

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

## Parish Clerk

Mrs L A Bailey  
Wickham Bishops Parish Council  
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Wickham Bishops  
Essex  
CM8 3JZ  
07542 190176

[info@wickhambishopsparishcouncil.org](mailto:info@wickhambishopsparishcouncil.org)

## Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 3<sup>rd</sup> January 2023 at 7.30pm in the Village Hall Boardroom

Item	Subject
23/001	<p><b>Those Present and Apologies for Absence</b></p> <p>In the Chair: Cllr Wardrop</p> <p>Present: Cllrs Bass, Bates, Jarvis, Layley, and Nappo. Also present were District Councillor Morgan and four members of the public.</p> <p>Apologies were received from Cllrs Mickelsen and Williams and the Clerk, all of whom were unwell.</p>
23/002	<p><b>Declaration of Interests and Compliance with the Ethical Framework</b></p> <p>Cllr Bates declared a non-pecuniary interest in respect of planning item 22/01152, 19 Church Green, as he was a near neighbour.</p>
23/003	<p><b>Approval of Minutes</b></p> <p>It was resolved that the minutes of the Parish Council meeting on 6th December 2022 be approved as a true record. Proposed by Cllr Layley, seconded by Cllr Nappo, all in favour.</p>
23/004	<p><b>Chairman's Report</b></p> <p>The Chairman said he wanted to convey the Council's formal congratulations to the Clerk for completing the CiLCA qualification. It was unfortunate that the Clerk was unable to be present to accept the congratulations.</p> <p>The Chairman referred to correspondence he had received from a resident of Blacksmiths Lane about a planning issue. This would be covered in more detail in the Planning Applications later in the agenda.</p>
23/005	<p><b>Clerk's Report</b> In the absence of the Clerk, there was nothing to report.</p>
23/006	<p><b>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person</b></p> <p>Two members of the public spoke about the planning concern they had affecting their property at 33 Blacksmiths Lane.</p> <p>Two other members of the public said they had nothing to raise at this stage but wanted to hear the discussion about their planning application for 19 Church Green.</p>
23/007	<p><b>Co-option of Councillor to vacant seat</b></p> <p>One application had been received and details had been circulated to members in advance. <b>Resolved:</b> that Simon Morgan be co-opted to fill the vacancy. Proposed by Cllr Layley, seconded by Cllr Wardrop, all in favour. Cllr Morgan would complete the necessary declaration before the next meeting.</p>

<p><b>23/008</b></p>	<p><b>Planning Applications and Decisions</b></p> <p>Cllr Bass took the Chair for this item and reminded those present that WBPC was merely a consultee in the process with the final decision resting with MDC.</p> <p><a href="#">22/01163/HOUSE 8 Buckleys Close</a> Erection of two storey rear extension &amp; infill of existing passageway. <b>Resolved:</b> the Parish Council had no objection and recommended APPROVAL.</p> <p><a href="#">22/01152/HOUSE 19 Church Green</a> Two storey side extension, part single and part two storey rear extension, loft conversion. Photovoltaic panels to main roof on front elevation. Cllrs expressed some concern about overlooking to the rear into 4 Church Close, the lack of external side access and, in particular, whether the car parking provisions would meet the MDC car parking standards, especially given the lack of on street parking in Church Green. After discussion, it was <b>Resolved</b> to recommend APPROVAL with the added comment about the concern on car parking.</p> <p><u>The following Appeal was noted:</u>  <b>APP/X1545/W/22/3305970 Land adj Oaklands, Kelvedon Road, Great Totham.</b> Erection of 4 dwelling houses and associated garages and alterations and extension of the existing access.</p> <p>The Planning Inspectorate Hearing on 12 January 2023 about the proposed gas main diversion across Blue Mills as part of the scheme for the widening of the A12 was noted. Cllr Jarvis had registered to attend; Cllr Bass intended to do so.</p> <p>The correspondence received by the Chairman from the residents of 33 Blacksmiths Lane, who were present at the meeting, about a possible breach of planning regulations by a neighbour was discussed. It was explained to the residents that until a formal planning application had been submitted, there was little that the Council could do. Nevertheless, the Council was grateful for this having brought to attention. D/Cllr Morgan explained also that it was a matter for the enforcement section of MDC's Planning Dept but advised that discussion between the two parties in the first instance was advisable. The residents appreciated the advice received.</p> <p><u>The following decisions made by MDC were noted:</u>  <b>HOUSE/MAL/22/00949 Little Hill Farm, Mope Lane</b> Two storey rear and link extension to existing annexe building. New two storey extension to north elevation incorporating new entrance. New two storey extension to west elevation. <b>APPROVED.</b></p> <p><b>HOUSE/MAL/22/01078 29 Holt Drive</b> Flat roof rear infill with three rooflights. Partly convert garage into habitable space. <b>REFUSED</b></p> <p><u>Tree Preservation Order confirmed by MDC:</u> <b>09/22</b> Land Next to 26 Tiptree Road</p>
<p><b>23/009</b></p>	<p><b>Traffic Calming &amp; Highway Matters</b></p> <p>The Chairman referred to the exchange of emails he had had with Cllr Durham about speeds through the village and that the latter saw no benefit in arranging a meeting between Cllrs and Highways engineers. It was noted that the LHP process was undergoing a review. The current LHP schemes were noted, viz. Tiptree Road footway for completion by end March 2023; Blacksmiths Lane footway patching for funding in 2023/24 (with Gigaclear offer of contributing to work already passed to LHP); other schemes in system with earliest likely implementation in 2024/25.</p>

