

## 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 12<sup>th</sup> November 2012**

### **Present:**

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

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

Public: 11

**804. Welcome** Cllr. James Bunn welcomed those present to the meeting.

**805. Apologies For Absence** There were no apologies reported.

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

806.1 Media Policy - Cllr. Newland had reviewed the draft document and made some amendments which the clerk will incorporate ready for adopting at the next meeting..

**807. Disclosure of Interests** 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 Mark Durham declared a personal interest in Agenda Item 11.5 Herbage Park. There were no other interests declared and the book was duly signed.

**808. Public Forum** Cllr. Bunn explained the procedure for the meeting and explained that members of the public may speak during the public forum but that they would not then be entitled to speak during the remainder of the meeting although they were very welcome to stay and listen. There were 11 members of the public present. There were no comments as those present were interested to hear the council's deliberations regarding the planning application at Bassetts Lane. A question was raised regarding the MDC deadline and clerk replied that an extension to the deadline of 1 day had been agreed with the planning officer.

**809. To approve the Minutes Of Parish Council Meeting Held On 8<sup>th</sup> October 2012** The minutes were approved as a true record of the meeting and duly signed.

**810. Matters Arising from Minutes of 8<sup>th</sup> October 2012**

810.1 Village Footpath Map (443.1) This is be carried over to the next meeting.

**811. Community Led Plans** To discuss CLP for Woodham Walter. No volunteers had responded to the Parish Magazine article. It was agreed that councillors will need to approach individuals to get the project up and running and that a Parish Council representative will need to be established in due course. To be carried over to the next meeting.

**812. Planning – APPLICATIONS**

812.1 OUT/MAL/12/00820 Land between Beightons and Barrow Cottage, Bassetts Lane  
Erect two storey detached house, detached garage, lay out parking and amenity areas and stop up existing and form new vehicular access onto Bassetts Lane.

Cllr. Orford carried out neighbour consultation and had advised them to write letters direct to MDC. Clerk noted that several copies of letters have been received from neighbours all objecting to the application.

Cllr. Durham reserved judgment on the application until the NW Area Planning Committee.

Councillor's concluded that they strongly object to the application. Clerk to draft a letter and liaise with the Chairman and ensure that the letter is lodged with MDC on Tuesday 13<sup>th</sup> November.

The reasons for objection include:

The application site is currently designated as agricultural land and is located outside of the village development boundary. The site is remote from community services and facilities. The proposed development would be detrimental to the rural character of the area which is within a Special Landscape Area. The proposed development would be out of character with the street scene. It would result in materially harmful impacts upon the neighbouring properties. The proposed change of use of the land represents an inappropriate use of land within a rural area and domestic use of such land would have a detrimental impact upon the character of this agricultural land. Members are further concerned that developing the field would set a precedent for other agricultural land in the village. Bassetts Lane is a narrow single carriageway rural road and the additional vehicle movements would be detrimental to highway safety. There was discussion regarding the existing entrance which needs further investigation.

Cllr. Bunn opened the meeting up to allow Councillor Bass to comment. He reserved judgment on the specific application until the NW Area Planning committee but drew Councillors attention to a recent appeal decision

made by the Planning Inspectorate in North Fambridge where the inspector ruled that an appeal for a new two bedroom cottage be dismissed and sited the character and appearance of the area as the decisive factor. Councillor Durham urged a representative from the Parish Council attend the NW Area meeting and make verbal representations. He also reminded that one objector and one supporter of the application may also make a verbal statement.

It was agreed that the clerk would draft a response and liaise with the Chairman before sending the letter.

**813. Planning - DECISIONS**

It is understood that the application at Falconers Lodge was approved by the NW Area Committee and now awaits scheduled monument consent before final approval is achieved.

**814. Other Planning Matters**

814.1 Parish/Town Council Planning Workshops - Cllr. Durham/Cllr. Symons attended. It was noted that a report is in circulation envelope.

