

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

Mrs L A Bailey
Wickham Bishops Parish Council
The Village Hall
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Wickham Bishops
Essex
CM8 3JZ
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info@wickhambishopsparishcouncil.org

Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 3rd October 2023 at 7.30pm in the Boardroom, Wickham Bishops Village Hall

Item	Subject
23/177	<p>Those Present and Apologies for Absence</p> <p>In the Chair: Cllr Wardrop. Present: Cllrs Bass, Bates, Mickelsen, Morgan and the Clerk. Apologies: Cllrs Layley, Nappo & Williams. There were 2 members of the public present.</p>
23/178	<p>Declaration of Interests and Compliance with the Ethical Framework</p> <p>As a member of MDC's NW Area Committee, Cllr Morgan would not be taking part in discussion or voting on any items under 23/183 Planning.</p>
23/179	<p>Approval of Minutes</p> <p>The Minutes of the Parish Council Meeting held on 5th September 2023 were agreed as a true record, proposed by Cllr Wardrop, seconded Cllr Bass, all in favour.</p>
23/180	<p>Chairman's Report</p> <p>The September village litterpick had not been so well attended perhaps due to missing the deadline for advertising in the parish magazine, the fine weather and other events happening in the Maldon district. However, thanks were passed to those who had helped on the day and those who had litterpicked on other days.</p> <p>The application to ECC for a new bench (made by a resident on behalf of another resident) could not be pursued further without the full support of WBPC. After discussion, it was acknowledged that there was little else that could be done at this time.</p>
23/181	<p>Clerk's Report</p> <ul style="list-style-type: none"> - A small gift had been purchased and Cllrs Layley and Wardrop had presented this to the head librarian who had retired on 20th September. - With regard to clearance of land on Tiptree Road, Essex Police had asked for firm evidence of bird nests and the Clerk had contacted a resident for more details. - A Ford Focus parked in Great Totham Road with no registration plates had been reported to MDC who advised it did not meet the criteria for any further action. It was noted the vehicle had now been removed. - The Clerk had put a resident in touch with Gigaclear re damaged verges following their works. - A resident in Grange Road had expressed disappointment that Gigaclear would not now be connecting them. The Clerk to remind Gigaclear of their initial commitment.

	<p>- As part of the Environment Act 2021, Government guidance received meant parish councils should consider what action to take for biodiversity by 1st January 2024. The Clerk to draft a policy to be considered at the November Meeting.</p>
23/182	<p>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person Members of the public spoke of concerns over the 40mph buffer zone proposal and the Land adjacent 2 Grange Road Planning Appeal.</p>
23/183	<p>Planning Applications and Decisions <i>It was noted that Cllr Morgan would not take part in voting on Planning Applications as he may be required to do so at MDC.</i></p> <p>As Planning Committee Chairman, Cllr Bass took the chair for this item.</p> <p>23/00797/HOUSE 14 Roots Lane Proposed two storey front, side & rear extension incl building over existing single storey attached garage. Widening of existing vehicular drop kerb access. Resolved: Members had no objections and recommended APPROVAL.</p> <p>23/00802/FUL Tumbrils, 14 Tiptree Road Replacement dwelling & construction of outbuilding. Members noted that this was a most unusual application. Resolved: Members were not opposed to this in principle but were concerned as to how it could be achieved and how it would affect the adjoining property, no mention of which was made in the application.</p> <p>23/00888/LDP Ockleys, Maypole Road Claim for lawful development certificate for proposed outbuilding, extension of existing garden wall with erection of canopy. Resolved: No comment.</p> <p>23/00889/LDP Ockleys, Maypole Road Claim for lawful development certificate for proposed re-cladding of existing dwelling house and cartlodge. Resolved: No comment.</p> <p>23/00919/HOUSE Carr House, Carters Lane Single storey front extension with rooms in roof. First floor side extension incl extension to existing roof line. Infill extension to front elevation, addition of canopy to front and changes to fenestration. Amended plans had been added to the portal but it was unclear exactly how these differed from the originals. Action: The Clerk to seek clarification.</p> <p><u>The following decisions made by MDC were noted:</u> HOUSE/MAL/23/00690 6 Wooldridge Place Replace existing porch with enlarged porch and extension to the garage. Changes to fenestration. APPROVED</p> <p>FUL/MAL/23/00621 Mulholland, Station Road Proposed gates and piers. APPROVED.</p> <p><u>The following Appeal made to the Secretary of State was noted:</u> APP/X1545/W/23/3322035 Land adjacent 2 Grange Road Construction of two storey detached dwelling. Resolved: The Clerk to write to the Planning Inspector repeating our original objections.</p> <p>With regard to the dwelling currently being erected on Land at The Summer House, it was noted that Cllr Durham had contacted members of the NW Area Planning Committee to advise them of the dormer windows which did not have permission, recommending that the Application be returned to Committee for consideration.</p>
	<p><i>The order of proceedings was slightly altered to allow a member of the public to listen to 23/185</i></p>

