

## 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 8<sup>th</sup> February 2016**

### **Present:**

Cllr. Peter Warren  
Cllr. James Bunn  
Cllr. Mark Durham (in attendance until 10.00pm)  
Cllr. James Rushton  
Cllr. Joanna Symons  
Cllr. John Tompkins

Others: Jacky Bannerman (Parish Clerk)  
Cllr. Henry Bass (District Councillor) (in attendance until 9.35pm)

Public: 1 (in attendance until 10.00pm)

**1716. Welcome** Cllr. Warren welcomed those present to the meeting.

**1717. Apologies for Absence** were received from County Councillor Penny Channer

**1718. 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 are reminded they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

Cllr. Mark Durham declared an interest in agenda item 9.1 (Minute ref: 1724.1) Planning Appeal FUL/MAL/15/00047 Land adjacent to Whitegates, Herbage Park Road as his is employed by the applicant. It was agreed to defer this agenda item to the end of the meeting. No other interests were declared and the register was duly signed.

### **1719. Notice Of Vacancy**

1719.1 Clerk has received confirmation from MDC Electoral Officer that the Parish Council can appoint a new Parish Councillor by way of co-opting. An advertisement will be placed on the noticeboard, website and in the Parish Magazine. The appointment will be made by vote at the next Parish Council meeting on 14<sup>th</sup> March. Clerk had so far received two expressions of interests but one of those has since withdrawn. Other interested applicants should contact the clerk or chairman and attend the March meeting.

**1720. Public Forum** There was one member of public present, Mrs Jenny Hughes who was in attendance to find out more about the role of the Parish Councillors having expressed an interest in the vacancy.

**1721. To approve the Minutes of Parish Council Meeting On Monday 11<sup>th</sup> January 2016** The minutes were approved as a true record of the meeting and duly signed.

### **1722. Matters Arising from Minutes of Monday 11<sup>th</sup> January 2016**

1722.1 Air Cmdr Sismore memorial bench on Bell Meadow. On-going.

### **1723. Planning – APPLICATIONS**

1723.1 FUL/MAL/15/01346 White Gates Cottage, Herbage Park Road  
Removal of condition 2 of approved application FUL/MAL/13/00083 (Demolition of existing house and garage, erection of replacement dwelling and detached garage accessed from existing site entrance). Reduce the size of the dwelling with some minor internal and elevation changes.  
After discussion a vote was taken and the majority decision was to recommend refusal. The composition of the Parish Council has changed since the 2013 permission and the opinion is now that the parish council should object. Whilst Councillors realise that the extant permission means that it is likely to be approved, they consider that this should not have been given permission as in their opinion the building design is inappropriate and in a dominant position in the village and would be detrimental to the Grade II\* listing at the Church.

1723.2 FUL/MAL/16/00030 Waggars, Hop Garden Lane  
Erection of replacement dwelling, garage and outbuildings. (Amendments to previously approved design under FUL/MAL/14/00209).  
Councillors accepted that permission was likely to be granted for this application because of the extant permission. However, they do have some concerns at the height of the proposed garage building which is considered imposing and they would have preferred the pitch to have been reduced but

decided that this was not reason enough to object. Councillors request that if Maldon District Council is minded to approve the application, that a condition should be placed on the approval that the outbuilding shall be used only for the parking of vehicles and storage purposes, incidental to the enjoyment of the associated dwelling house and not for commercial, business use or as residential accommodation. Councillors also seek the removal of permitted development rights for future development because the application does not accord with the emerging Woodham Walter Village Design Statement.

1723.3 WTPO/MAL/16/00032 2 Redgates, Old London Road  
TPO 4/15. T1 Horse Chestnut - Selective pruning of the remaining crown by up to 1.5m where necessary. Raise crown by removing minor limbs only and remove remaining dead/dying crossing branches throughout the crown.

Councillors support this application.

1723.4 FUL/MAL/16/00088 Guys Farm Lodge, Manor Road

Demolition of bungalow and the construction of a 4 bedroom house.

This application had been received too late to be included in the meeting. Due to the timing of the deadline which does not coincide with an ordinary Parish Council meeting it has been necessary to call an Extraordinary Parish Council meeting on Monday 22<sup>nd</sup> February at 8pm in Woodham Walter Women's Club.

