

Wickham Bishops Parish Council

Parish Councillors

I D Wardrop (Chairman)
 H M Bass
 P J Bates
 K W Jarvis
 P D Layley
 M Mickelsen
 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
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Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 7th February 2023 at 7.30pm in the Village Hall Boardroom

Item	Subject
23/022	Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs Bass, Bates, Layley, Mickelsen, Morgan & Williams and the Clerk. There were 20 members of the public in attendance. Apologies were received from Cllrs Jarvis and Nappo.
23/023	Acceptance of Office Members formally received the signed Declaration from Simon Morgan and welcomed him.
23/024	Declaration of Interests and Compliance with the Ethical Framework Cllr Bass declared a pecuniary interest in Planning Application 23/00019/HOUSE 1 Wellands Close as owner of the property and would leave the meeting when this was discussed later.
23/025	Approval of Minutes The Minutes of the Parish Council Meeting held on 3 rd January 2023 were approved as a true record, proposed by Cllr Wardrop, seconded by Cllr Williams, all in favour. The Minutes of the Planning Committee Meeting held on 27 th January 2023 were noted and would be officially approved at the next meeting of the Planning Committee.
23/026	Chairman's Report Nothing specific to report not already on the Agenda.
23/027	Clerk's Report Due to political restrictions, Roger Hirst (Essex Police Fire & Crime Commissioner) was unable to visit WB until after the elections in May. The Clerk to arrange a visit later in the year. Benton Hall Golf Club had agreed to look at the overgrown hedge along Mope Lane. MDC's completed Survey Sheet in relation to WBPC's Library Oak tree TPO Application had been passed to the Tree Warden for his thoughts. A Police Beat Surgery would take place in WB Village Hall on Sat 11 th February 10am – 12 noon.

<p>23/028</p>	<p>The Mitre/One Stop Car Parks</p> <p>Members acknowledged correspondence and contacts from a number of residents following the erection of a barrier between The Mitre and One Stop car parks. With the primary concern being the impact on the safety of residents using the One Stop car park, the Chairman had written to the owner of The Mitre, to One Stop HQ and the 3 freeholders of the One Stop building. Investigations had been made into historic claims that highway rights existed across the two car parks for pedestrians and motorists. ECC had been approached to undertake a Road Safety Assessment of the whole junction.</p> <p>To assist with the consideration of this issue, Cllr Bass, as a long-term resident of the village and Parish Councillor since 1976, gave a brief history of the area, including the re-design of the junction at The Street with Great Totham Road, and the installation of a new pavement to enable the children of Wickham Bishops to walk safely to the Primary School in Great Totham.</p> <p>Cllr Morgan gave a presentation showing various conveyance documents relating to The Mitre and One Stop, Land Registry deeds and plans as well as maps detailing Essex Highways ownership.</p> <p>The Chairman explained that one of the freeholders had responded. She had been in touch with the owner of the Mitre and One Stop HQ and would be arranging a site meeting to consider possible improvements to the One Stop car park to make it safer for customers.</p>
<p>23/029</p>	<p>Public Forum (for The Mitre/One Stop Car Parks issues)</p> <p>The Chairman suspended the meeting and members of the public voiced their concerns about the impact of the new barrier separating The Mitre and One Stop, the safety of pedestrians and motorists and their worries that parking difficulties would force customers to go elsewhere, causing a loss of revenue to the shop and Post Office. Some had been in contact with Essex Highways and had obtained maps and plans which seemed to be at odds with others. One member of the public said he thought the PC had been too opposed to the action taken by the owner of The Mitre. The Chairman reiterated that the Council had reacted to and reflected the concerns of residents. Another member of the public said that there should be greater liaison between The Mitre’s owner and One Stop and the freeholders to reach an amicable solution.</p>
<p>23/028</p>	<p>The Mitre/One Stop Car Parks continued</p> <p>The meeting reconvened to consider all the points made and in summary the following was agreed:</p> <ul style="list-style-type: none"> • Highways to be asked for an accurate map showing ECC ownership as there were contradictions and discrepancies in those obtained to date. • County Cllr Durham to be chased for a response on WBPC’s Road Safety Assessment request. • Consideration to be given to asking the school bus to pick up and drop off the children at an alternative, safer, location. • WBPC to encourage One Stop to provide safer parking. <p>One resident mentioned a document/plan she had which described The Mitre car park as ‘Short Stay Shoppers Car Park’ and she was asked to pass this to the Clerk.</p> <p>Consideration was given to the suggestion of prescriptive rights across The Mitre car park and Cllr Morgan explained that an application could be made under Section 31 of the Highways Act, but it would be a very slow process, there would be considerable legal cost implications and there was the question of who would make the application.</p>

