

Wickham Bishops Parish Council

Parish Councillors

I D Wardrop (Chairman)
Mrs A Mickelsen (Vice Chair)
H M Bass
P J Bates
P D Layley
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

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Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 5th November 2024 at 7.30pm in the Village Hall Boardroom

Item	Subject
24/187	<p>Those Present and Apologies for Absence In the Chair: Cllr Wardrop Present: Cllrs Bass, Bates, Morgan and the Clerk. Apologies were received and accepted from Cllrs Layley, Mickelsen, Nappo, Williams and County Councillor Durham. There were 5 members of the public present.</p>
24/188	<p>Declaration of Interests and Compliance with the Ethical Framework Cllr Morgan would not take part in voting on Planning matters as he may be called upon to do so in his role at MDC.</p>
24/189	<p>Approval of Minutes The Minutes of the Parish Council Meeting held on 1st October 2024 were accepted as a true record, proposed by Cllr Wardrop, seconded Cllr Morgan, all in favour.</p>
24/190	<p>Chairman's Report The recent works to repair a water leak on Witham Road near the junction with Mope Lane with subsequent road closure and diversion had caused traffic chaos in the village. The Chairman had been in touch with Essex & Suffolk Water and ECC Highways regarding the inappropriate use of Church Road and Station Road as a diversion route and was given conflicting reports as to who had authorised this. He had reiterated the unsuitability of Station Road for this volume of traffic and was awaiting a response. Following reports of excavation works in Handleys Lane, Cllr Bass had visited the site, spoken to ESW operatives and received assurances that the playing field pipework would be reconnected. The surface of the path to be reinstated during a spell of drier weather. A Drama Club advertising banner outside the Village Hall was obscuring the view for motorists exiting Church Road. Action: The Clerk to write to BHSA.</p>
24/191	<p>Clerk's Report The Chairman and Clerk had attended a Beacon Hill Rovers FC training session at which the U10's girls team thanked the Parish Council for their recent grant towards new kit and gave the PC chocolates and a pom-pom rainbow.</p>

	<p>It was noted that the Clerk had instructed the contractor to trim back the Platinum Path conifers as agreed at the October Meeting, but the resident had already done so.</p> <p>The Tree Warden had agreed to look at the Silver Birch tree on the library triangle which looked as though it was struggling. It was also noted that the nearby Ash tree was growing into the electricity pole. The Library Manager had been made aware and had reported this internally to ECC. The Clerk had logged it on the Highways online reporting system.</p> <p>Following concerns that one of the Hand Post Cottages on Station Road was vacant, it had been established through MDC that it was privately owned and occupied.</p>
24/192	<p>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person</p> <p>During the Public Forum, one resident spoke as applicant for 24/00805, and two other residents raised their concerns about the same Planning Application.</p>
24/193	<p>Planning Applications and Decisions Cllr Bass took the Chair for this item.</p> <p>24/00805/FUL Highwood, Ishams Chase Demolition of existing dwelling and construction of replacement dwelling & garages. Members had no objection in principle to the proposals but noted the hedge of Leylandii that had previously screened the property from neighbours had now been removed. Resolved: After much discussion, the Parish Council recommended REFUSAL on the grounds that there would be a loss of privacy and overlooking issues for the neighbours from the proposed west facing bedrooms and bathroom as a result of the Leylandii hedge being removed (although this was still shown on the plans). It was suggested that relocating the bedroom windows and having the bathroom window confirmed as obscured would reduce the overlooking issue. As the proposed property lies adjacent to a Listed Building (Ishams Barn), members felt the opinion of MDC's Heritage Officer should be sought.</p> <p><u>The following delegated response was noted:</u></p> <p>24/00768/HOUSE Pine Trees, The Street Replacement orangery roof including rooflights. Recommend APPROVAL.</p> <p><u>The following Appeal was noted:</u></p> <p>APP/X1545/W/24/3351210 Land rear of Pippins, Kelvedon Road Outline permission with access, layout and scale for the erection of 25 dwellings. It was agreed that no further comment needed to be made.</p> <p><u>The following decisions made by MDC were noted:</u></p> <p>OUT/MAL/24/00604 Land adjacent Crispins, Roots Lane Outline planning application for 6 no. 3 bedroom bungalows with access road including turning head off existing drive REFUSED</p> <p>FUL/MAL/24/00606 Land adjacent 2 Grange Road New build, part single, part 2-storey detached single family dwelling. APPROVED</p> <p>NMA/MAL/24/00714 Linden 8 School Road. Amendment to 19/00885/HOUSE, rear elevation of single storey extension to contain full height glazing. APPROVED</p> <p>HOUSE/MAL/24/00607 Keris House 18 Church Road Demolish conservatory & rear bay window to facilitate new rear extension. New open porch and alterations to fenestration. APPROVED.</p> <p>WTPO/MAL/24/00616 4 Warrens Reduce north & east side of Oak tree. APPROVED</p>

