

# Wickham Bishops Parish Council

## Parish Councillors

Mrs A Mickelsen (Chairman)  
I D Wardrop (Vice-Chairman)  
H M Bass  
P J Bates  
I S F MacGregor  
R Mundell  
S J Nicholas  
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

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<b>MINUTES of Parish Council Meeting</b> <b>held on Tuesday 7<sup>th</sup> November 2017 at 7.30pm in the Village Hall Boardroom</b>	
Item	Subject
<b>17/187</b>	<b>Those Present and Apologies for Absence</b> In the chair: Cllr Mickelsen Present: Cllrs Bates, MacGregor, Mundell, Nicholas, Wardrop and Williams; the Clerk. Apologies for absence were received from Cllr Bass. There were four members of the public present including Revd Hilary Le Sève and Tree Warden Mr Chris Cooke.
<b>17/188</b>	<b>Declaration of Interests and Compliance with the Ethical Framework</b> Cllr Mickelsen declared a non-pecuniary interest in item 17/193 application <i>FUL/MAL/17/01093 - Land Adjacent Park House Wickham Hall Lane</i> Cllr Wardrop declared a non-pecuniary interest in item 17/193 application <i>FUL/MAL/17/01093 - Land Adjacent Park House Wickham Hall Lane</i>
<b>17/189</b>	<b>Approval of Minutes</b> <b>Resolved:</b> that the minutes of the Parish Council meeting held on 3 <sup>rd</sup> October 2017 be approved as a true record. Proposed Cllr Wardrop, seconded Cllr Williams. <b>Resolved:</b> that the minutes of the Planning Committee meeting held 20 <sup>th</sup> October 2017 be approved as a true record. Proposed Cllr Mundell, seconded Cllr MacGregor.
<b>17/190</b>	<b>Public Forum</b> A member of the public spoke on behalf of application <i>FUL/MAL/17/01093 - Land Adjacent Park House Wickham Hall Lane</i> .
<b>17/191</b>	<b>Chairman's Report</b> The Chairman was pleased to report that she had been asked to read a lesson at the upcoming 'Nine Lessons and Carols' service at St Bartholomew's, on behalf of the Parish Council. A request was made that Councillors consider helping at the Neighbourhood Plan group's stand at the Beacon Hill Sports Association's 18 <sup>th</sup> November Christmas fair. The Chairman expressed her gratitude to the volunteers who resolved the issue of a raised manhole cover on the footpath linking Byron Drive and Roots Lane. A member of the public joined the meeting.
<b>17/192</b>	<b>Clerk's Report</b> The Clerk noted that she had dealt with a number of queries from parishioners during October. In response to a motorist who had reported the Speed Indicating Device on The Street as giving high readings, the Clerk had reported the matter to Mr Jon Simmons at Essex Highways.

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	<p>The Clerk and Cllr Wardrop had attended a meeting of Witham Town Council's Transport sub-committee, and were pleased to report that the proposal to extend the operation of the traffic lights at the Maldon Road/Blue Mills Hill junction was supported. The matter will now be reviewed by the Braintree Local Highways Panel.</p> <p>The Clerk had attended training on the changes required by the General Data Protection Regulations, due in May 2018, and gave a summary of the Parish Council's new obligations. A data audit would be required and a Data Protection Officer would need to be appointed. NALC was expected to issue guidance on who may fulfil the role.</p> <p>Finally, the Clerk gave notice that the district's Rough Sleeper Estimate will be held on 15<sup>th</sup> November 2017. All Councillors aware of anyone sleeping rough on the night of Wednesday 15<sup>th</sup> should advise the Clerk of the number of people and locations.</p>
<b>17/193</b>	<p><b>Planning Applications and Decisions</b></p> <p><b><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></b></p> <p>Cllr MacGregor explained that, whilst the Parish Council is consulted on all applications, the District Council will make the final decision.</p> <p><u>Applications</u></p> <p><b>FUL/MAL/17/01093 - Land Adjacent Park House Wickham Hall Lane Wickham Bishops</b></p> <p><i>Due to their declared non-pecuniary interests, Cllrs Mickelsen and Wardrop took no part in the vote on this application.</i></p> <p>One letter of objection had been received. Councillors noted that a previous application in this location had been refused due to the location being outside the development boundary and unsustainable. The siting of the proposed annexe was thought to be remote from the main house, resulting in an intensification of development in a sensitive rural location. For these reasons the proposal was considered contrary to LDP policies S1 – <i>Sustainable Development</i>, S8 – <i>Settlement Boundaries and the Countryside</i>, H4 – <i>Effective Use of Land</i> and D1 – <i>Design Quality and Built Environment</i>.</p> <p><b>Resolved:</b> The Parish Council recommended REFUSAL. Proposed Cllr Nicholas, seconded Cllr Mundell.</p> <p><b>FUL/MAL/17/01128 - Land East of Bradwell Power Station Bradwell-On-Sea</b></p> <p>Councillors were grateful to Maldon District Council for bringing the application to their attention and had no further comment to make.</p> <p>Cllr Wardrop reported that MOAT Housing Association had been established as the owners of the green in Church Green and the land was not under the control of Essex Highways. This had been reported to the Planning Inspectorate to consider when determining the appeal for 'OUT/MAL/15/01342 - Land Rear of 9 Church Road' as the developers' plan to provide a footway along part of the green was therefore not feasible.</p> <p>There were no delegated decisions made by the Parish Clerk or decisions made by the Planning Inspectorate to note.</p> <p>The decision made by Maldon District Council was noted.</p> <p>Three members of the public left the meeting.</p>

