

MINUTES

Minutes of Ordinary Meeting of Woodham Walter Parish Council.
Held at 8.00pm in Woodham Walter Women's Club, Top Road, Woodham Walter.

Monday 14th January 2013

Present:

Cllr. James Bunn
Cllr. Mark Durham
Cllr. Andrew Newland
Cllr. Gill Orford
Cllr. Joanna Symons
Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)
Cllr. Henry Bass (Maldon District Council)

Public: 2

842. Welcome Cllr. Bunn welcomed those present to the meeting.

843. Apologies For Absence Apologies were received and accepted from Cllr. David Potter and Cllr. Penny Channer.

844. Reviews & Adoptions Outstanding reviews and adoptions continue to be addressed.

845. Disclosure of Interests/Consideration of Dispensations To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-10 inclusive of the Code of Conduct for Members. (Members were reminded they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

Councillor Andrew Newland declared a Personal Interest as his wife is the voluntary editor of the Parish Magazine and the Parish Council provide grant funding to the magazine which is to be discussed under agenda item: 13.2. The register was duly signed.

All councillors declared Disclosable Pecuniary Interests in land within the village and therefore in order that the precept can be discussed a dispensation agreement was granted to all members and co-opted members as detailed below and in the report of the Monitoring Officer which the clerk duly filed. Without the dispensation the number of persons prohibited from participating in the discussions regarding the precept would be so great a proportion of the council that it would impede the transaction of that business. Furthermore, the granting of the dispensation is in the interests of the people living in Woodham Walter. The dispensation will remain in place until the next Parish Council elections in May 2015. The register was duly signed.

Resolved to accept the report of the Monitoring Officer which enables Woodham Walter Parish Council to grant a general dispensation for a range of matters which would relieve a member from some of the restrictions set out in the legislation and the Code, including setting the Council Tax precept.

Cllr. Mark Durham proposed that the report be accepted and Cllr. Peter Warren seconded the proposal. All councillors were in agreement.

846. Public Forum To receive the views of members of the public on items of business on the agenda or other village matters to be considered by the council.

There were two members of the public present. Mr & Mrs Colin Warner were in attendance to advise councillors of a planning application at Waggers, Hop Garden Lane. Mr Warner explained the plans and reasons for the application. The existing building is in need of a huge amount of repairs and they are planning to retire. There would be one member of staff made redundant. The current use as a kennels does cause some disturbance to neighbouring properties and they felt that the change of use to a private residential dwelling would be to the benefit of the local area. Mr & Mrs Warner invited councillors to view the site and answer any questions prior to the next meeting where the plans would be considered by the Parish Council. Clerk confirmed that the plans have now been received and that the deadline for response has been extended to facilitate the date of the next scheduled meeting. Cllr. Orford agreed to carry out the neighbour consultations.

Councillors thanked Mr & Mrs Warner for attending the meeting and agreed that viewing the site would be useful, clerk to arrange. Mr & Mrs Warner then left the meeting room.

847. To approve the Minutes Of Parish Council Meeting Held On 10th December 2012

The minutes were approved as a true record of the meeting and were duly signed.

848. Matters Arising from Minutes of 10th December 2012

848.1 Village Footpath Map (443.1) To be discussed at the next meeting.

849. Community Led Plans It was noted that expressions of interest in being part of the team to produce a Village Design Statement have been received from 7 villagers. Councillors agreed that this was a good team to move the project forward. It was agreed that a meeting will be arranged in order to explain what is required and establish clear terms of reference. Cllr. Newland will produce a short report. Cllr. Newland and Cllr. Bunn will attend the meeting. Clerk to arrange.

850. Planning – APPLICATIONS

850.1 WTPO/MAL/12/01043 2 Willow Hall Cottages, Old London Road

TPO 8/12 – W1 – Re-coppice approximately 50m2 of secondary woodland, mainly sycamore and Elder. Reduce to previous reduction points Elm and Prunus along boundary for 50m heading north. This application was circulated and as no objections were raised, clerk wrote accordingly.

850.2 HOUSE/MAL/13/0001 Glendale, West Bowers Road

Single storey side extension to the rear of the property.

It was noted that the deadline for Parish Council response has been extended so that the application can be discussed at the next meeting. There are no neighbours to consult.

850.3 FUL/MAL/13/00007 Waggers, Hop Garden Lane

Demolition of dwelling house, boarding kennels and cattery and erection of replacement dwelling house.

It was noted that the deadline for Parish Council response has been extended to that the application can be discussed at the next meeting. Cllr. Orford to carry out the neighbour consultation. Clerk to arrange a meeting at the site with the owners and councillors.

