

# 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  
3<sup>rd</sup> Place Essex Village of the Year 2015  
[www.wickhambishopsparishcouncil.org](http://www.wickhambishopsparishcouncil.org)

## Parish Clerk

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## Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 6<sup>th</sup> February 2024 at 7.30pm in Wickham Bishops Village Hall Boardroom

### **24/001 Those Present and Apologies for Absence**

In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Layley, Mickelsen, Morgan, Nappo and Williams. Apologies were received from the Clerk. Also present were C/Cllr Durham and 5 members of the public.

### **24/002 Declaration of Interests and Compliance with the Ethical Framework**

Cllrs Bass and Nappo declared a non-pecuniary interest in Planning Application 24/00005.

### **24/003 Approval of Minutes**

The minutes of the Parish Council meeting on 5 December 2023 were agreed as a true record; proposed by Cllr Wardrop, seconded by Cllr Mickelsen, all in favour.

The minutes of the Planning Committee meeting on 12 January 2024 were noted.

### **24/004 Chairman's Report**

The Chairman reported on a number of issues:

- (a) On the matter of lorries delivering to One Stop and parking on the footway, the Chairman confirmed that he had spoken to the manager who told him that police had twice visited the store about complaints they had received. Police intended to prosecute future offences. Whilst acknowledging the concerns, members were more concerned by parking problems in Gt Totham Road, particularly very close to the junction with The Street. C/Cllr Durham agreed to check progress on the dropped kerb application. Cllr Wardrop would speak to the One Stop manager about the possibility of 'A' Boards being placed in the adjoining layby in advance of arrival of delivery lorries to ask drivers not to park there.
- (b) Handleys Lane rubbish had been cleared by Moat Housing but more had appeared on the verge nearer the by-way.
- (c) A resident of Blacksmiths Lane had emailed about cars parked against the verge of 31 Blacksmiths Lane, a narrow part of the road, and damaged the verge.
- (d) Cllr Wardrop had received a complaint that the pods outside Mrs Salisbury's Tea Rooms should have been removed after the Christmas and New Year period. The resident had been advised to contact MDC. Cllr Mickelsen suggested that the complainant should approach the business direct about any concerns. It was noted that the building was listed.
- (e) An email had been received about the actions of a route 90 bus driver in Tiptree who had apparently refused to move the bus through the narrow part of the road because of traffic coming the other way. Members thought seeking a weight or speed restriction on the road could be counter-productive in pushing the perceived HGV problem elsewhere. The resident had contacted the bus company.

## **24/005 Public Forum**

The applicant's agent spoke about 24/00005/OUTM the planning application for Kelvedon Road.

## **24/006 Planning Applications and Decisions**

It was noted that Cllr Morgan would not take part in voting on planning applications as he may be required to do so at MDC. Cllr Bass, as Chair of the Planning Committee, took the Chair for this item.

*24/00013/FUL – Tumbrils, 14 Tiptree Road – Construction of a replacement dwelling with a detached outbuilding.* This was, in effect, a one-for-one replacement, albeit much larger than the adjoining semi. Resolved: Recommended approval, proposed by Cllr Bass, seconded by Cllr Wardrop, all in favour.

*24/00005/OUTM – Land rear of Pippins, Kelvedon Road - Outline planning permission with access, layout and scale for erection of 25 dwellings.* One letter of objection had been received from a near neighbour. Councillors discussed this at length. Points covered were that this was, in effect, backland development, urbanisation of open land, intrusion into the open countryside, and would impact on the adjoining public footpath and views therefrom. It was also outside the development boundaries for both Wickham Bishops and Gt Totham. It also appeared to be contrary to Policy GTO1 of the Gt Totham Neighbourhood Plan in that it did not meet item A of that Policy and did not meet all of the three criteria set out at item B of that Policy. No yellow site notices had been seen in the adjacent area. Resolved: Recommended refusal on the grounds that it did not comply with MDC LDP Policies S8, S1 para 3 (not previously developed land and not included in Strategic Allocations) and H4 and Gt Totham Neighbourhood Plan Policy GTO1, proposed by Cllr Wardrop, seconded by Cllr Layley, six in favour, one abstention.

