

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 10th December 2012

Present:

Cllr. James Bunn
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)
PC Keene and PC Hillier (Essex Police)

Public: 1

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

824. Apologies For Absence Apologies were received and accepted from Cllr. Warren and Cllr. Channer.

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

825.1 Media Policy – The policy was duly adopted.

826. 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). To consider any applications for dispensations from councillors. There were no interests or dispensations to consider. The book was duly signed.

827. 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.

PC Lea Keene gave a report on crime in the village from July to December. There have been 4 crimes reported (2 thefts at Warren Golf Club, 1 theft of Sat Nav from Rectory Road, 1 drug offence in London Road.), No offences have been recorded for the months of November or December to date. One incident was reported during the period of hare coursing on field adjacent to Little Baddow Road but no evidence was found. PC Keene indicated that if hare coursing is seen to report as soon as possible and take a note of vehicle description/reg number etc. There have been a number of incidents of oil thefts in the district and residents should be aware of this and report any suspicious vehicles or activity.

Clerk to notify of future parish council meeting dates in order that PC Keene can diarise and plan to attend again in the future – if there is interest she will attend ½ hour before the meeting to talk to members of the public. Dates will be advertised on Parish Council noticeboard/ agenda and on police website.

Community Speed Watch initiative – clerk asked for more police support. PC Keene to notify clerk of training dates for any more volunteers to attend. She will also arrange for a data strip to be located at Church Hill to monitor speeds. Cllr. Bunn thanked the police officers for attending. They then left the meeting room at 8.15pm There was one member of the public present, Mrs Louise Flavell who was in attendance regarding agenda item 9.1, the planning application at Orchard Bungalow, West Bowers Road. Mrs Flavell outlined the reasons for the proposal; that the property has been bought for her family and they need more space for the extended family to live together; She does not think that the proposal will have any impact on others. Councillors thanked Mrs Flavell and commented that understanding the circumstances will aid them with their deliberations.

828. To approve the Minutes Of Parish Council Meeting Held On 12th November 2012 The minutes were approved as a true record of the meeting and were duly signed.

829. Matters Arising from Minutes of 12th November 2012

829.1 Village Footpath Map (443.1) Cllr. Bunn has been to see John Kay and discussed improvements. Having seen the Little Baddow map he noted that it would not be possible to compete with that standard but would be able to provide a competent map. Clerk to forward details to Cllr's Bunn, Warren & Durham regarding OS and Maldon District Council advice which may be available. There was concern that the final map will need to be of a quality similar to the Little Baddow map.

830. Community Led Plans It was noted that 5 parishioners have now expressed an interest in being part of the team to produce a Village Design Statement. Councillors concluded that this was a good start and should be carried over to the next meeting with the intention of generating a couple more volunteers.

It was noted that there is likely to be a cost implication in producing a VDS and that this will need consideration.

831. Planning – APPLICATIONS

HOUSE/MAL/12/00999 Orchard Bungalow, West Bowers Road

Single storey rear extension.

Councillors discussed the proposal and there were no objections. Clerk to write accordingly.

Mrs Flavell then left the meeting room at 8.35pm

832. Planning - DECISIONS

832.1 FUL/MAL/12/00668 Falconers Lodge, Oak Farm Road **APPROVE (NW)**

Proposed five bedroom house with detached garage, swimming pool and changing lodge.

832.2 OUT/MAL/12/00820 Bassetts Lane **REFUSED (NW)**

Land between Beightons and Barrow Cottage. 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.

Councillors noted the outcome from the NW Area Committee meeting was to refuse the application despite officer recommendation to approve. The reasons for refusal have not so far been published as they were to be finalised between the officer and councillors after the meeting.

833. Other Planning Matters

833.1 TPO 08/12 Woodham Walter Hall/Falconers Lodge. Update: There has been no instruction and if the order is not confirmed it will expire on 13th February 2013. Councillors ask clerk to write again and ask what the officer is minded to do as they are concerned to wait under February on the off chance that it will expire. If necessary advice should be sought from English Heritage.

