

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

Parish Clerk

Mrs L A Bailey
Wickham Bishops Parish Council
The Village Hall
Church Road
Wickham Bishops
Essex
CM8 3JZ
07542 190176

info@wickhambishopsparishcouncil.org

Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 1st November 2022 at 7.30pm in the Village Hall Boardroom

Item	Subject
22/169	<p>Those Present and Apologies for Absence</p> <p>In the Chair: Cllr Wardrop Present: Cllrs Bass, Bates, Layley, Mickelsen, Nappo, Williams and the Clerk. Apologies were received from Cllr Jarvis, DCllr Morgan and Cllr Durham. There were 5 members of the public present.</p>
22/170	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>There were none.</p>
22/171	<p>Approval of Minutes</p> <p>It was resolved that the Minutes of the Parish Council Meeting held on 4th October 2022 be accepted as a true record, proposed Cllr Wardrop, seconded Cllr Nappo, all in favour.</p>
22/172	<p>Chairman's Report</p> <p>In the absence of Cllr Jarvis, the Chairman reported on Library Working Group matters, the installation of a new fire escape entrance to the right of the existing one and works to include raising the new accessible toilet floor which might mean a library closure. Members felt frustrated at the time and money wasted by ECC through chaotic planning. The Bridge Club now had new tables and chairs and were looking to meet sometime during November.</p> <p>The Chairman thanked everyone who had taken part in the recent Litter Pick, a considerable number of volunteers, enough to cover all the WB residential areas.</p> <p>The resident who had asked for permission to erect a bench on Grange Road had asked for the situation to be reconsidered. Action: <i>The Clerk to write to the resident, thank him for his kind offer, explain that the location was not acceptable to nearby residents and ask him to think of another possible site for the bench.</i></p>
22/173	<p>Clerk's Report</p> <p>The Clerk had reported a fallen tree across FP5 near the Trestle Bridge and this had now been cleared.</p> <p>Residents of Chantry Grove had made the Clerk aware of a delivery van driving through the pedestrian area linking Mackmurdo Place with Chantry Grove. It was understood that Highways had now formally adopted the roads/paths in this area, so the Chantry Grove Management group had agreed to approach Highways and/or Cllr Durham directly to put the case forward for some kind of barrier to prevent vehicles from squeezing through and discourage cyclists from travelling too fast.</p>

22/174	<p>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person A resident and agent spoke on the Planning Application on land adjacent to Fieldway, Station Road.</p>
22/175	<p>Planning Applications and Decisions Cllr Bass took the Chair for this item and explained to those present that WBPC were merely a consultee in the process with the final decision resting with MDC.</p> <p>22/00987/HOUSE 14 Roots Lane. Proposed two storey front, side & rear extension to dwelling including building over existing single storey attached garage. Widening of existing vehicular drop kerb access. Resolved: The Parish Council recommended APPROVAL.</p> <p>22/00935/FUL Land adjacent to Fieldway, Station Road. Agricultural building for viticulture and use of field as vineyard. Much discussion took place as to the size and position of the proposed barn and the future of the building should the vineyard business prove not to be viable. Resolved: The Parish Council were supportive of new small business enterprise but had reservations about the size and position of the proposed new barn building which seemed incongruous in the street scene, being very close to the edge of Station Road. However, on balance, the Parish Council recommended APPROVAL by a majority of 4 to 3, with the proviso that the proposed building was only for business use ancillary to the vineyard.</p> <p>22/00949/HOUSE Little Hill Farm, Mope Lane. Two storey rear and link extension to existing annexe building. New 2-storey extension to north elevation incorporating new entrance. New two storey extension to west elevation. Resolved: The Parish Council recommended APPROVAL.</p> <p>22/01078/HOUSE 29 Holt Drive Flat roof rear infill with three roof lights. Partly convert garage into habitable space. Resolved: The Parish Council recommended APPROVAL.</p> <p><u>The following Appeal Decision was noted:</u> APP/X1545/D/22/3298017 The Gallop, 1 Poney Chase. Removal of existing garage, fence and wall and erection of a fence to enclose back garden, specifically where boundary is adjacent to public highway, and creation of a driveway including dropped kerb. APPEAL DISMISSED</p> <p><u>The following decision delegated to the Clerk was noted:</u> 22/01016/LDP Grove House, 2 Chantry Grove. Claim for lawful development certificate for a proposed single storey rear/side extension. The Parish Council had no objection.</p> <p><u>The following decisions made by MDC were noted:</u> HOUSE/MAL/22/00868 Carr House, Carters Lane. Proposed first floor side and rear extension and new front porch design. REFUSED.</p> <p>HOUSE/MAL/22/00912 3 Wickham Hall Cottages, Langford Road. Demolish existing conservatory and construct single storey rear extension and proposed open porch to front elevation. APPROVED.</p> <p>HOUSE/MAL/22/00883 Mount Shell Farmhouse, Langford Road. Partial demolition of existing dwelling with erection of 2-storey extension with retention of remaining dwelling as annexe accommodation and extensions to existing garage. APPROVED.</p>
22/176	<p>Traffic Calming & Highway Matters <u>To note LHP correspondence</u> A provisional date of 10th November at 11am had been arranged for a site meeting with the LHP Officer to look at and clarify the parts of our Scheme Requests that were achievable.</p> <p>The Chairman had chased Cllr Lee Scott regarding the Five Corners junction but had not received a response.</p> <p><u>Recent Cadent works, spoil left on Mope Lane & Station Road verges</u> In response to an email from the Clerk, Cadent had confirmed that their works were not yet complete. Members agreed to monitor the situation.</p>
22/177	<p>District Councillor Report District Councillor Morgan was not present.</p>