*23/01000/HOUSE – 1 Heron Way – New vehicular access/driveway including erection of gates.* Proposed removal of hedgerow was likely to be contrary to the original conditions approved in 17/01474 at the time of the development and could set a precedent for other properties in the cul-de-sac. Resolved: Recommended refusal, proposed by Cllr Williams, seconded by Cllr Wardrop.

*23/00945/LBC – Wickham Hall – Replacement of 4 old damaged roof light windows.* This was, in effect, a retrospective application as the work had already been done, with agreement of MDC, due to leaks. Resolved: Recommended approval, proposed by Cllr Bass, seconded by Cllr Wardrop, all in favour.

### *Land adjacent to Summer House*

MDC's enforcement officer's comments had been received shortly before the meeting commenced. Members remained greatly concerned that not all the issues raised had been considered by the enforcement officer. MDC's NW Area Planning Committee had been explicitly told by the developer that no windows would be placed in the loft area, yet there are some there now. The second storey was intended as plant and storage rooms not needing windows yet the house was now marketed as a 6 bedroom house with 2 bedrooms in the second storey. Cllr Morgan would respond to the enforcement officer in these terms.

*Confirmation of TPO in Tiptree Road - Noted.*

*23/01102 – 19 Church Green – Claim for lawful development certificate for proposed part single storey, part 2 storey rear extension. Single storey side extension. Addition of dormer to rear roof slope. New window to side, addition of rooflight to principal elevation.* MDC refusal noted.

*Land adjacent to 5 Grange Road – Proposed one self-build custom designed dwelling.* Decision to allow appeal noted. Some inconsistencies in the Planning Inspector's decision were also noted but it was considered unlikely that MDC would pursue the matter.

**24/007 Planning Reforms**

**National Planning Policy Framework & Government.** Changes noted.

**Government Consultation on Street Vote Development Orders.** WBPC submission noted.

**24/008 Land rear of 9 Church Road**

After discussion, it was agreed that Cllr Wardrop would draft a letter to MDC seeking an explanation of the decision making in this case, specifically concerning what policies were being followed that merited giving the need for additional affordable housing to override all other relevant LDP policies. It was agreed that Cllr Wardrop would write as drafted to ECC in response to the explanation for the reasons recommending approval of this application on highways grounds, particularly the use of Wickham Hall Lane as a route to Maldon.

It was also agreed that the Working Group would be put into abeyance pending notification of any appeal, so as to avoid confusion with the separate, non-Parish Council Action Group.

**24/009 Traffic Calming and Highways matters**

A resident had raised a query about rotation of Speed Indicator Devices. Cllr Durham agreed to take up the matter with Essex Highways again.

Cllr Morgan had spoken to the resident of Gt Totham Road who was concerned about parking problems in the road. Cllr Morgan was pursuing provision of white H markings in the carriageway.

The agreed widening and re-alignment of the A12 was noted. The potential impact on Blue Mills was understood to have been resolved.

Noted that no changes were planned to bus route 90 following the ECC review.

The overflowing pond at The Old Rectory had been reported to Highways in the past. It was understood that the new owner would be taking the matter up with Highways.

**24/010 District Councillor Report**

Cllr Morgan reported that there was likely to be a lower shortfall in MDC's finance than predicted and most services would be protected. Members were considering appointing a Chief Executive in place of two Directors. Cllr Morgan reminded those present of various meetings about plans for St Peter's Hospital.

**24/011 County Councillor Report**

C/Cllr Durham reported a significant overspend at ECC. The LHP process would be changing but C/Cllr Durham would be providing detailed information after a meeting on this matter due the following week.

**24/012 2024 Remembrance Sunday**

Cllr Nappo confirmed that the Special Constable in the village was appropriately trained and was happy to assist. As a first step, the Clerk would check with insurers that it would be acceptable for the officer to be off duty at the event. If not acceptable, Essex Police would need to be asked for the officer to be on duty that day.

**24/013 Biodiversity Project Group/Climate Change**

Cllr Williams confirmed that two bids for funding had been made. It was hoped that the Six Walks booklet could be updated as part of this funding. Cllr Bass volunteered to assist Cllrs Williams, Wardrop and Mickelsen with checking the walks. Cllr Williams would pursue the matter of outdoor maps, possibly sited at Snows Corner and near the Church.

**24/014 Spring Village Litter Pick**

The date was agreed as Saturday 6 April 2024 at 11.00am at the Library.