851. Planning – DECISIONS There were no decisions to report.

852. Other Planning Matters

852.1 RCCE letter re: Affordable Housing – local needs. Councillors agreed that anecdotally they accept there maybe a demand but that this is not a formally established fact. However, councillors would aim to be sympathetic to an appropriate development although there are very limited if any suitable locations in the village. Clerk to draft a response and liaise with councillors.

852.2 Agricultural Restrictions. Await response from MDC. Clerk to forward letter to Cllr. Durham.

852.3 APPEAL APP/X1545/A12/2187711 Albany Orchards, Old London Road

An appeal has been submitted re: Change of use of land to form new residential driveway and gates. Clerk confirmed that a letter was submitted to the inspectorate to confirm the Parish Council's opinion.

852.4 ESS/70/12/MAL Royal Oak Quarry, Woodham Mortimer/Danbury

Lateral extension at the Royal Oak Quarry.

The location is an extension to existing Royal Oak Quarry site and borders Herbage Park Road – not in Woodham Walter but between The Warren and The Anchor. The access road will be via the existing Royal Oak Quarry site onto the A414. We have not been formally consulted as it is not in our parish but the officer at ECC having discussed the location with me has given us a deadline of this Friday to make a response. This is a renewal of an expired permission. The works are estimated to take 5 years but the start date is not precise and this is the reason for the broad 10 year implementation period. No development can take place on this lateral site until the existing site at Royal Oak is completed. Part of the original permission for the site detailed the access route being directly onto the A414 using the existing Royal Oak entrance. There are a number of pre-commencement conditions which will all need to be complied with and all mitigation measures will remain and need to be carried out before any commencement of works. It was noted that this site is a “preferred site” in the old Essex Minerals Local Plan.

Councillors resolved to object to the application. Clerk to write a letter re: detrimental impact of noise and dust on the rural environment. Various highways issues including mud and aggregate on the road surface, increase in traffic on A414 which is already overcrowded. Clerk to liaise with Chairman.

852.5 Minerals Local Plan – Public Engagement 17 January – 28 February – The document sets out the strategy and policies for how the county will approach minerals development until 2029. This does not include Whitehouse Farm or Tyndales Farm. The document can be viewed and representations can be made on line <http://consult.essexcc.gov.uk>

853. Payments The following payments were authorised and cheques duly signed.

853.1 e-on –Monthly DD

853.2 A&J Lighting Solutions – Monthly DD

853.3 Douglas Tonks Ltd - Monthly DD: re: Clerks Salary/Holiday/Allowance/ HMRC and Payroll services.

853.4 National Allotment Society £66 inc VAT (amount of £55 to be reimbursed by AA)

854. Other Financial Matters

854.1 Summary of Accounts to date

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
10-Dec-12	Balance			6451.91
14-Jan-13	Transfer to Community Account		600.00	5851.91
Community A/C				
10-Dec-12	Balance			438.33
14-Jan-13	Transfer from Business Reserve	600.00		1038.33
14-Jan-13	January Debits (Estimated)		563.32	475.01

854.2 Budget/Precept

We have now received our Tax Base Figure for 2013/14: 264.3 this is down on last year's figure by about 5.8%. This has been done to take into consideration the move from Council Tax benefits to the Local Council Tax Support Scheme from 1 April 2013. Under the new scheme those properties eligible for a reduction to their council Tax liability will be removed from the tax base – the result is that the precept is paid for by less properties. However, this year the shortfall is to be made up by a grant from Maldon District Council. The parish's tax base is calculated based on the number of Band D equivalent properties in the area; this figure is used to calculate the impact on the local Council Tax of our proposed budget requirement.

Councillors reviewed the proposed budget. It was decided that due to the reduction in members of the Silver Threads Club over recent years that the grant will be reduced to reflect this to £150. The remaining village grants would be kept at the same level as last year. It was agreed that the expected reserves are at an appropriate level and should be slightly higher depending on contingency spending during the remainder of this financial year. It is planned that any funding required to produce a Village Map and Village Design Statement will be mainly achieved from grants/sponsorship with minimal direct funding from the Parish Council.

Councillors agreed that the budget be accepted and the precept requirement will be kept at the same level as 2012/13 to the sum of £8882. However Cllr. Durham will speak to Financial Services at MDC to confirm the grant funding for the shortfall. Clerk will then submit the precept request form dependent on the outcome.

All councillors were in agreement, clerk to liaise with Cllr. Durham and Cllr Bunn.

854.3 **Bell Meadow Hedge** – quote received from D.W. Maintenance. Awaiting second quote.

Clerk to contact Andrew Macmorland one more time and depending on the quote if any will select the cheapest option. Therefore the quote from DW maintenance of £400 was approved subject to it being the best quote. Clerk to arrange.