#### **1724. Planning – APPEALS**

1724.1 FUL/MAL/15/00047 Land adjacent to Whitegates, Herbage Park Road

Residential development comprising 11 dwellings. Appeal ref: APP/X1545/W/15/3130915

Discussion on this item took place at the end of the meeting after Cllr. Durham had left the meeting room having declared an interest.

Letter received from MDC confirming that a hearing to determine the appeal will be held on 23<sup>rd</sup> February at 10am. It was agreed that Cllr. Peter Warren will represent Woodham Walter Parish Council at the hearing and at the discretion of the inspector, may be able to take part in the discussion. It was noted that appeal documents on line (submitted by the appellant) indicate that the items for discussion are regarding the five year land supply and enabling development issues. It was agreed that the Parish Council view remains strongly opposed to the application and if an opportunity arose to give these views again to the inspector then Cllr. Warren would speak on behalf of the council. No response had so far been received from the officer.

#### **1725. Planning – DECISIONS**

1725.1 HOUSE/MAL/15/01192 Spring Elms Farm, Spring Elms Lane **APPROVE**  
Triple garage with storage over.

1725.2 FUL/MAL/15/01155 Warren Golf Club **APPROVE**  
Alterations at clubhouse.

#### **1726. Other Planning Matters**

1726.1 Woodham Walter Conservation Area. Cllr. Tompkins reported that he had attended a meeting at MDC. He distributed maps of the proposed Conservation Area (CA) and explained that in addition to normal planning controls, Conservation Areas enjoy special protection under the law. There are some key requirements such as anyone wishing to demolish a building or part of a building or carry out tree work within a CA must first obtain consent from the District Council. There are several proposed Locally Listed Heritage Assets within the CA and this includes both Listed Buildings and other buildings with heritage value. Consideration will need to be given to whether or not the CA will have an Article 4 Direction imposed which is made by the Local Planning Authority and would restrict the scope of permitted development rights meaning that a planning application would be required for all development. There are pros and cons to an Article 4 Direction which will need to be considered and a consultation with householders will also take place before a decision is made. Councillors were in agreement with the broad principle of the Conservation Area and agreed that the suggested area as per the map was a sensible section of the village and they support the proposal. Cllr. Tompkins will liaise with MDC to progress.

1726.2 MDC Planning – await response to our letter written to Nick Fenwick

1726.3 Falconers Lodge – Cllr. Durham reported that MDC officers are due to attend the site for an inspection in order to confirm that works etc are taking place in accordance with approved plans.

**1727. Payments** The following payments were authorised and cheques duly signed.

1727.1 e-on – Monthly DD £17.81 (inc. 0.85 VAT)

1727.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)

1727.3 Mrs J Bannerman - Clerks Salary & Allowance – 29 hours + holiday pay/allowance £455.49

#### **1728. Other Financial Matters**

1728.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
11-Jan-16	Transferred to Community A/C 60978876		1000.00	7189.44
08-Feb-16	Transferred to Community A/C 60978876		400.00	6789.44

### Community Account

11-Jan-16	January Debits		1135.95	588.34
22-Jan-16	Allotments Association (re: NSALG)	55.00		643.34
22-Jan-16	UK Power Networks (Wayleave Payment)	9.78		653.12
08-Feb-16	Transferred from Business Reserve A/C 40622818	400.00		1053.12
08-Feb-16	February Debits		497.24	555.88

1728.2 Training Courses – Cllr. Symons has booked to attend the Chairman's 3 Day training courses with EALC. The cost is £220 but the Parish Council has a £100 training award which can go towards the costs. Await invoice from EALC.

### 1729. Reports Of The District Councillor & County Councillor

Cllr. Durham reported that car parking charges in Maldon would be raised, there had been some opposition which had been taken into account. These charges highlight the fact that more funding is needed to cover the short fall from government funding. The District Council element of Council tax will increase by 1.95%; The Planning & Licensing committee are looking at the template for the parish response and debating the parish trigger; They are still awaiting a decision from the Secretary of State regarding the Local Development Plan and hope that the decision is imminent; the new waste contractor has started with new lorries, they are currently working to the same collection regime which will change in June with the introduction of wheelie bins.

Cllr. Bass raised concerns that according to the minutes councillors had written to MDC regarding comments he had made, without first speaking to him. If there was a query and clarity was required he considers that councillors should have spoken to him first and not to the Head of Planning.