## 24/015 Finance

The payments for January and February were approved (as below); proposed by Cllr Bass, seconded by Cllr Mickelsen, all in favour. The bank balances – Instant Access £10,237.42, Current Account £12,537.43, Debit Card £41.44 were noted, as was the 2024/25 Council Tax base (£22.11 per Band D property) advised by MDC.

### Wickham Bishops Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
81	Unity Bank charges	31/12/2023	Unity Bank charges	Unity Bank	E	18.00		18.00
82	Streetligh Elec	04/01/2024	Streetlighting Electricity Oct 23 - Dec 23	NPower	L	80.80	4.04	84.84
83	Remembrance Event	04/01/2024	Remembrance Day Road Closure Fee	Maldon District Council	S	168.47	33.69	202.16
84	LGPS	04/01/2024	LGPS Cessation Report	Essex Pensions Fund	S	1,806.00	361.20	2,167.20
85	Outsourced Payroll	04/01/2024	Payroll Services	J&M Payroll Services	S	27.50	5.50	33.00
86	Clerk's Salary	04/01/2024	Clerks Salary	Mrs L A Bailey	X	830.98		830.98
86	PC Office Allowance	04/01/2024	Clerks WFH allowance	Mrs L A Bailey	X	25.00		25.00
87	HMRC NIC & Tax	04/01/2024	National Insurance	HMRC	X	81.51		81.51
87	HMRC NIC & Tax	04/01/2024	Income Tax	HMRC	X	100.20		100.20
88	Printing & Postage	04/01/2024	HP Instant Ink	Mrs L A Bailey	S	8.32	1.67	9.99
<b>Total</b>						<b>3,146.78</b>	<b>406.10</b>	<b>3,552.88</b>

### Wickham Bishops Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
5	Bank Interest	31/12/2023	Unity Trust Instant Access	Bank Interest	Unity Bank	E	70.47		70.47
<b>Total</b>						<b>70.47</b>		<b>70.47</b>	

### Wickham Bishops Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
89	Printing & Postage	24/01/2024	Debit Card	A4 yellow card	Ebay	S	4.16	0.83	4.99
90	Outsourced Payroll	06/02/2024	Unity Trust Current Account	Payroll Jan 2024	J&M Payroll Services	S	27.50	5.50	33.00
91	Clerk's Salary	06/02/2024	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	X	831.18		831.18
91	PC Office Allowance	06/02/2024	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	X	25.00		25.00
92	Printing & Postage	06/02/2024	Unity Trust Current Account	Clerk Reimbursement	HP Instant Ink	S	8.32	1.67	9.99
93	Streetlight Maint	06/02/2024	Unity Trust Current Account	Streetlighting Call Out	A&J Lighting Solutions	S	111.50	22.30	133.80
94	Chairman's Allowance	06/02/2024	Unity Trust Current Account	Festive Thank You Event 5.12.23, Olios	Cllr I Wardrop	X	260.00		260.00
<b>Total</b>						<b>1,267.66</b>	<b>30.30</b>	<b>1,297.96</b>	

## 24/016 Progress Reports from Councillors

Cllr Bates showed the new design for the Council's website and said it was more modern looking and easier to read. He asked that members send updated profiles and provide photos where necessary. Cllr Wardrop reported the January speedwatch figures as 10 sessions with 141 vehicles recorded.

## 24/017 Correspondence

The email from the Rev Hilary about the parish magazine and, specifically, any future involvement of the Parish Council and the intention of the editor to stand down was noted. Cllr Bates, the magazine's editor, gave an outline of the commitment involved. It was agreed that this should be given more detailed consideration at the March meeting. Cllr Wardrop offered to attend a Parochial Church Council meeting to discuss further.

## 24/018 Parish Council Surgeries

Cllr Wardrop reported that there was one resident who attended the December surgery. Cllr Mickelsen reported no residents at the January surgery. It was agreed that the surgeries should continue. Cllrs Morgan and Layley would attend the next, on 17 February 2024, with Cllr Wardrop as reserve.

## 24/019 General Village News

Nothing to report.

**24/020            Dates of next meetings**

Parish Council meeting – Tuesday 5 March 2024, 7.30pm, Village Hall Boardroom

Parish Council meeting – Tuesday 2 April 2024, 7.30pm, Village Hall Boardroom

**24/021            Close of Meeting**

There being no further business, the meeting closed at 10.10pm.