23/185	<p>Traffic Calming & Highway Matters Request for a site meeting with highways engineer No response. The Chairman to chase.</p> <p>To receive and consider points made by residents concerning The Street/Great Totham Road junction Resolved: The Clerk to explain the PC's attempts to get a site engineer from Highways to look at the junction as a whole. The Clerk to ask the Community Enforcement/Engagement Team about the possibility of them visiting and speaking to motorists who are parked too close to the junction, across driveways etc.</p> <p>To note response from One Stop/freeholders to request for dropped kerb The freeholder had indicated their willingness to make an application for a dropped kerb.</p> <p>To note and consider Jubilee Way as name of new relief road (comments by 20.10.23) Noted.</p> <p>To note correspondence from residents concerned with speeding on Maypole Road Noted.</p> <p>To note the intended introduction of a 40mph buffer zone in Maypole Road and to consider any further action It was suggested that support be sought from District Councillor Richard Siddall as this was actually in Great Totham parish. Whilst members were disappointed that the proposal was not for 30mph, they did not wish to jeopardise any attempts to make the area safer. Resolved: The Chairman to write to Cllr Lee Scott requesting a copy of the survey and reminding him that a 30mph limit had been requested.</p>
23/184	<p>Land rear of 9 Church Road Planning Application update The Chairman took the opportunity to thank everyone who had been involved in preparations for the 13th September NW Area Planning Committee Meeting, including Dame Priti Patel MP, members of the WB Action Group (Messrs Kevin Walter, Richard Kewish, Mark Reynolds, Trevor Sparkes), those who anonymously financed the reports from Charles & Associates and Brooks Leney, those who attended the meeting itself and Ward Councillors, Mark Durham and Simon Morgan who spoke well against the proposal.</p> <p>To consider responding to Essex Highways letter to MDC of 27th June 2023 Whilst it was felt appropriate to point out the discrepancies in Highways response to the 9 Church Road Planning Application, it was agreed there could be merit in saving these points for the future. It was noted that the WB Action Group were due to meet on 11th October at 8pm. Cllrs Williams and/or Wardrop would attend, raise this for discussion and agree the best way forward.</p> <p>Members agreed to give some thought to conducting another Housing Needs Survey in Wickham Bishops. Action: The Clerk to make enquiries of RCCE.</p>
23/186	<p>Public Telephone Box outside One Stop The freeholder advised that they wished to retain the telephone box. Resolved: As the box was now defunct, the Clerk would write to the freeholder encouraging them to remove it as it was not serving any useful purpose and considered hazardous.</p>
23/187	<p>Remembrance Sunday Arrangements – Update on road closure arrangements and cost implications as put forward by the Three Parishes Remembrance Day Committee Cllr Morgan reported that he had arranged for the road closure and traffic management on the day at a cost of roughly £1,000. The Clerk to Little Braxted PC would deliver a letter to all affected households. It was noted that 2021 Census figures recently released indicated that WBPC's share of the costs (as used in the past) would now be 77.4% (formerly 78.5%).</p>