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<b>17/194</b>	<b>A Presentation on ‘Guardians of Local Churches’</b> Revd Hilary Le Sève gave a presentation on an appeal for residents to champion their church buildings, many of which have architectural merit and deserve protection for future generations. A video, presented by patron Ms Joanna Lumley, highlighted the local churches of St Bartholomew and St Nicholas. The Parish Council was urged to be a sympathetic stakeholder for the guardians.  Revd Le Sève was thanked for her presentation and then left the meeting.
<b>17/195</b>	<b>Monthly Councillor Surgeries</b> Visitors to the Surgery on 21 <sup>st</sup> October raised concerns over the tree planting along Tiptree Road at Mackmurdo Place providing insufficient screening. The District Council’s Tree Officer had been consulted and was satisfied with the work.  Cllrs Mickelsen and Wardrop would attend the Surgery on 18 <sup>th</sup> November. There will be no December Surgery.
<b>17/196</b>	<b>District Council Report</b> There was no District Council report due to Cllr Bass’s absence.
<b>17/197</b>	<b>Neighbourhood Watch Report</b> The Clerk read out the monthly report from the NHW Coordinator and noted that some street coordinators were still required. <b>Action:</b> <i>The Clerk to post a request for further volunteers on social media</i>
<b>17/198</b>	<b>Neighbourhood Plan Report</b> Cllr Williams stated that 7 of the 9 local businesses had completed the online survey. Only 20 responses had been received to the residents’ survey. The BHSA had asked that the Parish Council submits the request to circulate the survey link to the Association’s members. <b>Action:</b> <i>The Clerk to re-post the survey link on social media and Cllr Bates to include in the parish magazine</i> <b>Action:</b> <i>Cllr Williams to provide to the Clerk a draft BHSA request</i>  Two quotes had been obtained for consultancy in writing the policies. The Clerk reminded the Council that invoices would be needed prior to the 23 <sup>rd</sup> December cut-off for grant funding.  The advantages of listing important local landmarks as Assets of Community Value were discussed. The survey results are expected to identify those landmarks considered important by the parish and will be used by the NHP team to develop suitable proposals.
<b>17/199</b>	<b>Finance</b> <b>Resolved:</b> The balances were noted and the list of payments agreed. Proposed Cllr Williams, seconded Cllr Wardrop.
<b>17/200</b>	<b>Correspondence</b> Councillors were pleased to note the invitation from Great Totham Parish Council. <b>Resolved:</b> The Parish Council would take part in the ‘Battle’s Over – A Nations Tribute’ beacon lighting ceremony on 11th November 2018. Proposed Cllr Mickelsen, seconded Cllr Wardrop.  Councillors noted that Essex County Council had responded to some of the Council’s concerns over the Grange Road drainage proposal; the Clerk stated that further work was necessary before a suitable proposal could be put before the Parish Council. <b>Action:</b> <i>The Clerk to reply to the County Council reiterating the Parish Council’s requirements</i> <b>Action:</b> <i>The Clerk to request ECC clear gullies along the southern section of Wickham Hall Lane</i>

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<b>17/201</b>	<b>Local Highways Panel Requests</b> <b>Resolved:</b> The Parish Council would support the proposed extension of the Church Road 30mph zone. Proposed Cllr Mundell, seconded Cllr Williams. <b>Action:</b> <i>The Clerk to respond to the County Council's consultation</i> Cllr Wardrop gave a report of the EALC's Highways Briefing on Friday 3 <sup>rd</sup> November.
<b>17/202</b>	<b>Air Raid Shelter Project Planning</b> Due to likely inclement weather over the coming winter, the internal painting would be scheduled in the spring.
<b>17/203</b>	<b>Progress Reports from Councillors and Committees – <i>no decisions required</i></b> Cllr Nicholas had inspected several public rights of way, in response to questions raised by a parishioner. A thick branch overhanging Footpath 12 at head height would be reported to the County Council's PRoW team. The enclosure of FP14 by new fencing, preventing walkers from travelling across private land between FPs 14 and 15, was noted. The landowner was not thought to have acted improperly and the likelihood of a new PRoW being approved was considered low. Cllr Bates stated that the new website was ready to be launched. The Tree Warden reported that some of the tree whips on Rainbow Field, planted to commemorate the Queen's 90 <sup>th</sup> birthday, had died but would be replaced.
<b>17/204</b>	<b>General Village News</b> The upcoming Remembrance Service at 2.30pm on Sunday 12th November was noted. The Chairman would lay a wreath on behalf of the Parish Council. The BHSA's Christmas Fair would be held on 18 <sup>th</sup> November between noon and 3pm.
<b>17/205</b>	<b>Dates of Next Meetings</b> Friday 24 <sup>th</sup> November 2017 Finance Committee Meeting at 10.30am Friday 24 <sup>th</sup> November 2017 Planning Committee Meeting at 11.30am <i>if required</i> Tuesday 5 <sup>th</sup> December 2017 Parish Council Meeting at 7.30pm
<b>17/205</b>	<b>Close of Meeting 9.39pm</b> Items for future agendas (additional items to Chairman and Clerk by Friday 24 <sup>th</sup> November): <ul style="list-style-type: none"> <li>- Budget and Precept for April 2018 to March 2019 (December)</li> <li>- Annual review of asset register (December)</li> <li>- Appointment of internal auditor (December)</li> <li>- Selection of NHP Policy Consultant (December)</li> <li>- Annual review of Standing Orders and Financial Regulations (January)</li> <li>- Annual review of risk assessment (January)</li> </ul>