22/178	<p>County Councillor Report The written report received from County Councillor Durham was noted. His comments on the review of Local Highway Panels and uncertainty about future budgets made gloomy reading.</p>																																																																																																																					
22/179	<p>Remembrance Day Service – Sunday 13th November Cllr Bass was thanked for installing the Tommy figure. The Remembrance Day Service was noted as Sunday 13th November starting at 2.30pm, the Chairman to attend and lay a wreath on behalf of WBPC. It was assumed that Little Braxted PC Clerk had organised the agreed road closures.</p> <p>It was understood that DCllr Morgan was in the process of speaking to Little Braxted and Great Braxted PC's regarding setting up a working group to discuss next year's arrangements.</p>																																																																																																																					
22/180	<p>The Platinum Path Quotes to provide new gates had not yet been received.</p>																																																																																																																					
22/181	<p>Finance The meeting noted the bank balance of £27,228.14 and unanimously agreed the following payments and receipts:</p> <p style="text-align: center;">Wickham Bishops Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Voucher</th> <th>Code</th> <th>Date</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>80</td> <td>Speedwatch & Trucam</td> <td>01/11/2022</td> <td>Trucam Services July - Sept</td> <td>Maldon District Council</td> <td>S</td> <td>485.19</td> <td>97.04</td> <td>582.23</td> </tr> <tr> <td>81</td> <td>Outsourced Payroll Costs</td> <td>01/11/2022</td> <td>Payroll Services</td> <td>J&M Payroll Services</td> <td>S</td> <td>20.00</td> <td>4.00</td> <td>24.00</td> </tr> <tr> <td>82</td> <td>Streetlighting Electricity</td> <td>01/11/2022</td> <td>Streetlighting Electricity</td> <td>NPower</td> <td>L</td> <td>42.56</td> <td>2.13</td> <td>44.69</td> </tr> <tr> <td>83</td> <td>Clerk's Salary</td> <td>01/11/2022</td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>E</td> <td>715.35</td> <td></td> <td>715.35</td> </tr> <tr> <td>84</td> <td>PC Office Running Allow:</td> <td>01/11/2022</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>85</td> <td>Remembrance Event</td> <td>01/11/2022</td> <td>ICO Fee & Poppy Wreath</td> <td>Mrs L A Bailey</td> <td>E</td> <td>85.00</td> <td></td> <td>85.00</td> </tr> <tr> <td>86</td> <td>Grasscutting</td> <td>01/11/2022</td> <td>Grasscutting</td> <td>D W Maintenance</td> <td>Z</td> <td>85.00</td> <td></td> <td>85.00</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>1,458.10</td> <td>103.17</td> <td>1,561.27</td> </tr> </tbody> </table> <p style="text-align: center;">Wickham Bishops Parish Council RECEIPTS LIST</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Voucher</th> <th>Code</th> <th>Date</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>4</td> <td>Streetlighting Electricity</td> <td>07/10/2022</td> <td>Streetlighting Electricity</td> <td>E.on</td> <td>L</td> <td>9.03</td> <td>0.45</td> <td>9.48</td> </tr> <tr> <td>5</td> <td>Donations and Awards</td> <td>25/10/2022</td> <td>Library Tables & Chairs</td> <td>ECC</td> <td>Z</td> <td>745.41</td> <td></td> <td>745.41</td> </tr> <tr> <td colspan="6" style="text-align: right;">Total</td> <td>754.44</td> <td>0.45</td> <td>754.89</td> </tr> </tbody> </table> <p><u>To consider budget items for 2023/24 ahead of Finance Meeting</u> Members agreed that, in view of the current state of the economy in general, aside from the Platinum Path and a small amount for possible celebrations around the coronation of King Charles III, WBPC's precept should remain the same.</p> <p><u>To consider request for funds from Essex & Herts Air Ambulance charity</u> Resolved: Members agreed not to donate at the moment, but to reconsider at the end of the financial year.</p>	Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total	80	Speedwatch & Trucam	01/11/2022	Trucam Services July - Sept	Maldon District Council	S	485.19	97.04	582.23	81	Outsourced Payroll Costs	01/11/2022	Payroll Services	J&M Payroll Services	S	20.00	4.00	24.00	82	Streetlighting Electricity	01/11/2022	Streetlighting Electricity	NPower	L	42.56	2.13	44.69	83	Clerk's Salary	01/11/2022	Clerks Salary	Mrs L A Bailey	E	715.35		715.35	84	PC Office Running Allow:	01/11/2022	WFH allowance	Mrs L A Bailey	E	25.00		25.00	85	Remembrance Event	01/11/2022	ICO Fee & Poppy Wreath	Mrs L A Bailey	E	85.00		85.00	86	Grasscutting	01/11/2022	Grasscutting	D W Maintenance	Z	85.00		85.00	Total						1,458.10	103.17	1,561.27	Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total	4	Streetlighting Electricity	07/10/2022	Streetlighting Electricity	E.on	L	9.03	0.45	9.48	5	Donations and Awards	25/10/2022	Library Tables & Chairs	ECC	Z	745.41		745.41	Total						754.44	0.45	754.89
Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total																																																																																																														
80	Speedwatch & Trucam	01/11/2022	Trucam Services July - Sept	Maldon District Council	S	485.19	97.04	582.23																																																																																																														
81	Outsourced Payroll Costs	01/11/2022	Payroll Services	J&M Payroll Services	S	20.00	4.00	24.00																																																																																																														
82	Streetlighting Electricity	01/11/2022	Streetlighting Electricity	NPower	L	42.56	2.13	44.69																																																																																																														
83	Clerk's Salary	01/11/2022	Clerks Salary	Mrs L A Bailey	E	715.35		715.35																																																																																																														
84	PC Office Running Allow:	01/11/2022	WFH allowance	Mrs L A Bailey	E	25.00		25.00																																																																																																														
85	Remembrance Event	01/11/2022	ICO Fee & Poppy Wreath	Mrs L A Bailey	E	85.00		85.00																																																																																																														
86	Grasscutting	01/11/2022	Grasscutting	D W Maintenance	Z	85.00		85.00																																																																																																														
Total						1,458.10	103.17	1,561.27																																																																																																														
Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total																																																																																																														
4	Streetlighting Electricity	07/10/2022	Streetlighting Electricity	E.on	L	9.03	0.45	9.48																																																																																																														
5	Donations and Awards	25/10/2022	Library Tables & Chairs	ECC	Z	745.41		745.41																																																																																																														
Total						754.44	0.45	754.89																																																																																																														
22/182	<p>Parish Council Monthly Surgeries No action required from the October Surgery. Councillors agreed to attend the next two surgeries, as follows:</p> <p>Saturday 19th November 11am – Cllrs Mickelsen/Wardrop Saturday 17th December 11am – Cllrs Williams/Bates</p>																																																																																																																					
22/183	<p>Councillor Vacancy There had been no applications or expressions of interest. Councillors agreed to give some thought as to suitable candidates and continue to advertise.</p>																																																																																																																					
22/184	<p>Agree arrangements for Volunteers Thank-You Event Cllr Nappo agreed to make enquiries of Olio at the Chequers at say 9pm, after the December PC Meeting. If not, 3rd January 2023.</p>																																																																																																																					