833.2 (802.1) Responses to Planning Applications. It was decided that the criteria will depend on results of a Village Design Statement so decision to be deferred.

833.3 RCCE letter re: Affordable Housing – local needs. It was noted that the letter is still being circulated around councillors. To discuss at the next meeting.

833.4 Agricultural Restrictions. Councillors discussed concerns regarding the domestic use of agricultural land in the parish and ask clerk to write to MDC requesting in generic terms what is/isn't permitted. The information will be useful for the VDS. For example, rules on: structures; fences; lighting; planting; care & upkeep. It is noted for example that a set of goal posts are kept on agricultural land at one location in the parish which gives the appearance of a domestic use of the land.

833.5 Essex Minerals Local Plan. It was noted that Essex County Council are due to consider the recommendations of the Essex Minerals Local Plan at the Full Council Meeting on 11th December prior to consultation from January to March 2013, prior to submission to the Secretary of State for examination during the Summer of 2013. The Whitehouse Farm site in Woodham Walter and the Tyndales Farm site in Woodham Mortimer/Danbury are not detailed as being selected sites. Councillors were pleased with the likely outcome which was broadly in-line with expectations; the report recognises the majority of minerals are transported by lorries and the sites which have been selected have been chosen wherever possible near to the county's main growth areas which aims to minimise the impacts on local communities. Councillors noted that many parishioners will be reassured with the outcome of the report.

It was noted that there is to be a briefing session for councillors in advance of the public consultation to which Cllr. Durham will attend. Clerk to forward details of the meeting to councillors.

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

834.1 e-on –Monthly DD

834.2 A&J Lighting Solutions – Monthly DD

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

834.4 SLCC (Society of Local Council Clerks) Annual Membership £86

834.5 A&J Lighting Solutions – Call Out Charge to reset photocell timings £62.40 (DD)

834.6 ECC (Woodham Walter Primary School) re: 20% of Annual Maintenance Inspection £47.

It was noted that a number of maintenance issues were raised at the inspection. Costs to be advised in due course. Clerk noted that the Parish Council has an agreement to pay 20% of costs up to £400 per annum.

This has not been necessary over recent years because the playground was new but a few years on and maintenance issues will mean that we have more costs coming. Clerk to send inspection notice to insurance company.

834.7 Mrs J Bannerman (Postage Expenses) £15.60

834.8 D.W. Maintenance £90 (Final cut of grass and brambles at Rectory Road)

835. Other Financial Matters

835.1 Summary of Accounts to date

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
12-Nov-12	Balance			7150.94
10-Dec-12	Interest Received	0.97		7151.91
10-Dec-12	Transfer to Community Account		700.00	6451.91
Community A/C				
12-Nov-12	Balance			514.22
10-Dec-12	Transfer from Business Reserve	700.00		1214.22
10-Dec-12	December Debits		775.89	438.33

835.2 **Budget/Precept** Clerk issued draft copies of the budget and discussion followed.

The general conclusions were: that a Vehicle Activated Sign would be too expensive unless external funding/grant/sponsorship could be achieved; that the donations to village organisations will be frozen at same level as last year and the grant to Silver Threads is to be considered further; that sponsorship will need to be sought to produce the village footpath map. It was noted that the precept requirement needs to be approved at the next meeting. To date Tax Base figure has not been received from MDC. MDC Finance and Corporate Services Committee met and in principal approved that all of the grant would be passed on to the parishes to maintain their funding and the Council themselves would put in an additional £6K to top this up and retain the status quo. It is understood that this arrangement is for the next financial year only. Clerk to forward copies of the draft budget to all councillors for consideration prior to the next meeting.

835.3 **Bell Meadow Hedge** – quote received from D.W. Maintenance. Awaiting second quote. Agreed to carry over for decision at January meeting with a view to the work being carried out before the end of February. It was agreed that the expenditure is justified as it will increase visibility to/from the Meadow.

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

Cllr Durham and Cllr. Bass reported that Maldon District council are currently looking at the budget; There has been discussion about developing a Small Business Support Centre in the district; There is going to be an update to the Code of Conduct to reflect new information and this will be filtered down to Parishes in due course. Cllr. Channer had provided a report confirming that Whitehouse Farm is not detailed as being one of the sites in the Minerals Local Plan.