Cllr. Warren and Cllr. Tompkins explained that most of the letter to Head of Planning had been about clarifying comments from MDC regarding a letter they had written in response to a complaint the Parish Council had made about the a planning application in which the Parish Council's response had not been taken into account.

Regarding the reporting of his original comments, he contended that he would have said that Parish Council comments are reported to the committee and are on the report even though MDC are not required to take account of Parish Council's comments as they are not statutory consultees.

The Chairman apologised to Cllr. Bass for any misunderstanding or offence caused.

Cllr. Bass then left the meeting room at 9.35pm

### 1730. Other Council Matters

1730.1 Village Design Statement. Cllr. Tompkins reported that progress is now being made since the meeting at MDC.

1730.2 Woodham Walter Common. No report.

1730.3 Bell Meadow Village Association. Cllr. Durham reported that planning for this year's event is proceeding well.

1730.4 Allotments Association. Cllr. Rushton reported that 2 new members had taken plots. There is now 1 large and 2 small plots available.

1730.5 Tree Policy – on-going – policy has now been drafted.

1730.6 Emergency Plan – on-going.

1730.7 Annual Parish Meeting – the Village Hall has been booked for Monday 18<sup>th</sup> April. Clerk to begin work on Annual Parish Report.

1730.8 Queen's 90<sup>th</sup> Birthday – suggested date Sunday 12<sup>th</sup> June for street party. Cllr. Symons/Clerk to arrange meeting in March.

### 1731. Consultations/Questionnaires

### 1732. Highways

1732.1 There are a number of on-going highways issues which clerk is pursuing.

1732.2 Zig Zag Lines – research with Highways has found that in order to request an extension of the zig zag lines opposite the Top Road junction (in front nursery) , an application will need to be made with South Essex Parking Partnership in the first instance. They will assess against their safety and congestion policy criteria – if the request meets the ECC policy criteria, ECC will take necessary action (subject to funding), if it is judged to not meet the safety and congestion criteria the request will be assigned to the SEPP for site visits and consultation and funding consideration. The whole process is likely to take in the region of 18 months. The Parish Council need to seek support from members of

the community before completing the application form and there is a petition form included in the application document, councillors agreed that they would each ask for signatures as part of a consultation process. Clerk to ask Tadpoles Nursery and the school if they would like to comment.

**1733. Local Issues**

1733.1 Bell Meadow/Playground. There were no issues to report and the book was duly signed.

1733.2 Footpaths Report. Cllr. Warren reported: 1) Overhanging branches have been cut back on paths FP19, 22 and 36. Also several trees on FP19 have had branches removed in order to make the route to the Forest School safer. 2) The footbridge on FP12 by the pumping station has been repaired by Essex & Suffolk Water. Cllr. Warren to thank ESW for their prompt response. Still waiting for two fallen trees further down this path on the golf course to be cleared. 3) The defective gate on FP19 (reported to ECC on Nov 5<sup>th</sup>) is still awaiting repair.

1733.3 School Report. No information to report.

1733.4 Crime/Police Report: Between 31/12/15 and 04/01/16 suspects unknown have removed 150 litres of diesel from excavator causing no damage. Location in Curling Tye Lane, Woodham Walter

1733.5 Litter. The village litter pick is due to take place on Saturday 13<sup>th</sup> or 20<sup>th</sup> February (depending on weather) at 10am meeting at the school.

1733.6 Broadband. Cllr. Durham reported that he is due to meet with ECC to discuss the Maldon contribution.

1733.7 Vehicle Activated Sign – No information to report.

1733.8 Post Office – No information to report.

**1734. Correspondence** it was noted that the following correspondence had been circulated to councillors: Mid Essex – report on consultation on proposed changes to Healthcare in the area; MDC news release re: tax discount changes for 2<sup>nd</sup> homes/empty homes; Priti Patel MP newsletter; Lower Thames Crossing consultation; MDC – information on Community Led Planning; MDC news release re: Police and Crime Commissioner elections; Magnox newsletter; Cllr. Channer update; comment from Mr Nicholls re: Top Road parking.

**1735. Points of Information** None

**1736. Date of Next Parish Council Meetings:**

Date of next Extraordinary Parish Council Meeting for Planning Applications only, Monday 22<sup>nd</sup> February 2016 at 8pm in Women's Club.

Date of next Ordinary Parish Council Meeting Monday 14<sup>th</sup> March 2016 at 8pm in Women's Club.

Signed

**Meeting ended at 10.25pm**

Dated