

# Wickham Bishops Parish Council

## Parish Councillors

Mrs A Mickelsen (Chairman)  
I D Wardrop (Vice-Chairman)  
H M Bass  
P J Bates  
K W Jarvis  
I S F MacGregor  
R Mundell  
S J Nicholas  
J Williams



Winner Best Kept Village 2009, 2015  
3<sup>rd</sup> Place Essex Village of the Year 2015  
[www.wickhambishopsparishcouncil.org](http://www.wickhambishopsparishcouncil.org)

## Parish Clerk

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<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 5<sup>th</sup> February 2019 at 7.30pm in the Village Hall Boardroom</b>	
<b>Item</b>	<b>Subject</b>
<b>19/023</b>	<b>Those Present and Apologies for Absence</b> In the chair: Cllr Mickelsen Present: Cllrs Bass, Bates, MacGregor, Mundell, Nicholas, Wardrop and Williams; the Clerk. Apologies for absence were accepted from Cllr Jarvis. There were ten members of the public present, including the Tree Warden Mr Chris Cooke.
<b>19/024</b>	<b>Declaration of Interests and Compliance with the Ethical Framework</b> There were no Declarations of Interests.  Two members of the public joined the meeting.
<b>19/025</b>	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 8 <sup>th</sup> January 2019 be approved as a true record. Proposed Cllr Williams, seconded Cllr Wardrop. <b>Resolved:</b> that the minutes of the Planning Committee meeting held on 18 <sup>th</sup> January 2019 be approved as a true record. Proposed Cllr Mundell, seconded Cllr MacGregor.
<b>19/026</b>	<b>Chairman's Report</b> The Chairman thanked Cllrs Mundell and Nicholas for creating the permanent dog waste bag dispensers and affixing them to some of the dog waste bins in the parish. Cllr Mundell was pleased to report that the dispensers were being refilled by members of the community. Despite a recent reoccurrence of regular fouling near the telephone exchange, Cllr Nicholas advised the problem was reduced overall.  A member of the public joined the meeting.  The chairman highlighted the Library Strategy Consultation and Draft Neighbourhood Plan surveys and urged the public to complete them.
<b>19/027</b>	<b>Clerk's Report</b> The Clerk drew the meeting's attention to the updated Issues List. The missing drain cover in Kelvedon Road had been replaced by Essex Highways and the work to fill in the footway pothole on Blacksmiths Lane was expected to be conducted soon. Cllr Wardrop stated that the 'SLOW' marking request for the roadway in Wellands had been deleted by the Maldon Local Highways Panel. <b>Action:</b> D/Cllr Bass to raise the matter with the Maldon LHP.  The Clerk noted that there was increasing engagement with residents via the Council's Facebook page. The Precept request had been submitted and Draft Neighbourhood Plan consultation letters sent.
<b>19/028</b>	<b>Neighbourhood Plan</b> The Regulation 14 Draft Plan Consultation had commenced on 16 <sup>th</sup> January. To date, only 28 responses to the survey <a href="http://www.wickhambishopsparishcouncil.org/neighbourhood-plan">www.wickhambishopsparishcouncil.org/neighbourhood-plan</a> had been received but between 92% and 100% of respondents supported the policies. Cllr Williams asked the public to complete the questionnaire before the 11 <sup>th</sup> March deadline.

