

## 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> April 2013**

### **Present:**

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

Others: Jacky Bannerman (Parish Clerk)  
PC Lea Keene (in attendance until 8.10pm)

Public: 1

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

**902. Apologies For Absence** Apologies were received and accepted from Cllr. David Potter.

**903. Reviews & Adoptions** Reviews and adoptions continue to be addressed.

**904. 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). There were no interests declared or dispensations to consider and the register was duly signed.

**905. 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 Keene provided a crime report from 11<sup>th</sup> March – 8<sup>th</sup> April. The school has been broken into twice during this period and lap tops stolen. She asked for residents to be vigilant and report any information to the police. There were also details of a Community Speed Watch training date on 19<sup>th</sup> April. PC Keene then left the meeting room at 8.05pm

Mr Geoff Hicks was in attendance regarding agenda item 11.3; the request from St Michael's PCC to connect up to the main sewer which is just inside Bell Meadow. The Chairman invited Mr Hicks to comment during the agenda item.

**906. To approve the Minutes Of Parish Council Meeting Held On 11<sup>th</sup> March 2013** The minutes were approved as a true record of the meeting and duly signed.

**907. Matters Arising from Minutes of 11<sup>th</sup> March 2013** There were no matters arising.

**908. Community Led Plans** Cllr. Newland reported on a successful first meeting of the Village Design Statement Working Group which was held on Monday 25<sup>th</sup> March. Mr David Beattie has been appointed to the role of Chairman of the group. Members of the group are due to attend an information morning at the RCCE. Councillors agreed that close links with the group would be essential.

### **909. Planning – APPLICATIONS**

909.1 HOUSE/MAL/13/00228 Northhall Cottage, Cut-A-Thwart Lane  
Proposed Tennis Court.

It was noted that the field is in the Maldon Town Council area. Cllr Durham to enquire to which committee the application would be referred. Councillors strongly object to the application on the grounds that it is agricultural land and they are opposed to a change of use of such land in the parish. The open nature of the countryside should be maintained. Members noted that the property has a large residential garden/curtilage. The proposed development would result in an inappropriate and harmful impact on the character and appearance in the context of its rural setting. Clerk to write accordingly.

909.2 FUL/MAL/13/00083 Whitegates Cottage, Herbage Park Road

It was noted that the alterations to the plans were as a result of the Officer visit and a request to keep the existing entrance in order to protect trees. Members noted the amended plans and had no further comments to make. It was noted that the application will be decided at the NW Area Planning meeting on 13<sup>th</sup> May but because this is the date of the Woodham Walter meeting and AGM no councillors (other than Cllr. Durham in his capacity as District Councillor) would be able to attend.

### **910. Planning – DECISIONS**

910.1 HOUSE/MAL/13/00015 Somerset, West Bowers Road **APPROVE (DEL)**  
Single storey extension to outbuilding.

It was noted that investigations by Maldon District council found there to be no breach of planning controls as there is no self-contained unit on site.

910.2 LDP/MAL/13/00016 Somerset, West Bowers Road **REFUSED (DEL)**  
Proposed Tennis Court.

The proposed development would not fall within tolerances of Sch 2 Part 1 Class E and Sch 2 Part 2 Class A of the T&C Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 and would therefore require planning permission.

The officer's report reads: *An initial search of the planning history was undertaken and it appears that as part of application 03/00836/FUL, the area of land designated for the tennis court is not part of the original curtilage of the dwelling house. As a result of this, development on this land is not permitted and does not benefit from permitted development under Part 1, Class E.*

910.3 FUL/MAL/13/00101 Land adj. 7 Church Corner **APPROVE (NW)**  
Demolition of detached workshop, construction of single storey dwelling and widening of existing vehicular access.

**911. Other Planning Matters**

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

Change of use of land to form new residential driveway and gates. Awaiting decision.

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

Lateral extension at the Royal Oak Quarry. **APPROVED**

911.3 **St Michael's** Request received from PCC that the new toilet facilities at the Church connect up to the main sewer which is just inside Bell Meadow. Cllr. Bunn opened the meeting up to Mr Geoff Hicks who was in attendance representing St Michael's. He outlined the plans and asked for permission from the Parish Council to gain access to the main sewer inside Bell Meadow. The road will be dug up and the work will take approx. 4 days to complete. He indicated that works will include lifting turf which would be replaced. The works would be cordoned off during the works and the earth would be compacted down in order to avoid subsidence issues in the future. The contractor will have method statements which will be forwarded to the Parish Council. Cllr. Bunn will check these and liaise with Mr Hicks. Councillors agreed in principal to the request and ask clerk to check with the Essex Legal Services for advice on a formal document to grant permission.

Mr Hicks then left the meeting room at 8.40pm

911.4 For information Chelmsford City Council : re: Chelmsford Local Development Framework. Publication of planning documents for consultation 21 March to 2 May 2013 Cllr. Bunn to view documents.

911.5 MDC - Planning Workshops – Cllr. Newland to attend.

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

912.1 e-on –Monthly DD

912.2 A&J Lighting Solutions – Monthly DD

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

912.4 Essex Association of Local Councils/NALC Affiliation Fee £160.87

**913. Other Financial Matters**

913.1 It was noted that Clerk has received the notice of annual audit for the year ending 31 March 2013. Clerk to prepare the end of year accounts ready for inspection by the internal auditor and The Chairman . Clerk will put official notice on village noticeboard according to the schedule in order that local electors and interested persons can exercise their rights to inspect the accounts by appointment. In order to meet with deadlines the accounts will need to be approved by the Parish Council at the meeting on 13<sup>th</sup> May.