22/185	<p>Correspondence</p> <p>ECC had written advising that a public review of digital infrastructure programmes was being carried out on behalf of the government to identify areas which were eligible for future public funding for gigabit-capable broadband. Cllr Bates agreed to respond to the survey.</p> <p>Cllr Layley to respond to the Rural Mobility Survey being organised by Transport East.</p> <p>Cllr Williams outlined the response she had received from MDC concerning refuse collections and the surface of Wellands Close. WBPC had not received a reply as yet.</p>
22/186	<p>Progress Reports from Councillors – no decisions required</p> <p><u>MDC Parish Engagement Workshop, 11.10.22</u> Cllr Mickelsen had attended on behalf of WBPC. The Clerk to chase the report from the meeting as promised by MDC.</p> <p><u>Biodiversity Project</u> Cllr Williams advised that she had met with Danielle Carbott of Essex Wildlife Trust and gained valuable advice. The Project Group were working on short and long-term plans and were due to meet towards the middle of November. Action: <i>The Clerk to add the Wilder Villages logo to the Biodiversity Project posters.</i></p>
22/187	<p>General Village News and Events to Note</p> <p>The meeting spoke about Warm Spaces for villagers. Action: <i>The Clerk to forward details of the Community Tea event in WB Library on Saturday 5th November from 11am – 12 noon.</i></p>
22/188	<p>Date of Next Meetings:</p> <p>Finance Committee Meeting – Friday 18th November 2022 11.30am, Village Hall Boardroom Parish Council Meeting - Tuesday 6th December 2022, earlier start time of 7.00pm, Village Hall Boardroom Planning Committee Meeting (if required) – date to be confirmed</p>
22/189	<p>Close of Meeting</p> <p>There being no further business, the meeting closed at 9.25pm.</p>