

MINUTES

Minutes of Ordinary Meeting of Woodham Walter Parish Council.
Held at 8pm in Woodham Walter Women's Club, Top Road, Woodham Walter.

Monday 10th February 2020

Present:

Cllr. John Tompkins (Chairman)
Cllr. John Brown
Cllr. James Bunn
Cllr. Jenny Hughes
Cllr. James Rushton
Cllr. Joanna Symons
Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)
Public: None

2428. Welcome Cllr. John Tompkins welcomed those present to the meeting.

2429. Apologies For Absence Received and accepted from District Councillor Karl Jarvis and County Councillor Penny Channer.

2430. 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. John Brown declared a non-pecuniary interest in planning application at White Barn as he is friends with the applicant.

2431. Public Forum There were no members of the public present.

2432. To approve Minutes of Ordinary Parish Council Meeting held on Monday 13th January 2020. The minutes were approved as a true record of the meeting and duly signed.

2433. Matters Arising from the minutes.

2433.1 Min Ref: 2413.2 Woodham Walter Village Hall – request for emergency grant.

Following on from the last meeting it was noted that financial information (2018/19 accounts) had been submitted to the Parish Council.

Cllr Warren reported on Village Hall meeting he had attended including a representative from the RCCE who had explained the different options for governance and that after consideration the committee are due to meet to decide on the preferred option. The meeting had been well attended and they had come up with some good fundraising ideas. They have already benefited from some donations. Funds have always ranged between £2.5-4k but they had neglected to consider larger maintenance issues.

Cllr. Tompkins was concerned to note that an announcement in the Parish magazine had been made that the Village Hall had received some donations but these had not been declared to the Parish Council and that it is essential that the committee are open and transparent with the Parish Council. It is understood that the VH committee are due to meet soon to discuss the next steps. If the Parish Council are asked to become Holding Trustees it won't be necessary to register the hall as a Community asset. It has been discovered that there may be a historic link with the Parish Council and this requires some investigation although pre-dates any current council members or VH committee. Councillors agreed that the Parish Council are keen to support the Village Hall as an essential and important village asset. The governance should be sorted out first and the Parish Council emergency grant of £400 is available to the Village Hall as required on receipt of appropriate invoices. The asbestos survey should also be implemented as soon as possible (presumably the donations received will cover this).

It was noted that a website page had been created on the Parish Council website (the existing VH Essex Info.net site is due to be closed by ECC) with contact details for bookings and that the Village Hall are working to create a new website.

2434. Planning – APPLICATIONS

2434.1 HOUSE/MAL/20/00059 White Barn, Blue Mill Lane
2 bay cart lodge with store to side.

Councillors had no objections to an extension but have some concerns regarding the additional entrance and defer to Highways opinion in this matter.

2434.2 HOUSE/MAL/20/00017 Fenwood, Little Baddow Road

Single storey rear extension.

Councillors had no objections to an extension but commented that the design was disappointing and uninspiring. They also query the use of a flat roof when compared with the adjacent property having pitched roofs and the visual impact of the proposal on the exposed rear of the premises.

2435. Planning – DECISIONS

2435.1 19/01319/LDP White Barn, Blue Mill Lane WITHDRAWN

Claim for lawful development certificate for a construction of a 2 bay cart lodge with side storage and new access.

2436. Other Planning Matters

2436.1 Enforcement Updates – no updates had been received.

2437. Reports Of the District/County Councillor

It was noted that County Councillor Channer had submitted a written report with information regarding Essex County Council Budget 2020/2021; Essex Climate Change Commission; Essex Forest Initiative; Essex 2020; Rough Sleeping; Homelessness; Essex Housing; Essex Highways Member led footway scheme; Children and Families; £100K fine for Colchester business found guilty after Essex Trading Standards investigation; Storm Ciara; Army and Navy ;

It was noted that District Councillor Jarvis had submitted a written report with information regarding Accounts/Recruitment of a new Financial Officer (Section 151 officer). It is very disappointing to report that the recruitment team have had no success hiring for this post; Budget – these are under discussion for agreement by MDC this Thursday, 13th February; Performance Governance and Audit (PGA); Strategy and Resources (S&R) ; Joint Standards

2438. Payments

Cllr. Joanna Symons proposed and Cllr. James Rushton seconded that the payments listed in the payment schedule to be authorised. All Councillors agreed. Cllr. Tompkins and Cllr. Hughes duly signed the appropriate paperwork and cheques.

