

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
3rd Place Essex Village of the Year 2015
www.wickhambishopsparishcouncil.org

Parish Clerk

Mrs L J Rowland PSLCC
Wickham Bishops Parish Council
The Village Hall
Church Road
Wickham Bishops
Essex
CM8 3JZ
07542 190176

info@wickhambishopsparishcouncil.org

MINUTES of Parish Council Meeting held on Tuesday 8 th January 2019 at 7.00pm in the Village Hall Boardroom	
Item	Subject
19/001	<p>Those Present and Apologies for Absence</p> <p>In the chair: Cllr Mickelsen Present: Cllrs Bass, Bates, Jarvis, MacGregor, Nicholas, Wardrop and Williams; the Clerk. Apologies for absence were accepted from Cllr Mundell. There was one member of the public present.</p>
19/002	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>There were no Declarations of Interests.</p>
19/003	<p>Approval of Minutes</p> <p>Resolved: that the minutes of the Parish Council meeting held on 4th December 2018 be approved as a true record. Proposed Cllr Bates, seconded Cllr Williams.</p> <p>Resolved: that the minutes of the Planning Committee meeting held on 21st December 2018 be approved as a true record. Proposed Cllr MacGregor, seconded Cllr Wardrop.</p> <p>Resolved: that the minutes of the Library Committee meeting held on 3rd January 2019 be approved as a true record. Proposed Cllr Bates, seconded Cllr Jarvis.</p>
19/004	<p>Chairman's Report</p> <p>The Chairman reported on the 'Nine Lessons and Carols' service which she had attended in December on behalf of the Parish Council. The music and singing, particularly the solo, was excellent.</p>
19/005	<p>Clerk's Report</p> <p>The Clerk drew the meeting's attention to the updated Issues List.</p> <p>A missing drain cover in Kelvedon Road, reported to Essex County Council (ECC) over Christmas, had been deemed not a present priority by ECC. The footway pothole outside 16 Blacksmiths Lane had also been reported, and had since been outlined in spray paint, apparently by ECC. The potholes at Church Green and in Spring Lane had been patched.</p>
19/006	<p>Rectory Field</p> <p>Mr Stewart Wallace gave a short presentation about the history of The Walker Memorial Trust and its management of the Rectory Field. Councillors heard that, following the death of Mr Augustus Walker in 1965, executors were instructed to purchase and preserve a field for the recreational use by, and to benefit, local residents. The Rectory Field was purchased, and in 1967, placed into trust to 3rd December 2047. Whilst the trustees were generally happy with the arrangement, Councillors were asked whether the Parish Council might be interested in taking on the trust, and to propose some ideas.</p> <p>Action: Councillors to suggest ideas to Cllr Williams for discussion by the Neighbourhood Plan group</p> <p>A member of the public joined the meeting.</p> <p>Due to time pressures, the Chairman allowed a question regarding a village Christmas tree.</p> <p>Action: Cllr Williams to ask the Beacon Hill Sports Association if it would be prepared to install a tree near the village hall in 2019.</p> <p>A member of the public left the meeting.</p>

MINUTES of Parish Council Meeting held on Tuesday 8th January 2019 at 7.00pm in the Village Hall Boardroom	
19/007	<p>Neighbourhood Plan Cllr Williams explained that the SEA Screening of the draft Plan was near completion with no issues raised so far. The draft first biodiversity audit had been circulated and the second stage audit date due to be agreed. Councillors and residents were urged to log wildlife sightings. The online survey tool was expected to be ready to accompany the Regulation 14 consultation. Action: <i>The Clerk and Cllr Bates to publicise the 16th January commencement of the consultation.</i></p>
19/008	<p>Library Committee The Chairman of the Library Committee, Cllr Bates, explained the two task areas to the meeting. The Committee would be aiming to retain a library service, ideally within the current building, and to retain the building as a community centre. Cllr Jarvis would be working on the service task by way of challenging the tier 4 rating and establishing a volunteer base; Cllrs Bass and Bates would be trying to retain the building. The need for a fourth member of the committee to work with Cllr Jarvis was discussed and left open to any Councillor or resident who had sufficient spare time to be involved. Councillors discussed the importance of the library in filling a social need in the village, and noted that the County Council's strategy accorded no weight to the community aspect. Cllr Bass reported that the Diocese of Chelmsford appeared to have sold the building to the ECC in the early 1970s; Cllrs Bass and Bates would therefore be looking into peppercorn rent and purchase options. A business plan would be necessary and, this being outside the experience of the Councillors present, volunteers sought to help. Action: <i>Cllrs Bates and Jarvis to attend the library strategy event between 4pm and 6pm on 9th January.</i></p>
19/009	<p>Mope Lane and Station Road Crime Cllr Jarvis reported on a meeting with residents of Mope Lane and Station Road, to which he had accompanied D/Cllr Bass. Whilst the nominated resident had not yet returned contact with the Neighbourhood Watch scheme, Councillors were pleased to hear that there had been a more visible police presence in the area, and noted the success of the residents' WhatsApp groups in preventing unlawful dumping of caravans.</p>
19/010	<p>Neighbourhood Watch Report There was no update from the Neighbourhood Watch Coordinator.</p>
19/011	<p>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person There were no further comments from the public.</p>
19/012	<p>Planning Applications and Decisions There were no applications or appeals received for discussion. The delegated decisions made by the Parish Clerk were noted. The District Council's decisions on the following applications were noted: <ul style="list-style-type: none"> - 18/01330/FUL - Beacon Hill Sports Association Tennis Courts Great Totham Road – APPROVE - 18/01362/FUL - Wickham Barn Station Road Wickham Bishops – APPROVE There were no decisions made by the Planning Inspectorate to note.</p>
19/013	<p>Library Committee Disbandment and Replacement by a Working Group Cllr Bass and the Clerk explained the implications of replacing the Committee with a working group. Resolved: The Parish Council would disband the Library Committee and a working group would be established. Proposed: Cllr Bass, seconded Cllr Jarvis. Cllrs Bass, Bates and Jarvis were appointed to the working group.</p>
19/014	<p>Traffic Calming Cllr Bass reported that the Local Highways Panel (LHP) had accepted the Parish Council's recommendation not to proceed with making Back Lane into a one-way street.</p>

