

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 February 2014

Present:

Cllr. Mark Durham
Cllr. Angus Neale
Cllr. Andrew Newland
Cllr. Joanna Symons

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

Public: 2

1116. Welcome Cllr. Mark Durham welcomed those present to the meeting. In the absence of the Chairman and Vice-Chairman, Cllr. Andrew Newland proposed that Cllr. Mark Durham chair the meeting, this was seconded by Cllr. Angus Neale and duly agreed.

1117. Apologies For Absence Apologies were received and accepted from Cllr. James Bunn, Cllr. Peter Warren and County Cllr. Penny Channer.

1118. 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).

There were no interests declared and the register was duly signed.

1119. 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 2 members of the public present, Mr David Wallis from Smart Planning and Mr Andrew Pipe from Andrew Pipe Associates regarding a proposed planning application at Waggers, Hop Garden Lane. Information was distributed to councillors and it was explained that they were seeking pre-application initial opinion on a proposal to change the granted application from a Tudor style house to a Georgian Mansion. This is ahead of them speaking to MDC officers with a view to submitting plans in the next 2-3 weeks. The footprint of the application would be increased from 4800sq ft to 6000sq ft. Councillors noted that they reserved the right to keep an open mind in order that they could make their final opinion on an application once it has formally been received and were reluctant to comment. It was noted that the point of entry with the highway remains the same but the building has been moved further to the north on the site.

Cllr. Durham thanked Mr Wallis and Mr Pipe for attending and they then left the meeting room at 8.10pm

1120. To approve the Minutes Of Parish Council Meeting Held On Monday 13th January 2014

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

1121. Matters Arising from Minutes of 13th January 2014 There were no matters arising.

1122. Reviews & Adoptions

1122.1 Employee Annual Review. Cllr. Bunn to finalise written report.

1122.2 Tree management. Cllr. Newland to finalise in order that the plan can be adopted.

1123. Woodham Walter Village Design Statement Working Party Some further work is required reviewing the questionnaire. It is aimed that this can be finalised by Cllr. Newland and Cllr. Bunn in order that the questionnaire can be approved at the March meeting.

1124. Planning – APPLICATIONS

1124.1 LDP/MAL/14/00016 16 Mead Pastures

Claim for Lawful Development Certificate. Proposed single storey rear extension.

There were no comments.

1124.2 LBC/MAL/14/00075 West Bowers Hall, West Bowers Road

To demolish the surviving part of the small bakehouse.

Councillors had no objections to this application.

1125. Planning – DECISIONS

1125.1 HOUSE/MAL/13/01008 Holly Lodge, Hop Garden Lane APPROVE (DEL)

Two storey extension and internal alterations.

1125.2 FUL/MAL/13/01091 White Gates Cottage, Herbage Park Rd APPROVE (DEL)

Demolition of existing house and garage, erection of replacement dwelling with part basement and detached garage with access from existing entrance from highway.

1126. Other Planning Matters

1126.1 St Michael's Drainage Easement – Cllr. Bunn continues to look into this.

1126.2 It was noted that Mr Colin Warner had been in touch to inform councillors that pre-application advice from Maldon District Council had taken 3 months.

1127. Payments The following payments were authorised and cheques duly signed.

- 1127.1 e-on –Monthly DD
- 1127.2 A&J Lighting Solutions – Monthly DD
- 1127.3 Douglas Tonks Ltd - Monthly DD: re: Clerks Salary/Allowance/ HMRC/Payroll services.
- 1127.4 ECC re: Woodham Walter Primary School – Community Playground maintenance £50
- 1127.5 Woodham Walter Women’s Club £105 (Hire of Hall 2013)

1128. Other Financial Matters

1128.1 Summary of Accounts to date

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
13-Jan-14	Balance			5592.70
10-Feb-14	Transfer to Community Account		700.00	4892.70
Community Account				
13-Jan-14	Balance			609.11
27-Jan-14	UK Power Networks (Wayleave payment)	9.08		618.19
05-Feb-14	Party Hent Hire (Full - Saffill)	150.00		768.19
10-Feb-14	Transferred from Business Reserve Account	700.00		1468.19
10-Feb-14	February Debits		710.63	757.56

1128.2 Payroll Services. There have been further issues with the service received from Douglas Tonks Ltd. Clerk to research possible change of payroll service provider after the end of the financial year.

1128.3 SLCC Training Course. Councillors agreed that the clerk should attend the course. Clerk to arrange.

1129. Report Of The District Councillor

Cllr. Durham reported that the LDP is progressing with the public consultation due to end on 12th March and it is planned that it will be submitted to the Secretary of State at the end of the month. The Leisure Services contract expires in October and the tendering process is currently active. It was noted that there has been a windfall of £1m for highways. The next parish councillors briefing meeting takes place on Wednesday 26th February at 7pm in Goldhanger.