Ref:	Payee	Gross	VAT	Net
2438.1	E-on	31.73	1.51	30.22
2438.2	A&J Lighting Solutions	25.20	4.20	21.00
2438.3	Mrs J Bannerman	505.20	0.00	505.20
2438.4	Mrs J Bannerman (Expenses)	21.99	1.75	20.24
2438.5	Woodham Walter Women's Club (Hire of Hall)	170.00	0.00	170.00
2438.6	MDC (Community Protection Team)	467.14	77.86	389.28

2439. Other Financial Matters

2439.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
15-Jan-20	Transferred from Community A/C	1000.00		23669.69
10-Feb-20	Transferred to Community A/C		1100.00	22569.69
Community Account				
15-Jan-20	Transferred to Business Reserve		1000.00	624.53
10-Feb-20	Transferred from Business Reserve	1100.00		1724.53
10-Feb-20	February Debits		1221.26	503.27

2439.2 Cllr. John Brown confirmed that he had reviewed the Bank Statements and Accounts sheets for January and found them to be reconciled correctly.

2439.3 Bank Statements – it was noted that the request for a statement copy to be sent to the Chairman had not so far been achieved and that the bank had changed the statement address to that of the Chairman which was not considered correct. Clerk will request this is changed back to the Parish Council address and that copies of the statements will be downloaded and emailed to the Chairman which was agreed to be the best way of meeting the requirements of the Financial regulations.

2440. Other Council Matters

2440.1 Woodham Walter Common. Essex Wildlife Trust. Await further information re: agreement

2440.2 Bell Meadow Village Association. Cllr. Hughes reported that the AGM was held on Friday 7th February. A new committee has been appointed with Robert Lee as Chairman. The new committee are due to meet on Thursday 27th February at 7.30pm in the Women's Club in order to make plans for the 2020 event. The new committee are enthusiastic with new ideas for the event and ways of linking the community. Cllr. Hughes will continue to represent the Parish Council. The new committee have been made aware that the BMVA are a separate entity and not a Parish Council sub-committee. Bell Meadow is owned by the Parish Council who also hold the premises licence for activities and therefore the BMVA need to keep the Parish Council abreast of plans and adhere to the conditions of the licence. The Council wishes the new team every success with the event.

2440.3 Community Engagement Team. It was noted that the Community Protection Team have been renamed the Community Engagement Team. The January report had included several visits for Trucam but no offences recorded, it was agreed that the road closure has impacted on the number of vehicles in the village. There had been 1 Parking Ticket issued. Councillors agreed to request the CET continue to attend the village for 4 hours per month for the year 2020/2021. This to be reviewed when the road re-opens.

2440.4 Bell Meadow Playground. The team await the results of two major grant applications.

Donations have been received from Women's Club and Queen Victoria. The current total now stands at £4509. The committee are due to meet again on 2nd March.

2440.5 Clerks Progress Report – to be updated.

2440.6 Council/Village Logo/Sign – screen shots of survey shared in dropbox.

2440.7 Grass Cutting Tender – Cllr. Warren/Clerk had reviewed the 4 quotes received and provided comparison report. Cllr. Peter Warren proposed and Cllr. John Brown seconded that Skippers Ground Maintenance be awarded the contracts for the grass and hedge cutting and the grass cutting at Bell Meadow for the period 2020-2022. All Councillors were in agreement. It was noted that in making the decision it was with regret that DW Maintenance had not been successful, the Council has been pleased with their work over the last 6 years but Skippers Ground Maintenance had provided a more competitive quote and Councillors were pleased to award the contract to a local business.

2440.8 Annual Parish Meeting – clerk to send out invitations and requests for reports. Councillors to consider if they require any guest speakers to attend the event on Monday 20th April.

2441. Consultations/Questionnaires

2441.1 Draft Supplementary Planning Document – Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (Deadline 21st Feb) Noted.