23/029	<p>Public Forum (other matters)</p> <p>The Chairman suspended the meeting and members of the public spoke briefly on Planning Applications at 16 Handleys Lane and land adjacent to Fieldway, Station Road. One person responded later to the Application for 49 residential properties at Walden House Road, Great Totham. Concerns about the licence and possible loud music from Mrs Salisbury's Tea Room at The Mitre were made. The proprietor was present at the meeting and assured the resident that they had no plans for this type of event.</p>
23/030	<p>Planning Applications and Decisions</p> <p>With a pecuniary interest in the following Application, Cllr Bass left the room and Cllr Wardrop took the Chair.</p> <p>23/00019/HOUSE The Nest, 1 Wellands Close Remove existing roof and replace with new pitched roof and dormer to provide loft conversion and internal alterations. Concerns were raised about the additional height, but it was noted there were other similar properties in Wellands Close. Resolved: The Parish Council had no objection and recommended APPROVAL.</p> <p>(Cllr Bass returned to the meeting to take the Chair for the remainder of this item)</p> <p>22/01249/FUL Land adjacent to Fieldway, Station Road Single storey agricultural barn building for viticulture and use of field as vineyard. Members noted the building had been reduced in size to one-storey but still had reservations about the size and position which seemed incongruous in the street scene, being very close to the edge of Station Road. However, on balance, the Parish Council recommended APPROVAL with the proviso that the proposed building was only for business use ancillary to the vineyard. MDC would be asked to check if an ecological report was required and whether the highway issues raised in the original application had been resolved.</p> <p>22/00857/FUL Land rear of Quinneys, Back Lane, Great Totham Erection of agricultural building. This site was close to the boundary with Wickham Bishops. Members were concerned about the orientation and size of the proposed building and the impact it would have on the surrounding countryside. However, after consideration, the Parish Council recommended APPROVAL with the proviso that the steel container currently on site must be removed once the new building was erected.</p> <p>22/01257/OUTM Land at Manor Farm, Walden House Road, Great Totham Outline planning application for up to 49 new residential properties with all associated access, servicing, parking, landscaping, open space, drainage, utilities and associated infrastructure. Although this site was some distance from the parish boundary, members were considering it because of the possible implications for Great Totham Primary School, attended by WB children. Resolved: The Parish Council recommended REFUSAL on the grounds that the proposed development was outside the development boundary; would significantly harm the rural character of the area and have an unacceptable visual impact on the countryside, contrary to Policies S8, D1 and H4 of the approved Local Development Plan; and highway safety would be impacted during school peak hours contrary to Policies T1 and T2.</p> <p>23/00049/HOUSE 16 Handleys Lane First floor extension to the rear. Resolved: The Parish Council had no objection and recommended APPROVAL.</p> <p>(Cllr Bass left the meeting at 9.15pm)</p>