1130. Other Council Matters

1130.1 Councillor Vacancy – following the resignation of Gill Orford there is a vacancy for a parish councillor. The vacancy has been advertised and clerk awaits confirmation from the electoral officer at MDC on how the vacancy should be filled. It is expected that this will be by way of co-opting and clerk will place an advert in the March Parish Magazine to advertise the position with a view to appointing a councillor at the April meeting.

1130.2 Annual Report 2013/14 Clerk has sent out the letters and awaits reports.

1131. Consultations/Questionnaires

1131.1 Maldon District Pre-Submission LDP Consultation (Deadline 12th March) The documents are being circulated to councillors.

1131.2 Community Infrastructure Levy Preliminary Draft Charging schedule Consultation. (Deadline 7th March) The documents are being circulated to councillors.

1131.3 ECC Minerals and Waste Planning launch new website. All consultations about minerals, waste and county council applications will now be carried out electronically.

1132. Highways

1132.1 2286979 The Street – re-reported drainage problem adj to Lynton House. Update on website dated 29th January reads: *The HIGHWAY DRAINAGE PROBLEMS at THE STREET, WOODHAM WALTER has been assessed and the hazard has either been resolved or does not meet our investigatory levels.* Clerk understands that BT has also been in attendance. Clerk to chase again as the problem still exists.

1132.2 2286373 Give Way Sign – missing sign at Oak Farm Road/Old London Road junction reported. This has now been replaced.

1132.3 2207327 Little Baddow Road – drainage problems. Re-reported on several occasions and await update. Clerk to chase again as the latest information on website reads: *Enquiry answered.*

1132.4 Broken finger posts at The Warren entrance(ref:2235941)/Blue Mill Lane/Rectory Road junction (2275631). *These have been inspected and assessed.*

1132.5 2298696 Curling Tye Lane – it was noted that there has been an improvement but there is still a significant problem, clerk has reported drainage problems again.

1132.6 2296476 West Bowers Road potholes reported.

1132.7 2298685 Herbage Park Road pothole reported.

1132.8 Little London Lane adjacent to Ravens. Now that the bridleway has been officially adopted by Essex County Council it is thought that it should be maintained by them. Clerk to report.

1133. Local Issues

1133.1 **Bell Meadow/Playground.** It was reported that at the community playground a log is loose on a chain – clerk to inform the school. It was noted that the oak tree which came down in the storm last year has yet to be removed due to the very wet conditions but that it would be done in due course. There were no other issues to report and the book was duly signed

1133.2 Footpaths Report 1) The rickety stile on FP12 by the Pumping Station has been reported to ECC. Shirley Anglin (our Rights of Way Inspector) has asked E & S Water to remove it as it has been illegally erected and serves no purpose. 2) A local resident has reported that the Hunt (accompanied by a quadbike) have really churned up FP16 (N of Willow Cottages, E of The Wilderness) making the path unsafe and virtually unwalkable. 3) A tree virtually blocking FP19 through The Wilderness has been cut back. 4) Regarding the meeting at Woodham Walter Common with Essex Wildlife Trust, the date proposed is 14th March.

1133.3 One Place On Wheels - Woodham Walter. Next visit including mobile police vehicle – Thursday 6th February from 3.15-4.15pm. Village Hall. Next visit expected in April, date to be confirmed.

1133.4 School Report Cllr. Symons reported that she has attended a Standards Committee meeting and is due to work on the Equal Opportunities policy.

1133.5 Allotments Report Clerk to check the agreement regarding the role of Parish Council representative on the allotments committee. To be discussed at March meeting.

1133.6 Community Speed Watch No reports.

1133.7 Litter Village pick date set on Saturday 15th February. Clerk has sent letters to adopt-a-road volunteers. Meet at 10am at the school.

1133.8 Police Report PC Keene had offered her apologies and reported that no crimes or incidents of note have been reported in the village since 13th January. Please be aware though that there has been incidents of “burglary other” in the district generally, this is targeting sheds, garage and outbuildings etc. Please report any suspicious activity to the Police.

1134. Correspondence

1134.1 Priti Patel MP is due to hold a Meet Your MP event at Woodham Walter Village Hall on April 25th at 7.30pm. She will give a speech about local issues and there will be a Q&A session. This event is free of charge.

1135. Points of Information

1135.1 Cllr. Neale informed councillors that a new resident is due to move into the vacant Alms House.

1136. Date of Next Parish Council Meeting: Monday 10th March 2014 Ordinary Parish Council Meeting at 8pm in Women’s Club.

Signed

Meeting ended at 9.15pm

Dated