855. **Report Of The District Councillor/County Councillor** Cllr. Channer's report had been forwarded to cllr's. Cllr. Durham reported that Maldon District Council are in the process of setting their budget for 2013/14. A recent electrical equipment amnesty had been a big success and would be repeated again later in the year. Cllr. Bass gave advice about Village Design Statements. Cllr. Bass then left the meeting room at 9.40pm

856. Highways

856.1 Ref: 95625 Broken Manhole Cover at junction of Rectory Road – now fixed.

856.2 Water Main leak, The Street. At junction of Top Road. Clerk understands that the water board are due to attend but as there is a risk of ice it will be reported.

856.3 Little Baddow Road – blocked drains to be re-reported as the area adjacent to Ranworth is very dangerous during icy conditions.

856.4 Ref: 88880 Curling Tye Lane – clerk to chase up ditch works.

856.5 Little Baddow Road adjacent to Chamberlain Cottage. Clerk to ask owner if there are plans to repair/reinstate the verge and ditch as the condition of these has deteriorated during the building works. The road is currently very muddy and there is concern that parked vehicles are a hazard.

857. Local Issues

857.1 **Bell Meadow/Playground**. The book was duly signed, there were no reported incidence. It was noted that Colin Warner has completed the works to maintain the trees/hedge at the bottom of Bell Meadow.

857.2 **Footpath Report** i) Letter from Essex Legal Services re: FP33 at Hoe Mill. The evidence does not support a drafting error on this path and therefore the line of the path shown on the Definitive Map is correct.

ii) Letter from Essex Legal Services re: Bridleway 2 near Raven's Farm. Re: question raised as to whether BR2 reaches a public highway at its eastern end in the vicinity of Raven's Farm. Cllr. Warren to investigate. He will speak to Colin Warner and owner of Raven's Farm. iii) It was noted that the Definitive Map and enforcement team are investigating FP24. iv) Trees along FP12, FP19 and FP22 have been attended to, also brambles on FP4 and 5. v) BR31 between Spring Elms Lane and WW Common: there is a large tree which needs attention as it is leaning heavily across the bridleway. The Parish Council accepted that they would carry out the works as there is no known owner and WWPC are the custodians of WW Common. Clerk to seek quotes and duly arrange for the tree to be felled and moved to one side. One branch overhangs Barnfield and clerk will speak to owners.

vi) It is regrettable that FP19 across the fields at Whitehouse Farm was ploughed but there is nothing that can be done. vii) Clerk to chase up Essex & Suffolk Water re: FP12; viii) Thrift Wood – it was noted that signs have recently been erected instructing visitors to keep to the footpath, the trees along the route of the path have been white banded. It is thought that there is an Article 4 Directive for Thrift Wood and Cllr. Warren will liaise with Andrew Ritchings at Woodham Mortimer Parish Council to see if they are aware.

857.3 **One Place On Wheels** - Woodham Walter. Next visit including mobile police vehicle – Thursday TBC from 3.15-4.15pm. Village Hall.

857.4 **School Report** The school newsletter has been forwarded to councillors. Councillors noted the success of the school in the recent League tables – Woodham Walter are ranked 14 in the whole of Essex.

857.5 **Allotments Report** 2 plots have been advertised.

857.6 **Village History Project** Cllr Bunn and Cllr Durham volunteered to speak to Mr Clark.

857.7 **Community Speed Watch** A training session should be organised soon for volunteers.

857.8 **Litter Date** has been set with Colin Warner for the February litter pick on Saturday 9th February, meeting at 10am at the school.

857.9 **Street Lights** – it was noted that some or all of the street lights are still not performing as they should be despite 2 visits from the maintenance team. Clerk is investigating, any information gratefully received.

857.10 **Tree Management** To discuss carrying out regular (annual/after storms) survey of trees within the Parish Council's responsibility. Further expert advice will be sought if any problems are highlighted during the visual inspection. It was agreed that Cllr. Warren will be the Tree Officer and carry out inspections during the course of his usual walks around the parish footpaths. Cllr. Newland will write a tree policy for the Parish Council. Clerk to check the agreement with Essex Wildlife Trust regarding Woodham Walter Common.

858. Correspondence

858.1 MDC – Schedule of meeting dates

858.2 ECC Community Capacity Development – Lent Investment : Giving Up time – to be circulated.

858.3 MDC – Emergency Planning – clerk to update contact details. Cllr. Newland to return emergency file.

859. Points of Information

859.1 Cllr. Orford thanked Cllr. Newland for his response during the consultation on the gravel pit which had helped to insure that the Whitehouse Farm site was not a selected site.

859.2 Cllr. Durham noted that Woodham Walter is part of an area of Special Control which means there are more stringent controls on advertising – this would explain problems advertising events in the village. He will investigate if exemptions can be sought.

860. Date of Next Parish Council Meeting: Monday 11th February 2013.

Signed

Dated

Meeting ended at 10.30pm