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<b>19/029</b>	<p><b>Library Strategy Working Group</b></p> <p>The Freedom of Information requests submitted by the Working Group had not yet been answered by Essex County Council (ECC). Research into the library building's ownership had revealed documents showing the Church had owned the building in the 1970s and begun the process of selling it to ECC. There were no documents proving the transfer took place, however the Group had concluded the County Council's ownership claim was sufficient to prevent a successful claim by the Parish Council.</p> <p>Councillors Bates and Jarvis had arranged for a leaflet to be delivered with the parish magazine, reporting on the proposed strategy and urging residents to complete the survey. The leaflet had been printed free of charge to the Parish Council.</p> <p>The Working Group had compiled a proposed Parish Council response to the consultation and a document objecting to the data collected, and its method of use, by ECC.</p>
<b>19/030</b>	<p><b>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person</b></p> <p>Three members of the public spoke against planning application <i>19/00051/HOUSE - 17 School Road Wickham Bishops</i>, stating the rear dormer, glazed roof and difference in ground level would cause a loss of privacy to their houses behind, with overlooking directly into bedrooms and bathrooms, and possibly a loss of light. The dormer's scale was also thought to result in an overly dominant feature to the rear of the applicant's property.</p> <p>A member of the public suggested that the local shops might be prepared to display posters advertising the threat to the library in their windows.</p> <p><b>Action:</b> <i>Cllr Bates to provide A3 posters to any amenable local business owners.</i></p> <p>Two residents suggested the restriction between the One Stop and Mulberry Tree car parks had caused an increase in the number of vehicles parking in The Street and Great Totham Road, causing obscured sightlines and increased risk to safety, and urged the Parish Council to install counter-measures. One of the residents read out part of a document from 1967 which he understood to mean that the car park was shared, however this was believed to have other interpretations, likely superseded.</p> <p>A resident queried the approval by the Planning Authority of the restriction and was advised that Essex Highways had raised no objection, the gap being greater than the normal, maximum, UK vehicle width.</p>
<b>19/031</b>	<p><b>Planning Applications and Decisions</b></p> <p>D/Cllr Bass refrained from voting on the applications due to the possibility of his involvement in determining the applications at Maldon District Council (MDC).</p> <p><u>Applications</u></p> <p><b>19/00051/HOUSE - 17 School Road Wickham Bishops</b></p> <p>One letter of objection had been received.</p> <p>The Chairman of the Planning Committee, Cllr MacGregor, reported that neighbouring dwellings had roof lights. The right to light was acknowledged as a material planning consideration. Councillors noted that whilst the application site level was significantly lower than the houses to the rear, a high degree of overlooking directly into bedrooms and bathrooms would result, which would not be mitigated by the proposed 1.8m fence. The proposal was therefore concluded to constitute an unneighbourly form of development adversely affecting the amenity of the rear dwellings, and to be out of keeping with the neighbouring properties.</p> <p><b>Resolved:</b> The Parish Council recommended REFUSAL. Proposed Cllr Nicholas, seconded Cllr Mundell.</p> <p>A member of the public left the meeting.</p> <p><b>19/00052/HOUSE - Corner Oaks Tiptree Road Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>The Planning Committee Chairman reported that the design was similar to that approved in 2011.</p> <p><b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr Mundell, seconded Cllr Nicholas.</p> <p><b>19/00010/FUL - Lynton Station Road Wickham Bishops</b></p> <p>No letters of representation had been received.</p> <p>Councillors considered that the mobile home was necessary to complete the development of the site.</p> <p><b>Resolved:</b> The Parish Council recommended APPROVAL. Proposed Cllr Mundell, seconded Cllr MacGregor.</p>

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	<p><b>18/01333/FUL - Land North West of Fernbrook Hall Mope Lane Wickham Bishops</b> No letters of representation had been received. Councillors noted that the proposal was in a location considered to be unsustainable, being well outside of the development boundary with no convenient vehicle-free method of accessing local services. The plans were reported to result in sub-division of an established plot and the proposal for a large, six-bedroomed dwelling was not in accordance with the 2017 independently-assessed local housing need. For these reasons, the application was concluded to be against the policies contained in the Draft Neighbourhood Plan and the Maldon District Local Development Plan. In response to an interjection from two members of the public, the Parish Council Chairman explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision. <b>Resolved:</b> The Parish Council recommended REFUSAL. Proposed Cllr MacGregor, seconded Cllr Wardrop.</p> <p><b>19/00050 - Maypole Hall Maypole Road Great Totham</b> No letters of representation had been received. Cllr MacGregor reported that an August 2018 application to convert the land from agricultural to amenity land and build a dwelling had been refused. Councillors drew a comparison with a recent request on Wickham Hall Lane. <b>Resolved:</b> The Parish Council recommended APPROVAL with condition of no future development of the land. Proposed Cllr Nicholas, seconded Cllr Wardrop.</p> <p>There were no delegated decisions made by the Parish Clerk, or decisions made by the Planning Inspectorate, to note.</p> <p>The decisions made by Maldon District Council were noted. The Tree Warden reported that several recent applications for maintenance of Tree Protection Order trees had been refused, contrary to the Parish Council's recommendations. <b>Action:</b> D/Cllr Bass to provide the contact details of the MDC's Tree Officer.</p> <p>Six members of the public left the meeting.</p>
19/032	<p><b>Library Strategy Consultation Response</b> <b>Resolved:</b> Following discussion, the Parish Council's response to the consultation was agreed. The Parish Council would object the tiering assessment, data interpretation and the County Council's refusal to consider the social benefits of the library. The response would urge the County Council to continue providing the library service in the existing building and would provide an Expression of Interest in taking on the building and service should ECC continue with the planned closure. Proposed Cllr Bates, seconded Cllr Mundell. <b>Action:</b> Cllr Bates to provide the amended text to the Clerk, for inputting to the survey. <a href="https://surveys.essexinsight.org.uk/librarystrategy2018">https://surveys.essexinsight.org.uk/librarystrategy2018</a></p> <p>A member of the public left the meeting.</p>
19/033	<p><b>Parking at One Stop and The Street</b> Cllr Bass explained that the proprietor of The Mulberry Tree had been unable to attend the meeting, and recommended the Parish Council facilitate a meeting between the business owners. Cllr Bass also stated that the gap in the planting was not in the optimal location and hoped it could be adjusted towards The Street. The District Councillor noted that a large proportion of the vehicles parked on Great Totham Road in the previous weeks were untaxed. Councillors acknowledged that the 1960s documents could be interpreted in conflicting ways and were probably superseded in the 1970s, and that no compelling evidence of a public right of way across the car park or general public parking had been produced. It was recognised that it would not be possible to enforce parking restrictions to the layby or to ensure deliveries were made only at certain times. <b>Action:</b> D/Cllr Bass to report untaxed vehicles to the Community Protection Team. <b>Action:</b> The Clerk to ask the proprietors of The Mulberry Tree and One Stop to delineate the parking spaces, which would improve parking efficiency and encourage users not to block the planting gap. <b>Action:</b> The Chairman, District Councillor and Cllrs Nicholas and Wardrop to meet with the business owners and tenants to encourage a local agreement on safe and reasonable parking.</p>