23/031	<p>Traffic Calming & Highway Matters</p> <p>The Clerk was asked to report the two speed indicator devices to ECC (one on Witham Road near Birch Rise and one on Maypole Road) which were picking up and showing incorrect speeds and seemed in need of calibration. Another request would be made for the SID's to be rotated/moved.</p> <p>It had become apparent through SEPP that the bus cage markings at Kelvedon Road were unenforceable due to the lack of signage. The Clerk had contacted ECC to remedy this.</p>																																																																																										
23/032	<p>District Councillor Report District Councillor Morgan gave a short report on the Working Groups he had been busy with during the month and MDC's improvement in its 5-year Housing Land Supply.</p>																																																																																										
23/033	<p>County Councillor Report County Councillor Durham was not present.</p>																																																																																										
23/034	<p>Footpath Matters</p> <p><u>Consider quotations received for two new gates on Platinum Path</u> Resolved: It was agreed to accept the quotation of £1183.65 from Beatbush Fencing Ltd for galvanised gates. The Clerk to liaise with regard to timing and to investigate possible grant funding.</p> <p><u>Parish Paths Partnership 2023/24 – Agree work proposals, training requirements for coming year</u> The Clerk to submit the Work Proposal form completed by the PROW volunteers and Cllr Williams which included routine strimming and hand clearance of vegetation as well as additional signage to show footpath numbers, two free standing Village Map signs and suggested walkable verges.</p>																																																																																										
23/035	<p>Finance</p> <p>The following bank balances at 31st January 2023 were noted: Unity Trust Current Account - £11,425.70; Unity Trust Instant Access Account - £10,000.00; Debit Card - £100.00. Resolved: Cllr Wardrop proposed that the following payments be authorised, seconded by Cllr Layley, all in favour.</p> <table border="1" data-bbox="276 1283 1425 1552"> <thead> <tr> <th colspan="9">PAYMENTS (AWAITING AUTHORISATION) LIST</th> </tr> <tr> <th>Voucher</th> <th>Date</th> <th>Bank</th> <th>Description</th> <th>Supplier</th> <th>VAT Type</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>99</td> <td>31/12/2022</td> <td>Unity Trust Current Account</td> <td>Unity Bank charges</td> <td>Unity Bank</td> <td>E</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> <tr> <td>100</td> <td>07/02/2023</td> <td>Debit Card</td> <td>Debit Card Platform Fee</td> <td>Equals Money</td> <td>S</td> <td>10.00</td> <td>2.00</td> <td>12.00</td> </tr> <tr> <td>101</td> <td>07/02/2023</td> <td>Unity Trust Current Account</td> <td>Trucam Services Oct - Dec</td> <td>Maldon District Council</td> <td>S</td> <td>368.39</td> <td>73.68</td> <td>442.07</td> </tr> <tr> <td>102</td> <td>07/02/2023</td> <td>Unity Trust Current Account</td> <td>Streetlighting Electricity</td> <td>NPower</td> <td>L</td> <td>34.59</td> <td>1.73</td> <td>36.32</td> </tr> <tr> <td>103</td> <td>07/02/2023</td> <td>Unity Trust Current Account</td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>E</td> <td>771.71</td> <td></td> <td>771.71</td> </tr> <tr> <td>104</td> <td>07/02/2023</td> <td>Unity Trust Current Account</td> <td>WFH allowance</td> <td>Mrs L A Bailey</td> <td>E</td> <td>25.00</td> <td></td> <td>25.00</td> </tr> <tr> <td>105</td> <td>07/02/2023</td> <td>Unity Trust Current Account</td> <td>Clerk Reimbursement</td> <td>Mrs L A Bailey</td> <td>S</td> <td>8.32</td> <td>1.67</td> <td>9.99</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>1,236.01</td> <td>79.08</td> <td>1,315.09</td> </tr> </tbody> </table>	PAYMENTS (AWAITING AUTHORISATION) LIST									Voucher	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	99	31/12/2022	Unity Trust Current Account	Unity Bank charges	Unity Bank	E	18.00		18.00	100	07/02/2023	Debit Card	Debit Card Platform Fee	Equals Money	S	10.00	2.00	12.00	101	07/02/2023	Unity Trust Current Account	Trucam Services Oct - Dec	Maldon District Council	S	368.39	73.68	442.07	102	07/02/2023	Unity Trust Current Account	Streetlighting Electricity	NPower	L	34.59	1.73	36.32	103	07/02/2023	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	E	771.71		771.71	104	07/02/2023	Unity Trust Current Account	WFH allowance	Mrs L A Bailey	E	25.00		25.00	105	07/02/2023	Unity Trust Current Account	Clerk Reimbursement	Mrs L A Bailey	S	8.32	1.67	9.99	Total						1,236.01	79.08	1,315.09
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23/036	<p>Forthcoming Parish Council Election</p> <p>Members noted that the May Annual PC Meeting (followed by the Annual Parish Assembly) would now take place on Tuesday 16th May, in line with LGA 1972 Sch12 para 7(2).</p>																																																																																										
23/037	<p>King Charles III Coronation – 6th May 2023</p> <p>Cllr Williams agreed to ask BHSA whether they intend to organise any events. Members to keep their ears to the ground with a view to WBPC contributing towards possible celebrations in the village.</p>																																																																																										
23/038	<p>Parish Council Monthly Surgeries</p> <p>At the January Surgery residents had raised queries on The Mitre car park, progress of the Tiptree Road footway and the Snows Corner Gigaclear cabinet. Enquiries had established that only one tree required removal and the footway was on course for installation towards the end of March.</p>																																																																																										

	<p>Cllrs Mickelsen and Morgan to attend 18th February Surgery which coincided with a Love Your Library event.</p>
23/039	<p>Correspondence A resident concerned with anti-social behaviour in Kelvedon Road had been in touch. The resident and Clerk had both contacted Moat Housing and were awaiting an update.</p>
23/040	<p>Progress Reports from Councillors – no decisions required Cllr Wardrop reported there had been 8 Speedwatch sessions during January with 68 motorists caught exceeding the speed limit.</p> <p>A Library Update Report from Cllr Jarvis was noted.</p> <p>Cllr Bates reported that there were plans to hold a meeting with Great & Little Braxted Parish Councils to discuss arrangements for the 2023 Remembrance Day service. In the meantime, the Clerk would check whether the Public Liability insurance held by the three councils would adequately cover volunteers.</p>
23/041	<p>General Village News and Events to Note There were none.</p>
23/042	<p>Date of Next Meetings: Parish Council Meeting - Tuesday 7th March 2023, 7.30pm, Village Hall Boardroom Planning Committee Meeting (if required) – date to be confirmed Parish Council Meeting – Tuesday 4th April 2023, 7.30pm, Village Hall Boardroom</p>
23/043	<p>Close of Meeting There being no further business, the meeting closed at 9.50pm.</p>