	Cllr Bates agreed to lay the wreath on Remembrance Sunday on behalf of WBPC as Cllr Wardrop had a prior family engagement. Action: The Clerk to order a poppy wreath to be delivered to Cllr Bates.																																																																																																																								
23/188	District Councillor Report District Councillor Morgan reported that modelling criteria was being studied in relation to the LDP with the majority of development planned in Heybridge, Maldon and larger towns/villages. Budgets and waste contracts were also under consideration.																																																																																																																								
23/189	County Councillor Report County Councillor Durham was not present.																																																																																																																								
23/190	<p>Finance The following bank balances as at 30th September 2023 were noted: Unity Trust Current Account £22,078.27, Instant Access Account £10,098.36, Equals Debit Card £31.65, a total of £32,208.28. Quarterly finance reports produced by the Clerk were noted. Resolved: Cllr Bass proposed the following payments be authorised, seconded by Cllr Mickelsen, all in favour.</p> <table border="1"> <thead> <tr> <th>Voucher</th> <th>Code</th> <th>Date</th> <th>Bank</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>55</td> <td>Chairman's Allowance</td> <td>15/09/2023</td> <td>Debit Card</td> <td>Retirement gift, librarian</td> <td>Staines & Brights</td> <td>S</td> <td>20.40</td> <td>2.09</td> <td>22.49</td> </tr> <tr> <td>56</td> <td>Venue Hire</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Village Hall Hire Oct 22-Sep23</td> <td>Beacon Hill Sports Association</td> <td>X</td> <td>571.45</td> <td></td> <td>571.45</td> </tr> <tr> <td>57</td> <td>Platinum footpath</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Platinum Path signs</td> <td>Blackwater Sign & Print</td> <td>S</td> <td>50.00</td> <td>10.00</td> <td>60.00</td> </tr> <tr> <td>58</td> <td>Grasscutting</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Grasscutting</td> <td>D W Maintenance</td> <td>X</td> <td>85.00</td> <td></td> <td>85.00</td> </tr> <tr> <td>59</td> <td>Clerk's Salary</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>X</td> <td>786.00</td> <td></td> <td>786.00</td> </tr> <tr> <td>59</td> <td>PC Office Allowance</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>WFH Allowance</td> <td>Mrs L A Bailey</td> <td>X</td> <td>25.00</td> <td></td> <td>25.00</td> </tr> <tr> <td>60</td> <td>Printing & Postage</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Clerk Reimbursements</td> <td>HP Instant Ink</td> <td>S</td> <td>8.32</td> <td>1.67</td> <td>9.99</td> </tr> <tr> <td>60</td> <td>Email/Website Subs</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Clerk Reimbursements</td> <td>Fasthosts web domain renewal</td> <td>S</td> <td>15.99</td> <td>3.20</td> <td>19.19</td> </tr> <tr> <td>61</td> <td>Platinum footpath</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Cllr Layley reimbursement</td> <td>Screwfix - Platinum Path sign screws</td> <td>S</td> <td>8.32</td> <td>1.67</td> <td>9.99</td> </tr> <tr> <td>62</td> <td>Biodiversity</td> <td>03/10/2023</td> <td>Unity Trust Current Account</td> <td>Hedgehog Highways</td> <td>Hedgehogs R Us</td> <td>X</td> <td>157.50</td> <td></td> <td>157.50</td> </tr> <tr> <td colspan="7" style="text-align: right;">Total</td> <td>1,727.98</td> <td>18.63</td> <td>1,746.61</td> </tr> </tbody> </table> <p>The Finance Committee Meeting scheduled for 13th October 2023, 11.30am was noted.</p>	Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	55	Chairman's Allowance	15/09/2023	Debit Card	Retirement gift, librarian	Staines & Brights	S	20.40	2.09	22.49	56	Venue Hire	03/10/2023	Unity Trust Current Account	Village Hall Hire Oct 22-Sep23	Beacon Hill Sports Association	X	571.45		571.45	57	Platinum footpath	03/10/2023	Unity Trust Current Account	Platinum Path signs	Blackwater Sign & Print	S	50.00	10.00	60.00	58	Grasscutting	03/10/2023	Unity Trust Current Account	Grasscutting	D W Maintenance	X	85.00		85.00	59	Clerk's Salary	03/10/2023	Unity Trust Current Account	Clerks Salary	Mrs L A Bailey	X	786.00		786.00	59	PC Office Allowance	03/10/2023	Unity Trust Current Account	WFH Allowance	Mrs L A Bailey	X	25.00		25.00	60	Printing & Postage	03/10/2023	Unity Trust Current Account	Clerk Reimbursements	HP Instant Ink	S	8.32	1.67	9.99	60	Email/Website Subs	03/10/2023	Unity Trust Current Account	Clerk Reimbursements	Fasthosts web domain renewal	S	15.99	3.20	19.19	61	Platinum footpath	03/10/2023	Unity Trust Current Account	Cllr Layley reimbursement	Screwfix - Platinum Path sign screws	S	8.32	1.67	9.99	62	Biodiversity	03/10/2023	Unity Trust Current Account	Hedgehog Highways	Hedgehogs R Us	X	157.50		157.50	Total							1,727.98	18.63	1,746.61
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23/191	Progress Reports from Councillors – no decisions required Cllr Wardrop reported that 11 Speedwatch sessions had taken place with 135 vehicles recorded speeding.																																																																																																																								
23/192	Correspondence A suggestion from a resident to carry out the litterpick during Spring was considered a good idea. Action: The Clerk to diarise this for April 2024.																																																																																																																								
23/193	Parish Council Surgeries The September surgery had seen one resident who had volunteered her husband. He had agreed to assist with Speedwatch and public footpaths. Cllrs Morgan and Wardrop agreed to attend the Saturday 21 st October surgery.																																																																																																																								
23/194	General Village News and Events to Note Litter in Station Road near Fairplay would be reported to MDC. It was noted that the bus shelter could do with a sweep. A deep pothole in Station Road near the Fairplay entrance would be reported to ECC, if not already on their online reporting system.																																																																																																																								
23/195	Date of Next Meetings: Finance Committee Meeting – Friday 13 th October 2023, 11.30am, Village Hall Boardroom Climate Change Talk – Thursday 26 th October 2023, 7.30pm, Village Hall Small Hall Parish Council Meeting – Tuesday 7 th November 2023, 7.30pm, Village Hall Boardroom																																																																																																																								
23/196	Close of Meeting There being no further business, the meeting closed at 9.45pm.																																																																																																																								