	It was noted that Cllrs Bass and Wardrop and the Clerk had attended a site meeting at Wickham Grove, Langford Road on the invitation of the agent, for them to explain their proposal to submit an application to demolish and re-build the existing dwelling.
24/194	Land rear of 9 Church Road – Planning Appeal Nothing to report.
24/195	<p>Traffic Calming & Highway Matters</p> <p>Site meeting with Highways engineer to consider pedestrian crossing and traffic issues in general at The Mitre junction Cllrs Bass, Morgan and Wardrop had met with Jon Simmons and Cllr Mark Durham. Highways agreed to carry out a survey of pedestrian numbers crossing the junction. Cllr Durham agreed to improve the HGV limit signs but not in this financial year. Resolved: A suggestion that WBPC pay for H markings in Great Totham Road would be considered at the November Finance Meeting.</p> <p>Essex Highways User Survey 2024/25 – agree submission. Resolved: The Clerk to respond.</p> <p>Confirmation from ECC of No Waiting restrictions around Great Totham School Noted.</p>
24/196	<p>Consider quote for rotation of Speed Indicator Devices</p> <p>The quotation of £750 for moving two devices to alternative poles was considered excessive. Discussion took place around Highways handing over ownership of the SIDs to WBPC. Resolved: The Clerk to ask our street lighting contractor if this is something he could do. Resolved: The Clerk to ask ECC for more information around specification of the equipment, batteries etc to enable WBPC to consider what would be entailed longer term if we were to adopt the devices.</p>
24/197	<p>Enabling remote attendance and proxy voting at local authority meetings</p> <p>Consider and agree response to Government consultation After discussion, members agreed unanimously that they did not agree with the principle of granting local authorities powers to allow remote attendance at formal meetings. Resolved: The Clerk to respond.</p>
24/198	<p>District Councillor Report</p> <p>District Councillor Morgan reported that MDC were pressing on with budget discussions, a 2.99% council tax uplift was likely, discussion around St Peters Hospital was ongoing, the Chief Executive had taken office, and devolution was being considered again.</p>
24/199	<p>County Councillor Report County Councillor Durham was not present.</p>
24/200	<p>Consider and agree to register Wickham Bishops Library as an Asset of Community Value</p> <p>Members agreed unanimously to submit a Nomination Form. Action: The Clerk to arrange.</p>
24/201	<p>Consider and agree to hold Thank You event for volunteers</p> <p>It was understood that Olio’s would be unable to accommodate us as they were due to close for refurbishment following a change of ownership. Resolved: After discussion, it was accepted that the Thank You Event may have to be deferred until the New Year in which case the December PC Meeting would start at the usual time of 7.30pm.</p>
24/202	<p>Remembrance Sunday 10th November 2.30pm, confirm wreath-laying arrangement</p> <p>Cllr Wardrop agreed to attend the Service and lay a wreath on behalf of WBPC. Cllr Bass confirmed that he had erected the Tommy silhouette.</p>

24/203

Finance

The bank balances below were noted and the following list of payments and receipts for the month were approved, proposed Cllr Wardrop, seconded Cllr Bass, all in favour:

Unity Trust Current Account	31/10/2024	13,843.86
Unity Trust Instant Access	31/10/2024	10,450.22
Debit Card	31/10/2024	26.15
		24,320.23

PAYMENTS LIST

Voucher	Code	Date	Bank	Description	Supplier	Net		Total
57	Remembrance Event	08/10/2024	Debit Card	Poppy Wreath	Royal British Legion	S	36.67 3.33	40.00
58	Mobile Phone costs	16/10/2024	Debit Card	Mobile Phone top-up	Vodafone	X	20.00	20.00
59	Outsourced Payroll	05/11/2024	Unity Trust Current Account	Payroll Services	J&M Payroll Services	S	27.50 5.50	33.00
60	Clerk's Salary	05/11/2024	Unity Trust Current Account	Clerk's salary	Mrs L A Bailey	X	842.18	842.18)
60	PC Office Allowance	05/11/2024	Unity Trust Current Account	PC Office Allowance	Mrs L A Bailey	X	25.00	25.00) 867.18
61	Printing & Postage	05/11/2024	Unity Trust Current Account	Clerk reimb - HP Instant Ink	Mrs L A Bailey	S	9.99 2.00	11.99)
61	Email/Website Subs	05/11/2024	Unity Trust Current Account	Clerk reimb - Fasthosts web domain	Mrs L A Bailey	S	15.99 3.20	19.19) 31.18
62	Speedwatch & Trucam	05/11/2024	Unity Trust Current Account	Trucam Services July - Sept	Maldon District Council	S	573.35 114.67	688.02
63	Grasscutting	05/11/2024	Unity Trust Current Account	Grasscutting	D W Maintenance	X	85.00	85.00
64	Streetlight Elec	05/11/2024	Unity Trust Current Account	Streetlighting Electricity	NPower	L	63.54 3.18	66.72
65	Membership Subs	05/11/2024	Unity Trust Current Account	ICO Subscription	Information Commissio	X	35.00	35.00
66	Unity Bank charges	31/10/2024	Unity Trust Current Account	Unity Bank charges	Unity Bank	E	5.40	5.40
Total							1,739.62 131.88	1,871.50

RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier		
6	Training	15/10/2024	Unity Trust Current Account	Clerks Bursary Scheme	EALC	75.00	75.00

NJC agreement on new rates of pay applicable from 1st April 2024 – 31st March 2025 Noted.

To consider purchase of additional litter bin, Grange Road Resolved: The MDC quote of £430 was considered acceptable, proposed Cllr Wardrop, seconded Cllr Bass, all in favour.

Future projects/expenditure Members agreed to give consideration to this ahead of the Finance Committee Meeting on 28th November.

24/204

Progress Reports from Councillors – no decisions required

Footpath Walks booklet – A meeting to progress matters would take place after the Finance Committee Meeting on 28th November.

Housing Needs Survey update – 282 responses had been received. RCCE would be in touch with the results.

Replacement Notice Board, liaison with BHSA – There had been no response from BHSA to date.

24/205

Correspondence

- MDC had asked us to submit the number of people sleeping rough on the night of Wednesday 13th September.
- After 7 years, Lyn and Colin Carruth advised they were no longer able to help maintain the local footpath network. **Action:** The Clerk to thank them for their good work and ask them to let us know which paths they regularly worked on, the problems etc. In the meantime, members would give some thought as to recruiting replacement volunteers.
- A resident had written to complain about dog fouling. An article had been placed in the next Parish Magazine reminding dog owners of their responsibilities.

24/206	Parish Council Surgeries Note October surgery requests and consider action if required – There were none. Saturday 16 th November surgery – Cllrs Bates and Morgan to attend.
24/207	General Village News and Events to Note There were none.
24/208	Date of Next Meetings: Finance Committee Meeting – Thursday 28 th November 2pm, Village Hall Boardroom Parish Council Meeting, Tuesday 3 rd December 2024 7.30pm, Village Hall Boardroom Parish Council Meeting, Tuesday 7 th January 2025 7.30pm, Village Hall Boardroom
24/209	Close of Meeting There being no further business, the meeting closed at 9.17pm.

DRAFT