MINUTES of Parish Council Meeting held on Tuesday 8th January 2019 at 7.00pm in the Village Hall Boardroom	
	<p>Cllr Wardrop explained the response from Essex Highways, following its speed survey and validation of the proposed build-outs in The Street. Essex Highways did not believe road narrowing features were justified at the proposed locations and had offered village gateways nearby.</p> <p>Resolved: The Parish Council agreed to the recommended village gateways. Proposed: Cllr Wardrop, seconded Cllr Williams.</p> <p>Action: <i>The Clerk to respond to Essex Highways giving the Parish Council's support to the plan and reiterating that the Parish Council believes there remains a speed problem through the village.</i></p>
19/015	<p>Finance</p> <p>Resolved: The balances were noted and the list of payments agreed. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p> <p>Resolved: The 2019 budget was agreed and the Precept and Band D equivalent would be set at £16,928 and £17.03 respectively, the band D figure being a £1.61 increase over 2018. Proposed Cllr Wardrop, seconded Cllr Mickelsen.</p>
19/016	<p>Monthly Councillor Surgeries</p> <p>There were four attendees plus two PCSOs and the Neighbourhood Watch Coordinator at the 15th December Surgery. Issues raised included comments against the library closure, parking complaints at One Stop and a request that the exterior lighting be angled further downwards at Olio's.</p> <p>Cllrs MacGregor and Wardrop would attend the 19th January Surgery, along with the Neighbourhood Watch Coordinator. PCSOs and District and County Cllr Mark Durham CC had also been invited.</p>
19/017	<p>District Council Report</p> <p>D/Cllr Bass had called in an application for Committee determination for an extension at 38 Blacksmiths Lane. D/Cllr Bass hoped to give the owners of the house to the rear, time to review the application on their return from holiday.</p>
19/018	<p>Correspondence to Note:</p> <p>There was no correspondence to note.</p> <p>Three members of the public joined the meeting.</p>
19/019	<p>Progress Reports from Councillors – no decisions required. To include:</p> <p>There was no progress to report on the re-installation of the village sign.</p> <p>The Chairman was pleased to note that the prototype dog waste bag dispensers had been a success with dog walkers refilling the dispensers voluntarily, and expressed the gratitude of the Council to Cllr Mundell for their creation and for offering to make more permanent versions. Disappointingly, more fouling had been observed by the telephone exchange in Great Totham Road and Cllrs Nicholas and Wardrop, and the Community Protection Team, were working to eliminate the reoccurrence.</p> <p>Cllrs Nicholas and MacGregor had investigated a report that ditch works in Handleys Lane had created an earthen bank that was preventing water accessing the ditch and instead was spreading across the lane. Cllr Nicholas had reported the matter to Essex Highways, which had since begun an investigation.</p>
19/020	<p>General Village News</p> <p>There was no further village news.</p>
19/021	<p>Dates of Next Meetings:</p> <ul style="list-style-type: none"> - Friday 18th January 2019 Planning Committee Meeting at 11.30am <i>if required</i> - Tuesday 5th February 2019 Parish Council Meeting at 7.30pm
19/022	<p>Close of Meeting 8.56pm</p> <p>Items for future agendas:</p> <ul style="list-style-type: none"> - Annual review of Standing Orders and Financial Regulations (Full Council, 5th February) - Grange Road flooding alleviation project (Full Council, 5th February) - The Rectory Field (Full Council, 5th February) - Annual review of asset register and risk assessment (Finance Committee, 15th March)