Cllr. Bass then left the meeting room at 9.40pm

837. **Highways**

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

837.2 Ref:78353 Woodham Walter sign near Bassetts broken; Clerk has re-reported.

837.3 Ref:78355 30mph entrance gates on Herbage Park Road obscured by vegetation & Hedge on Herbage Park Road is overgrown; Noted that the hedge has now been cut back.

837.4 Ref: 88880 Water which flows into the road along Curling Tye Lane. Update: Colin Warner has spoken to Highways and hopes that works will take place to reinstate ditches.

837.5 Zig Zag Parking – Highways inform process can take 12-18 months. Update: It is understood that budget restraints will not allow this to proceed.

837.6 Salting – the salt delivery has been made to The Bell who have very kindly agreed to store stocks. Clerk has received information from ECC including risk assessments which will be read/assessed by Cllr. Durham. It was noted that volunteers had been provided with information when the salt was distributed last year and this was agreed to be sufficient.

837.7 Ref: 95625 Broken Manhole Cover at junction of Rectory Road opposite Blue Mill Lane on verge near signage. This was reported as urgent and dangerous on 13th November. Clerk had to chase this several times before anyone came to look. In the meantime Clerk asked Darren Durrant to put cone on to warn of danger which was done. Highways finally came out to inspect on 19th November but still no repair has taken place. The website update says that this has been inspected and assessed. Clerk to chase again.

837.8 Flooding at Ulting Lock – the road flooded again recently. Clerk has reported gauge issues.

838. **Local Issues**

838.1 **Bell Meadow/Playground.** It was reported that the wicker fence is broken. Cllr. Durham will stake it. It was agreed that some new blackthorn whips to match existing hedge need to be planted. Clerk to ask D.W. Maintenance for a quote. The agreed budget is £50. There were no other reported problems, the book to be signed at the next meeting.

838.2 **Footpath Officer Report** 1) It was noted that Colin Warner has decided to replace the field gate system across West Bowers Farm land in consultation with PROW Officer.

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

838.4 **School Report** The school newsletter has been forwarded to councillors. Cllr. Symons reported that she had attended her first governors meeting which was interesting and informative. It was noted that it will be useful that she will be able to keep the Parish Council and Governors in touch with relevant issues.

838.5 **Allotments Report** Cllr. Orford reported that there are still 2 vacant plots.

838.6 **Village History Project** Paul Clark has come up with some ideas which have been forwarded to Cllr's for comments. Cllr Bunn and Cllr Durham will speak to Mr Clark. Cllr. Symons to enquire about the services or any information that is available from the University of Essex Aural History Unit

838.7 **Community Speed Watch** Noted Police officers earlier comments.

838.8 **Litter** Clerk to set a date for the February litter pick with Colin Warner.

838.9 **Street Lights** – it was noted that some or all of the street lights are still not performing as they should and the fault has been re-reported.

839. **Correspondence**

839.1 MDC – Leisure Centres Survey

839.2 Women's Club – thanks for Jubilee rose.

839.3 MDC Refuse dates over festival season – on noticeboard.

839.4 Ivor Brearley – letter from resident regarding fibre optic cable. Clerk to write to BT to enquire.

839.5 Mineral Local Plan Workshop – clerk to forward details to councillors.

839.6 Tree Management information – councillors agree that we should identify any trees which fall under the Parish Council's responsibility and in the first instance carry out an annual visual check; plus a check after storms. If any problems are found then further expert advice will be sought. To include on next agenda.

840. Points of Information

840.1 Cllr. Symons reported that she has informed the Friends of St Michael's about some possible funding from Essex Heritage Trust and an application towards the costs of unblocking the south door and for the tea point is to be sought.

840.3 The Chairman finished the meeting by wishing everyone a Merry Christmas & Happy New Year!

841. Date of Next Parish Council Meeting: Monday 14th January 2013.

Signed

Dated

Meeting ended at 10.25pm