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<b>19/034</b>	<p><b>Governance: Annual Review of Standing Orders and Financial Regulations</b>  <b>Resolved:</b> The Standing Orders were reviewed and adopted with no amendments. Proposed Cllr Mickelsen, seconded Cllr MacGregor.  <b>Resolved:</b> The Financial Regulations were reviewed and adopted with no amendments. Proposed Cllr Mickelsen, seconded Cllr MacGregor.</p>
<b>19/035</b>	<p><b>Finance</b>  <b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr Mundell, seconded Cllr MacGregor.</p>
<b>19/036</b>	<p><b>Annual Litter Pick</b>  It was agreed that the next parish litter pick would be held on 27<sup>th</sup> April, avoiding the Easter break.</p>
<b>19/037</b>	<p><b>Monthly Councillor Surgeries</b>  There were several visitors to the 19<sup>th</sup> January Surgery, which was attended by District and County Councillor Mark Durham CC and the Wickham Bishops Neighbourhood Watch Coordinator. Visitors reported concerns with the possible closure of the library, lack of resurfacing of Byron Drive and difficulties parking at One Stop. Cllr Durham CC was pleased to advise that resurfacing of Byron Drive would be going ahead, and to answer some of the library closure queries.   Attendees at the 16<sup>th</sup> February Surgery would be Cllrs Mickelsen and Mundell.</p>
<b>19/038</b>	<p><b>Neighbourhood Watch Report</b>  Cllr Williams read a report from the NHW Coordinator, highlighting a rise in online fraud and a break-in to Maypole Pet and Garden Store in what was an otherwise quiet month in the Maldon district.</p>
<b>19/039</b>	<p><b>District Council Report</b>  The District Councillor praised the work of Maldon District Council in replacing the broken tree whips on Rainbow Field with some substantial saplings. D/Cllr Bass had arranged for the re-planting to provide an obvious avenue between the young trees to ensure future mowing would avoid further damage.   Sadly, the Braintree Local Highways panel meeting, at which D/Cllr Bass hoped to progress the request to extend the operational hours of the traffic lights near Benton Hall, had been cancelled.   MDC was considering taking on the Grange Road flooding alleviation scheme with ECC funding.</p>
<b>19/040</b>	<p><b>Correspondence to Note:</b>  The correspondence regarding the Grange Road flooding alleviation project, and the Chelmsford Park and Ride Consultation, was noted, as was the decision by MDC to close the Maldon Tourist Information Centre and cut funding to the Maldon Citizens' Advice Bureau.</p>
<b>19/041</b>	<p><b>Progress Reports from Councillors</b>  Inclement weather had delayed the installation of the refurbished village sign.   Cllrs MacGregor and Nicholas reported that ECC had visited the site of the Handleys Lane ditch, but that the consultants RAB still had not. The road planings, for improving the central part of the Handleys Lane byway, had not yet arrived from the County Council's Public Rights of Way team.   <i>The completion of the dog waste bag dispensers initiative was reported under item 19/026.</i></p>
<b>19/042</b>	<p><b>General Village News to Note:</b>  The PTFA Quiz, to be held in the Village Hall on 8<sup>th</sup> February to raise school funds, was noted.</p>
<b>19/043</b>	<p><b>Dates of Next Meetings:</b></p> <ul style="list-style-type: none"> <li>- Friday 15<sup>th</sup> February 2019 Planning Committee Meeting at 11.30am <i>if required</i></li> <li>- Tuesday 5<sup>th</sup> March 2019 Parish Council Meeting at 7.30pm</li> </ul>
<b>19/044</b>	<p><b>Close of Meeting 9.38pm</b>  Items for future agendas:</p> <ul style="list-style-type: none"> <li>- Adoption of a Death of a Senior National Figure Protocol (Full Council, 5<sup>th</sup> March)</li> <li>- Annual review of asset register and risk assessment (Finance Meeting, 15<sup>th</sup> March)</li> </ul>