Balance of accounts at close of business on 31<sup>st</sup> March 2013:

Business Reserve: £3952.66

Community Account: £541.85.

913.2 Summary of Accounts to date for the new financial year (1 Apr 13 to 31 Mar 14)

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
01-Apr-13	Balance	3952.66		3952.66
08-Apr-13	Transfer to Community Account		520.00	3432.66
<b>Community Account</b>				
01-Apr-13	Balance	541.85		541.85
08-Apr-13	Transferred from Business Reserve Account	520.00		1061.85
08-Apr-13	April Debits		516.72	545.13

913.3 Danbury Medical Centre – Councillors considered a request for funds for a bladder scanner machine. It was decided that this request was not supported and there was no budget available.

**914. Other Council Matters**

914.1 Annual Parish Meeting –Tuesday 30<sup>th</sup> April at 8pm in Woodham Walter Village Hall. Clerk to finalise the annual report and when printed this will be distributed by councillors – clerk to arrange.

**915. Report Of The District Councillor & County Councillor**

Cllr. Durham reported that the Local Development Plan continues to be worked on. Maldon District Council are investing in the Stow Maries Aerodrome along with Essex County Council which should give access to Heritage Lottery Funding.

## 916. Highways

916.1 Ref: 2214310: Water on highway – The Street – adjacent to Ferndale. The BT inspection chamber is filled with water. Update: 14Feb: awaiting inspection by highways. BT have reported that it is either a problem with highways or the water company.

916.2 Ref: **2207327**: Little Baddow Road – blocked drains re-reported as the area adjacent to Ranworth is very dangerous during icy conditions. Update April: Clerk re-reported issues during icy weather – awaiting update – Priti Patel MP continues to be updated and has supplied information that the issues have now met the criteria for repair and will be carried out in order of appropriate priority. The drainage team will continue to routinely inspect the area.

916.3 Ref: 88880 Curling Tye Lane – Update March: investigating ownership of ditch.

916.4 County Council completes review on speed policy and as a result the Local Highways Panels will be able to recommend speed reduction schemes for implementation.

916.5 Little Baddow Road adjacent to Chamberlain Cottage. Councillors ask clerk to report the continued problems with drainage in this location.

## 917. Local Issues

917.1 **Bell Meadow/Playground**. The book was duly signed, there were no reported incidence.

917.2 **Footpath Report** It was noted that BTS have been doing works to clear trees from around electricity cables working on behalf of UK Power Networks. Councillors were concerned to note that the works had partially blocked the stream (declared Main River by Environment Agency) adjacent to FP36. It is understood that despite an inspection there was still no resolution to the problem. Councillors felt that poor work to trees had been noticed in other areas including the top of Old London Road. As more work by this company is expected councillors considered it might be an idea for clerk to write to UK Power Networks and seek re-assurance that the quality of future works will be of a suitably high standard.

917.3 **One Place On Wheels** - Woodham Walter. Next visit including mobile police vehicle – Thursday 11<sup>th</sup> April from 3.15-4.15pm. Village Hall. This is now a bi-monthly visit, next one is on 13<sup>th</sup> June.

917.4 **School Report** Cllr. Symons reported that she had recently attended an induction course for new school governors which had been very interesting and useful.

917.5 **Allotments Report** Cllr. Orford reported that the Allotments Association AGM had agreed a reduction in fees to £35 as the loan from the Parish Council has now been fully paid off. She had attended a meeting to discuss possible funding to replace the fence. They may need to consider expanding the area in order to qualify for grant funding. Discussions/consultation will take place with the land owners and the Parish Council if the expansion is desired. The two vacant plots have now been filled and there is currently no-one on the waiting list. There will be a working party in October to reduce the height of the hedge.

917.6 **Village History Project** It is understood that Paul Clark is progressing with the project.

917.7 **Community Speed Watch** Clerk to advertise for more volunteers to attend training session.

917.8 **Litter** No reports.

917.9 **Tree Management** Cllr. Warren has reviewed the historic documents and will work on a definitive register of trees that the Parish Council is responsible for, he will now visit the trees to make initial assessment. Cllr. Newland to work on Tree Policy document.

917.10 **Superfast Essex Broadband Project** – More detailed schedule of works will be available in Autumn 2013. Clerk has a sheet of FAQ which may answer some queries. There is a meeting at Maldon on 29<sup>th</sup> April, to start at 7.30pm to which we are welcome to attend, as are interested residents and businesses.

917.11 **Village Shop** It was noted that The Post Office had contacted the Parish Council and offered support for the continuation of the service in the village and would be happy to provide help and information.

917.12 **Mobile Library** confirmation that the proposed new timetable will not affect the stop at Wood Corner.

## 918. Correspondence

918.1 Essex County Council Elections - Clerk has received official notification of election and information has been duly put on the village noticeboard. There are 5 persons nominated in the Maldon division. The elections are on Thursday 2<sup>nd</sup> May.

## 919. Points of Information

**920. Date of Next Parish Council Meeting:** Monday 13<sup>th</sup> May 2013 Ordinary Parish Council Meeting at 8pm in Women's Club. This meeting includes the AGM. Apologies were noted from Cllr. Durham who will be attending the North West Planning Meeting on that night.

The Annual Parish Meeting will be held as a separate meeting in Woodham Walter Village Hall at 8pm on Tuesday 30<sup>th</sup> April 2013

Signed

Meeting ended at 9.35pm

Dated