814.2 Maldon & District Conservation & Design Awards – confirmation that Whitehouse Farm Barn in Woodham Walter won the Design Category. The judges were impressed by the approach to the conversion of an historic barn and admired the quality of the execution, the faithful use of traditional materials, the retention of historic fabric and the sympathetic internal decoration. Councillors were pleased to hear of the success and would be interested to view the property, clerk to write and request.

814.3 TPO 08/12 Woodham Walter Hall/Falconers Lodge. Response received from Jackie Gilbert who awaits guidance from the Council's Conservation Officer. Clerk to request update..

814.4 (794.5) Herbage Park re: Condition 15 clarification (Occupancy register). Councillor's noted the response from Marcus Shingler at MDC which confirms that the Condition only relates to the new approval as they cannot apply a retrospective condition to the original permission. However they would investigate any allegations of full time occupancy where evidence is received. The condition for the original 48 lodges has a condition that no individual letting shall exceed a period of 4 weeks duration.

814.5 (802.1) Responses to Planning Applications. Cllr. Newland to report at next meeting.

814.6 RCCE letter re: Affordable Housing – local needs. It was acknowledged that there is currently little affordable housing in the village but we are not required to do anything and this is not a step to be taken lightly. Letter to be included in circulation and discuss at next meeting.

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

815.1 e-on –Monthly DD

815.2 A&J Lighting Solutions – Monthly DD

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

(It was noted that the clerk was paid late for the 3<sup>rd</sup> successive month, Chairman Bunn called Douglas Tonks Ltd to raise concerns. To monitor and if there is a problem again, to consider changing to alternative).

815.4 Royal British Legion (Wreath) £30.00 It was agreed to pay £20 for the wreath plus a donation of £10.

**816. Other Financial Matters**

816.1 Summary of Accounts to date

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
08-Oct-12	Balance			7550.94
12-Nov-12	Transfer to Community Account		400.00	7150.94
<b>Community A/C</b>				
8 Oct 12	Balance			500.06
12-Nov-12	Transfer from Business Reserve	400.00		900.06
12-Nov-12	November Debits		385.84	514.22

**817. Report Of The District Councillor/County Councillor**

Cllr. Channer has submitted a report which has been circulated to councillors.

Cllr. Durham reported that the government have recently threatened to remove the right to decide planning applications from poorly performing councils. Maldon has a poor record for losing appeals. He advised that the council restrict objections to purely planning reasons and that precedent is not a planning reason. Cllr. Durham spoke about the Police reorganisation which was on-going and asked that the clerk send copies of the minutes to the police. It was noted that since the NAP meetings have ceased that the police should be making regular visits to parish council meetings. The Local Development Plan (LDP) is progressing. MDC had recently been featured in a Channel 4 programme and were shown to be leading the way in taking action against empty homes.

**818. Highways**

818.1 Ref: 1847972: Restricting HGV traffic – No further information

818.2 Ref:78353 Woodham Walter sign near Bassetts broken; Clerk to re-report.

818.3 Ref:78355 30mph entrance gates on Herbage Park Road obscured by vegetation & Hedge on Herbage Park Road is overgrown; It is understood that this will be cut back in the coming weeks by the golf club.

818.4 Ref: 88880 Water which flows into the road along Curling Tye Lane. Update: Await report. Colin Warner has been in touch regarding this.

818.5 Ref: 88883 Broken railings Old London Road. Update: The repair has now been completed.

818.6 Curling Tye Green: Response received from Mr Pearce. No further response required.

818.7 Little Baddow Road - Grass verge between Stivvy's Road and village gateways.

Noted that this has now been cut following report.

818.8 Zig Zag Parking – response from Highways – process can take 12-18 months. Clerk to forward information to Cllr. Durham.

818.9 Salting – Cllr. Durham reported that the publican at the Bell has agreed to store some salt for use in the area which Cllr. Durham has agreed to apply. Clerk to check if the delivery has already been made.