2441.2 North Quay Regeneration Development Brief – Consultation. Noted. No direct impact on Woodham Walter.

2442. Highways & Infrastructure

2442.1 Closure of Hoe Mill Bridge. Latest update is that the scour protection works are complete and the contractor has demobilised the site. The bridge is in a weakened condition and will remain closed until a temporary width restriction can be installed. The temporary restriction will enforce the current weight limit and prevent vehicles from parking on the bridge and will be in place until long term improvements are made. Wide vehicles will be required to follow the diversion (this will be the same as the current diversion route) that will be in place. Work to install the width restriction will commence on **Monday 17 February 2020** and will take approximately three days to complete. Once the width restriction is installed, the road will reopen with the support of two-way traffic lights to help support traffic flow over the bridge.

Since the update, clerk has received representations from residents complaining that 6'6" is too narrow to allow the passage of many of the types of vehicles which villagers own. We have previously made comments to Highways via Cllr. Channer about this concern. Clerk has written again.

Clerk to report that the grass triangle at the Manor Road junction is in a very poor condition and request that remedial works are carried out to reinstate.

Clerk to ask when the long-term works are likely to take place/when if funding will be in place for this.

2442.2 Notification of closure of West Bowers Road from 10th February for 3 days. (BT overhead fibre cabling works)

2442.3 Notification of closure of Blue Mill Lane on 13th February for 1 day (UK Power Networks).

2442.3 Correspondence copied to WWPC from Local resident regarding HGV's use of Tom Tit Lane. This has been taken up by Cllr. Channer and Woodham Mortimer Parish Council. Noted.

2442.4 Spring Elms/Bassetts Triangle – note from resident with concerns about condition of triangle. Councillors also noted that the triangle at Blue Mill Lane/Hop Garden Lane is also in poor condition. Clerk to write to Highways with concerns.

2442.5 Clerk to report the large numbers of bollards/rocks which have appeared on Spring Elms Lane.

2443. Local Issues

2443.1 Bell Meadow

- i. It was noted that a couple of small trees in the SW corner will need to be removed in time.
- ii. There were no other issues/comments from inspections.

2443.2 Footpaths Report. Cllr. Warren reported.

- i. Most paths are very boggy. The low-lying section of BR2 half a mile west of Ravens Farm is impassable, heavily rutted with a lot of laying water. Walkers (and riders) are advised to avoid this route for a couple of months. In the Spring ECC have promised to infill the worst spots with road planings.
- ii. A large tree in The Wilderness at the southern end of FP16 is leaning dangerously across the path propped up by another. The landowner has been informed.
- iii. An excellent replacement bridge on FP4, south of Glendale, has been built thanks to volunteers from The Ramblers.

2443.3 School Report. Cllr. Symons had no information to report.

2443.4 Litter. The Village Litter pick - Saturday 8th February. A successful event with 17 volunteers covering the whole parish. Approx. 50 bags of rubbish collected. Thanks to all who attended and to Colin Warner for collecting and storing the rubbish.

2443.5 Broadband Update. Cllr. Brown had no information to report.

2443.6 Crime Awareness & Prevention

- i. Neighbourhood Watch – The local group are working on development of the scheme.

2443.7 Dog Waste Bin – Await (MDC have this in hand but delayed due to staff sickness)

2444. Matters Raised by Local Residents

2444.1 Local resident had updated that the drainage issue at Bassetts Lane remains an on-going problem although works have now begun to alleviate the problems.

2445. Correspondence

2445.1 Various items of correspondence have been emailed to Councillors or put in drop box.

2445.2 Any relevant information for the village has been posted to the Noticeboard pages on the website. Where space allows this is also posted on the noticeboard outside Tadpoles nursery.

2445.3 Letter from Priti Patel MP re: Rivenhall Incinerator was responded to with objections.

2446. Points of Information and Items for the next Agenda

2446.1 Councillors were concerned to learn that a dog had recently been found running among the sheep at the rear of Rectory Road and that this had ultimately resulted in the death of a ewe. Dog owners are reminded that they should keep their dogs under control at all times and they should not be allowed to worry sheep.

2446.2 VE Day – 8-10th May. To consider if any event should be arranged to mark this.

2446.3 Joy Darby from Essex Association of Local Councils – Clerk to send a retirement card.

2447. Date of Next Parish Council Meeting:

Date of next Ordinary Parish Council Monday 9th March 2020 at 8pm in Women's Club.

Signed

Meeting ended at 9.30pm

Dated