

Wickham Bishops Parish Council

Parish Councillors

I D Wardrop (Chairman)
H M Bass
P J Bates
P D Layley
A 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
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11th May 2023





The Public and Press are invited, and all Councillors are summoned, to attend the forthcoming statutory annual meeting of Wickham Bishops Parish Council. The meeting will be held on **Tuesday 16th May 2023 at 7.00pm** in the Village Hall Boardroom where the under-mentioned business is proposed to be transacted.









Lorraine A Bailey, Parish Clerk



= decision to be made

AGENDA of Statutory Annual Meeting of the Parish Council to be held on Tuesday 16 th May 2023 at 7.00pm	
Item	Subject
23/084 	Election of Chairman To elect a chairman and to receive their signed Declaration of Acceptance of Office form
23/085 	Appointment of Vice Chairman To appoint a Vice Chairman
23/086	Elected councillors to sign their Declaration of Acceptance of Office forms
23/087	Those Present and Apologies for Absence To receive and accept apologies for absence.
23/088 	Declaration of Interests and Compliance with the Ethical Framework To receive from Councillors any Disclosable Pecuniary Interests and Non-Pecuniary Interests relating to matters to be considered at the meeting.
23/089 	Appointment of Members to Committees and Specific Responsibilities
23/090 	Governance: To confirm eligibility and adopt the General Power of Competence Eligibility requires that at least two-thirds of Members were elected, and the Clerk is trained and qualified, Localism Act 2011 s1(1)
23/091 	Approval of Minutes To approve the Minutes of the Parish Council Meeting held on 4 th April 2023 To note the Minutes of the Planning Committee Meeting held on 21 st April 2023
23/092	Chairman's Report
23/093	Public Forum - a maximum of 15 minutes with no more than 3 minutes per person Chairman to suspend the meeting to allow the public to make representations on agenda items

<p>23/094</p>  	<p>Planning Applications and Decisions <i>Applications are circulated to all Councillors, prior to publication of the agenda, for study ahead of the meeting. Copies may be obtained from the District Council's website and offices.</i></p> <p><u>To agree responses to the following applications:</u></p> <p>23/00355/HOUSE 6 Roots Lane Construction of single storey side extension and demolition of existing garage.</p> <p>OUTM/MAL/23/00321 Land west of Maypole Road, Heybridge Outline planning application with all matters of detail reserved except for means of access to the site for the construction of up to 45 dwellings, together with associated garaging, parking, public open space, landscaping, access, highways drainage and infrastructure works</p> <p>CLA/MAL/23/00385 Land at Broad Street Green Road and Langford Road and Maypole Road, Great Totham Submission of Local Management Organisation Scheme pursuant to Schedule 5 of s106 Agreement for 15/00419/OUT</p> <p><u>To note the following decisions made by MDC:</u></p> <p>PIP/MAL/23/00247 Land Between 26 & 28 Tiptree Road Wickham Bishops Residential development comprising 5 bungalows with garages and associate works for over 55's. REFUSED</p> <p>HOUSE/MAL/23/00207 Whitelands Langford Road Single storey rear extension, an oak porch to front elevation, alteration to roof to create further livable space to the first floor and three dormers to be added. APPROVED</p> <p>HOUSE/MAL/23/00248 41 Byron Drive Single storey rear extension, side extension to incorporate side passageway, pitched roof to front of garage, dormer window to front elevation and rooflight to rear roofslope. APPROVED</p> <p>WTPO/MAL/23/00262 11 Leigh Drive TPO 4/06 - T1 Oak - reduce lateral limbs overhanging buildings roof by 3 metres, reduce over extended lateral limbs by 3 metres to balance crown. APPROVED</p>
<p>23/095</p> 	<p>Land rear of 9 Church Road Planning Application To formally adopt Terms of Reference for the new Working Group. To receive Notes of Working Group Meeting held on 29th April 2023 and note actions/outcome</p>
<p>23/096</p> 	<p>Parish Council Vacancy Give consideration to co-opting to fill the one remaining vacancy</p>
<p>23/097</p>	<p>Mrs Salisbury's Tea Room/One Stop Car Parks To note any further developments or correspondence, if any, and review current situation</p>
<p>23/098</p>	<p>Traffic Calming & Highway Matters</p> <ul style="list-style-type: none"> - To note email from resident concerned over traffic cutting through Mope Lane during recent closure of Blue Mills Bridge (forwarded to County Councillor Durham) - Tiptree Road footway update – note works planned for 22nd May (19 days) - LHP Scheme application for pedestrian crossing – to note request from CClr Durham and WBPC's subsequent request for a site meeting with a highways engineer - Update, if any, on other outstanding Highway issues

23/099	District Councillor Report To receive a report from District Councillor Morgan
23/100	County Councillor Report To receive a report from County Councillor Durham
23/101 	Three Parishes Remembrance Day Traffic Control Committee <ul style="list-style-type: none"> - Resolve to pay £96 Public Liability insurance and make arrangements to collect contributions from Little Braxted PC and Great Braxted PC in due course - To consider necessary arrangements for road closures etc
23/102 	Platinum Footpath <ul style="list-style-type: none"> - To note new gates installed. - Consider making application to Section 31 of Highways Act 1980 and any other obligations, signage etc.
23/103 	Finance <ul style="list-style-type: none"> - To note bank balance and agree list of payments for the month ahead. - To receive the Internal Auditor's Report for 2022/23 and note any recommendations.
23/104 	Confirmation of Exemption from a Limited Assurance Review for Year Ended 31 March 2023 To agree and the Chairman to sign the Certificate of Exemption
23/105 	Approval of Annual Governance Statement To agree and the Chairman to sign Section 1 of the Annual Return
23/106 	Approval of Annual Accounting Statement To agree and the Chairman to sign Section 2 of the Annual Return
23/107 	Parish Council Monthly Surgeries <ul style="list-style-type: none"> - To receive a report from the April Surgery and agree actions, if required - To note cancellation of 20th May surgery, confirm attendance for 17th June and agree future suggested dates: 15th July, 19th August, 16th September, 21st October, 18th November
23/108 	Correspondence <ul style="list-style-type: none"> - Concerns over shooting on land off Grange Road - Request for larger litter bin outside One Stop
23/109	Progress Reports from Councillors – no decisions required <ul style="list-style-type: none"> - Library Working Group Annual Report (Karl Jarvis) - Maldon Passenger Transport Meeting 20th March (Cllr Layley)
23/110	General Village News and Events to Note
23/111	Date of Next Meetings: Planning Committee Meeting – Friday 19 th May 2023, 11.30am Village Hall Boardroom Parish Council Meeting - Tuesday 6 th June 2023, 7.30pm, Village Hall Boardroom Parish Council Meeting – Tuesday 4 th July 2023, 7.30pm, Village Hall Boardroom
23/112	Close of Meeting