### **819. Local Issues**

#### **819.1 Bell Meadow/Playground.**

- There were no reported incidents and the book was duly signed.
- Noted that the community playground at the school was closed and a sign duly erected during the tree works on 30<sup>th</sup> October.
- Bell Meadow hedge – Awaiting quotes from DW Maintenance and Andrew Macmorland.
- Trees at bottom of meadow - Colin Warner to attend soon.
- Cllr. Durham reported that the Bell Meadow Village Association have launched a legacy project where a donation from surplus funds from the event will be made to village good causes. This year they have made a donation of £1000 each to WW Village Hall and Friends of St Michael's Church. Councillors were pleased to hear about the project and congratulated BMVA on their success.

819.2 **Footpath Officer Report** 1). Clerk has written to the water company to request that the public footpath vegetation is kept in check in order that FP12 remains accessible. No response received. 2) Cllr's Warren, Orford & Newland attended the annual visit to Woodham Walter Common with Essex Wildlife Trust representatives 3) Letter from Essex Legal Services (ECC) regarding Footpath 33, running from the road to the weir at Hoe Mill, Woodham Walter. Clerk has responded with evidence received. Cllr. Warren has also been gathering information and will respond accordingly. 4) There have been complaints that the field paths near Whitehouse Farm have been ploughed over. Cllr. Warren has reported this to ECC and the farmer.

819.3 **One Place On Wheels** - Woodham Walter. Next visit including mobile police vehicle – Thursday 13<sup>th</sup> December from 3.15-4.15pm. Village Hall.

819.4 **School Report** The school newsletter has been forwarded to councillors. The Chairman of the governors will be contacting Cllr. Joanna Symons regarding the position for Community Governor.

819.5 **Allotments Report** Cllr. Orford reported that there are currently 2 plots available which will be advertised in the Parish Magazine.

819.6 **Village History Project** Paul Clark has come up with some ideas which have been forwarded to Cllr's for comments. To be responded to by email.

819.7 **Community Speed Watch** Clerk trying to arrange more sessions, but more volunteers are needed. Noted that the Police have recently been enforcing in the village on at least two occasions.

819.8 **Litter** Clerk to report bags on Tom Tit Lane and Little Baddow Road.

819.9 **Bus Services** – bus timetables have now been corrected.

819.10 **Street Lights** – it was noted that the street lights have been reset following reports that the lights had been staying on all night.

### **820. Correspondence**

820.1 MDC – Police & Crime Commissioner Election – 15 November. Clerk has placed official notices on the noticeboard. There are 6 candidates in the Essex Police Area.

820.2 Alzheimer's Society – letter of thanks for donation.

820.3 Ash Chalara Disease – various pieces of information have been received including information on diagnosing and on how to report suspected cases.

820.4 Community Payback – Essex Probation Service meeting. Noted

820.5 St Peter's Hospital Action Group. Noted

820.6 St Michael's Carol Service – Cllr. Orford volunteered to represent the Parish Council.

820.7 Heritage Plaques – it was not thought that there were any blue plaques in Woodham Walter. No Action.

### **821. Points of Information**

821.1 Cllr Orford had received a complaint about mud on the road along Stivvy's Road. This had been during poor weather and high levels farm traffic. Councillors felt that as this is a rural setting with a working farm near by and mud on the road is inevitable. Cllr. Orford reported that the same resident had requested the village entrance gates be moved to the junction of Stivvy's Road. Councillors noted that this cannot be done as it is not within the 30mph area and there are stringent rules which would prohibit this being allowed.

Cllr. Orford enquired about Village Green status and whether Bell Meadow should be registered. Cllr's thought that as the Parish Council owns Bell Meadow that this is not necessary. Cllr. Orford to investigate further.

**822. Date of Next Parish Council Meeting:** Monday 10<sup>th</sup> December 2012.

Signed

Dated

**Meeting ended at 9.35pm**