

WOODHAM WALTER PARISH COUNCIL

NOTICE OF DELEGATED DECISIONS

Dear Sir/Madam

I give notice that the Parish Clerk/Responsible Financial Officer of Woodham Walter Parish Council will take delegated decisions on the following agenda items on Tuesday 14th April 2020 at 8pm. All councillors are hereby summoned to respond in the shared dropbox document or by email.

Signed*Jacky Bauerman*.....

CLERK TO THE PARISH COUNCIL

To Councillors and Members of the Public

BUSINESS TO BE TRANSACTED

1. Welcome – Following decision made at Extra-ordinary meeting held on Friday 20th March 2020, under minute ref: 2272, the Parish Clerk/RFO will take delegated decisions on the following items. Councillors to complete the agree/disagree boxes in the dropbox or complete and return by email to clerk. There are also several updates (which do not require a decision) to note below.

2. Planning – APPLICATIONS

2.1 20/00002/HOUSE Holly Lodge, Hop Garden Lane
Demolition of double garage outbuilding and replacement with cart lodge.
Documents in dropbox and email send to all on 19/03/20. Only one response to date.
No objections but Comment to be made regarding materials which do not adhere to the recommendations in the VDS. Clerk will respond accordingly.

Councillor	Cllr. Tompkins	Cllr. Brown	Cllr. Bunn	Cllr. Hughes	Cllr. Rushton	Cllr. Symons	Cllr. Warren
Agree/Disagree							

2.2 20/00307/LDP Penrith, Little Baddow Road
Claim for Lawful Development Certificate for a proposed pitched roof dormer and rooflight.
Documents in dropbox and email send to all on 19/03/20. No comments have been noted to date.
Clerk will respond accordingly.

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Agree/Disagree							

3. Planning – DECISIONS TO NOTE

- 3.1 20/00059/HOUSE White Barn, Blue Mill Lane **REFUSE**
2 bay cart lodge with store to side.
- 3.2 20/00132/FUL Wincroft, Little Baddow Road **APPROVE**
Demolition of existing bungalow. Proposed new 4 bed bungalow.
- 3.3 19/00943/FUL Appeal Ref: APP/X1545/D/19/3243300 **APPEAL ALLOWED**
Proposed extension to existing cartlodge Jasmin House, Blue Mill Lane

4. Other Planning Matters to note

- 4.1 Enforcement Update – To note letter from MDC received regarding Government Guidance in relation to Hotels/Holiday Parks and Caravans with reference to COVID-19 restrictions.
Noted. For inclusion in future agenda.
- 4.2 Min Ref 2256.4 It is noted that the page from the VDS which had been used without permission on a website regarding sale of land adjacent to Oak Farm Road has now been removed.
No correspondence had been received.
- 4.3 Lighting Pollution
- i. Water Pumping Station – Cllr. Rushton reported that the light had now been turned off.

5. Reports Of the District/County Councillor

Cllr. Channer has sent various emails which have been shared by email or dropbox.
Any other reports will continue to be shared with Councillors.

6. Payments

The following payments to be authorised and actioned by the Parish Clerk.

Ref:	Payee	Gross	VAT	Net
6.1	E-on	31.73	1.51	30.22
6.2	A&J Lighting Solutions	25.20	4.20	21.00
6.3	Mrs J Bannerman (Salary 70 hrs & Allowance @£6/wk)	810.48	0.00	810.48
6.4	Mrs J Bannerman (Expenses - TSO Host)	74.33	12.39	61.94
6.5	Mrs J Bannerman (Expenses - Iris Payroll)	115.20	19.20	96.00
6.6	Mrs J Bannerman (Expenses - Ring Central)	187.06	31.18	155.88
6.7	Mrs J Bannerman (Expenses - Computer equipment)	799.00	133.17	665.83
6.8	LJ Print (Covid-19 Leaflet)	46.71	0.00	46.71
6.9	EALC/NALC Affiliation Fees	185.45	0.00	185.45

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Agree/Disagree							

7. Other Financial Matters to note

7.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
01-Apr-20	Opening Balance			31877.71
14-Apr-20	Transferred to Community Account		2300.00	29577.71
Community Account				
01-Apr-20	Opening Balance			537.64
14-Apr-20	Transfer from Business Reserve	2300.00		2837.64
14-Apr-20	April Debits		2275.16	562.48

7.2 Year to end 31 March 2020 Clerk to arrange for the accounts to be prepared, Clerk to check latest guidance as it is issued.

7.3 Year End Payroll – Clerk to arrange necessary actions.

8. Other Council Matters to note

8.1 COVID-19 Parish Response – The Parish Clerk is registered as Community Coordinator for the Maldon District CVS (Community Voluntary Service) and is able to direct volunteers according to needs reported in the village. Clerk is also accepting calls to the new Parish Council number and has directed volunteers accordingly here. There have so far been a few requests (less than 10) for help received which have been met by several volunteers. There is some confusion over all the different voluntary services which have been established by District, County, National and smaller community groups. The main thing being that people know who to contact if they are in need of help. The leaflet delivered by the Parish Council is still relevant and all updated information is sent by email to local residents. There are now 119 subscribers to the email service. The Bell Pub is doing an excellent job providing a pre-booked community grocery service. The Queen Victoria are now doing pre-booked take-away fish & chips on Friday/Saturday evenings.

8.1 Community Engagement Team – All services in the village are currently suspended.

8.2 Bell Meadow Playground – Event in May cancelled.

8.3 Annual Parish Meeting – Monday 20th April has been cancelled – following latest government advice. Clerk is currently working on the annual report document for future delivery when current restrictions are lifted.

8.4 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime panel meetings) (England and Wales) Regulations 2020. Statutory Instruments 2020 No.392

New legislation to noted. The Parish Council can hold a virtual meeting if this becomes necessary in the future. For the time being the Parish Council will continue to use the powers delegated to the Parish Clerk at the extraordinary meeting on Friday 20th March.

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Agree/Disagree							

9. Highways & Infrastructure

9.1 Water Leak – Clerk has reported water leak on triangle outside Bell Pub. Essex & Suffolk Water are currently only attending emergencies during current COVID-19 restrictions so this will be added to a list for future inspection.

10. Local Issues

10.1 Bell Meadow – Clerk erected Social Distancing Signposting. There are no items for report. Councillors to continue inspections and update excel document in the dropbox and report any issues to the Parish Clerk.

10.2 Footpaths Report – Village email issued regarding keeping to footpaths. Cllr. Warren reports that he has been in dialogue with Walkers/District Councillors and PROW Officer regarding poor condition of BR30.

10.3 Bell Meadow Village Association – it is understood that the event has been cancelled until next year due to the COVID-19 restrictions and difficulties with making any advance plans.

11. Points Noted

Councillors have noted all points in the agenda. Any comments to be written below.

Councillor	Cllr. Tompkins	Cllr. Brown	Cllr. Bunn	Cllr. Hughes	Cllr. Rushton	Cllr. Symons	Cllr. Warren
Agree/Disagree							
Comments							

12. Date of Next Parish Council Meeting:

To be notified

Dated: 7th April 2020