	<p>Blue Mills Bridge was now due for repair by end March 2023. Concern was expressed about overgrowing vegetation from Mope Lane towards Blue Mills Bridge. It was agreed that the Clerk should write to Benton Hall GC asking for this to be cut back.</p> <p>The recent communication about 20s Plenty for Essex Campaign was discussed but members thought it not viable here and agreed not to join the campaign at this stage.</p> <p>The need for some salt spreading during the recent cold spell had fallen on a few volunteers. Cllr Bates was asked to include in his summary of this meeting for the parish magazine a request for more volunteers to contact the Clerk.</p>																														
<b>23/010</b>	<p><b>District Councillor Report</b></p> <p>D/Cllr Morgan reported that at a recent full MDC meeting, a proposal to reduce the number of Planning Committees from three to one was not successful. He also reported that devolution issues involving the whole county were still under review.</p>																														
<b>23/011</b>	<p><b>County Councillor Report</b> C/Cllr Durham was not present.</p>																														
<b>23/012</b>	<p><b>The Platinum Path</b></p> <p>To consider quotations received for two new gates (if received) and agree installation timing</p> <p>Queries were raised over the non-identifying of the suppliers of the two quotations received, in case they were known to a member and an interest might otherwise have been needed to be declared. It was agreed that this should be deferred to the next meeting when the Clerk would have full information available.</p>																														
<b>23/013</b>	<p><b>Finance</b></p> <p>Details had been sent to members in advance. <b>Resolved:</b> That the bank balance of £24,269.98 be noted and that list of payments for the month ahead be agreed. Proposed by Cllr Wardrop, seconded by Cllr Bates. All in favour.</p> <p style="text-align: center;"><b>PAYMENTS LIST</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Voucher</th> <th style="text-align: left;">Cheque</th> <th style="text-align: left;">Name</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>95</td> <td></td> <td>Mrs L A Bailey</td> <td>Clerks Salary inc £500 CiLCA overtime</td> <td style="text-align: right;">1,296.71</td> </tr> <tr> <td>96</td> <td></td> <td>Little Braxted Parish Council</td> <td>War Memorial maintenance</td> <td style="text-align: right;">347.11</td> </tr> <tr> <td>97</td> <td></td> <td>Little Braxted Parish Council</td> <td>Remembrance Day costs</td> <td style="text-align: right;">933.48</td> </tr> <tr> <td>98</td> <td></td> <td>Cllr I Wardrop</td> <td>Thank You event Olios</td> <td style="text-align: right;">248.98</td> </tr> <tr> <td colspan="4" style="text-align: right;"><b>TOTAL</b></td> <td style="text-align: right;"><b>2,826.28</b></td> </tr> </tbody> </table> <p><b>Resolved:</b> That reserves of £10,000 as suggested by the Clerk be transferred to the interest account. Proposed by Cllr Wardrop, seconded by Cllr Jarvis. All in favour.</p>	Voucher	Cheque	Name	Description	Amount	95		Mrs L A Bailey	Clerks Salary inc £500 CiLCA overtime	1,296.71	96		Little Braxted Parish Council	War Memorial maintenance	347.11	97		Little Braxted Parish Council	Remembrance Day costs	933.48	98		Cllr I Wardrop	Thank You event Olios	248.98	<b>TOTAL</b>				<b>2,826.28</b>
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<b>23/014</b>	<p><b>Gov.uk email address</b></p> <p><u>Consider changing email addresses as recommended by NALC</u></p> <p>Cllr Bates explained that there were cost implications in such a move. It was agreed that the matter be deferred whilst the Clerk investigated these issues.</p>																														
	<p>Cllr Bass left the meeting at 8.40 pm.</p>																														
<b>23/015</b>	<p><b>Agree and adopt Training and Development Policy</b></p> <p>This was agreed as drafted by the Clerk, subject to one amendment, viz. under Employees, third bullet point, to include "...or commit to obtaining...". Proposed by Cllr Wardrop, seconded by Cllr Jarvis, all in favour.</p>																														

<b>23/016</b>	<p><b>Parish Council Monthly Surgeries</b></p> <p>Cllr Bates reported that one resident had visited the December surgery, to discuss issues of parking at One Stop and the adjacent junction. Cllrs Nappo and Wardrop would attend the 21st January surgery; provisional arrangements were for Cllr Layley to cover the 18th February surgery and Cllr Jarvis the 15th April surgery.</p>
<b>23/017</b>	<p><b>Correspondence</b></p> <p>The notes of the MDC Engagement meeting on 11th October 2022, attended by Cllr Mickelsen, were noted.</p>
<b>23/018</b>	<p><b>Progress Reports from Councillors – <i>no decisions required</i></b></p> <p>Cllr Jarvis reported that work at the Library was due to commence this month. The Beginners Bridge Club would be meeting again on 9th January and other Clubs would resume in the Spring.</p> <p>Cllr Wardrop reported that speedwatch had recorded 1304 vehicles in 84 sessions in 2022. He would be providing an article for the forthcoming magazine.</p>
<b>23/019</b>	<p><b>General Village News and Events to Note</b></p> <p>It was noted that Blacksmiths Lane would be closed for Cadent – gas pipe work for most of January.</p> <p>Cllr Nappo enquired about any arrangements being planned for the King’s Coronation. It was agreed that this should go on the agenda for discussion next month.</p>
<b>23/020</b>	<p><b>Date of Next Meetings:</b></p> <p>Parish Council Meeting - Tuesday 7<sup>th</sup> February 2023, 7.30pm, Village Hall Boardroom  Planning Committee Meeting (if required) – date to be confirmed</p>
<b>23/021</b>	<p><b>Close of Meeting</b></p> <p>There being no further business, the meeting closed at 9.13pm.</p>