <td>Clerk Reimbursements - HP Instant Ink</td> <td>Mrs L A Bailey</td> <td>9.99</td> <td>2.00</td> <td>11.99</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">Total</td> <td></td> <td>1,871.50</td> <td>193.59</td> <td>2,065.09</td> </tr> </tbody> </table> <p>It was noted that Cllr Nappo had undertaken an Internal Scrutiny of the accounts, and all was in order.</p>	Petty Cash	31/01/2025	0.00	Unity Trust Current Account	31/01/2025	6,448.95	Unity Trust Instant Access	31/01/2025	10,520.21	Debit Card	31/01/2025	126.15			17,095.31	Code	Date	Bank	Description	Supplier				84	31/01/2025	Unity Trust Current Account	Unity Bank charges	Unity Bank	6.00		6.00	85	04/02/2025	Unity Trust Current Account	Trucam Services Oct - Dec	Maldon District Council	573.35	114.67	688.02	86	04/02/2025	Unity Trust Current Account	Scribe Accounts Annual Subscription	Scribe Accounts	357.12	71.42	428.54	87	04/02/2025	Unity Trust Current Account	Working from home allowance	Mrs L A Bailey	25.00		25.00	87	04/02/2025	Unity Trust Current Account	Clerk's salary	Mrs L A Bailey	872.54		872.54	88	04/02/2025	Unity Trust Current Account	Payroll January	J&M Payroll Services	27.50	5.50	33.00	89	04/02/2025	Unity Trust Current Account	Clerk Reimbursements - HP Instant Ink	Mrs L A Bailey	9.99	2.00	11.99				Total		1,871.50	193.59	2,065.09
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25/035	<p>To review and re-adopt Policies</p> <p>Resolved: Councillors unanimously resolved to re-adopt the following Policies:</p> <ul style="list-style-type: none"> • Retention Policy • Pre-Application Protocol • Email Policy & Guidelines • Recording of Meetings 																																																																																							
25/036	Spring Litter Pick – fix date Saturday 26 th April, 11am at the Library.																																																																																							
25/037	Progress Reports from Councillors – no decisions required <ul style="list-style-type: none"> • Footpath Booklet. Cllr Williams and the Clerk to liaise and finalise. • Noticeboard outside Olios. An approach would be made to the new owners once the premises opened. • A possible grant from Perrywoods Nursery would be investigated by the Biodiversity Group. 																																																																																							
25/038	Correspondence Essex Air Quality Strategy Consultation (deadline 2 March 2025) – Noted.																																																																																							

25/039	<p>Parish Council Surgeries</p> <p><u>January surgery:</u> A request for traffic lights at Blue Mills Bridge (as considered above).</p> <p><u>Saturday 15th February surgery:</u> Cllrs Layley and Morgan to attend.</p>
25/040	<p>General Village News and Events to Note</p> <p>Cllr Bates asked if Stephenson's bus company could be approached to consider extending their service into Wellands and Blacksmiths Lane. To be considered on the March Agenda.</p>
25/041	<p>Date of Next Meetings:</p> <p>Parish Council Meeting, Tuesday 4th March 2025, 7.30pm, Village Hall Boardroom</p> <p>Parish Council Meeting, Tuesday 1st April 2025, 7.30pm, Village Hall Boardroom</p>
25/042	<p>Close of Meeting</p> <p>There being no further business, the meeting closed at 9.37pm.</p>