

WOODHAM WALTER PARISH COUNCIL
NOTICE OF ORDINARY VIRTUAL MEETING

Dear Sir/Madam

I give notice that there will be a virtual meeting of Woodham Walter Parish Council to be held by scheduled Zoom Meeting on Monday 12th October 2020 at 7.30pm. All councillors are hereby summoned to attend.

This Virtual Meeting is open to the public. For joining instructions please contact the Parish Clerk: parishclerk@woodhamwalterpc.org 01245 373686

Signed*Jacky Bannerman*.....
CLERK TO THE PARISH COUNCIL

To Councillors and Members of the Public

BUSINESS TO BE TRANSACTED

Members are reminded that they should declare an interest with regard to items on the agenda when appropriate. There will be a session at the meeting when parishioners can discuss items on the agenda or other village matters.

1. Welcome

2. Apologies For Absence

3. 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).

4. Public Forum

Please note: due to the current HM Government's measures for Covid-19, the Parish Council will meet virtually via Zoom. If any members of the public wish to attend and make a statement or raise a question at the meeting they may do so by following the joining instructions which are available from the Parish Clerk. They will first enter a waiting room and the host will then allow them into the meeting. Members of the public will only be allowed to speak during the Public Forum. Please see website for more information.

5. To approve the minutes of Virtual Ordinary Parish Council meeting held on Monday 14th September 2020.

6. Matters Arising

6.1 Min Ref: 2360.1(iii) The idea of a bench at the Village Hall was raised with the Village Hall Committee who are going to consider it and get back to us.

6.2 Min Ref: 2358.8 Grants for local organisations have been sent along with information about the policy and application process. The Grant Application documents have been uploaded onto the website. The deadline for 2020 is set to 31st October 2020.

7. Planning – APPLICATIONS

7.1 None to date - To note any Planning Applications received.

8. Planning – DECISIONS

8.1 WTPO/MAL/20/00475 Thornberry, Rectory Road REFUSE
T1 Ash – Crown lift around 10m, crown reduction and crown thinning 1.5m.

8.2 To note any other Planning Decisions received.

9. Other Planning Matters

9.1 Warren Golf Club Application 20/00519 Following correspondence with the Officer it is noted that further letters of representation have now been uploaded onto the website. As far as Clerk can tell, all copies of letters that were copied to the Parish Council have now been logged by MDC. However, it is advised that respondents should check this information themselves and report any anomalies to the Planning department.

20/00519/FUL The application has been amended by the submission of an Arboricultural Impact Assessment as well as an amended Noise Impact Assessment. Any previous comments made by the Parish Council will be taken to apply unless Councillors resolve to amend submitted response.

To consider if the Parish Council wishes to make any amendments to the response dated 10th August 2020.

- 9.2 Enforcement – To advise on any updates
- i. Oak Farm – it was noted that works had begun again at the site and this was duly reported to Enforcement. Cllr. Durham has also been pursuing this. Works appear to have ceased again. MDC continue their investigations.
 - ii. Warren Estate – ongoing
 - iii. Cllr. Jarvis to update
- 9.3 Planning Policy Consultation and Planning White Paper consultation – response duly sent.
- 9.4 Tree at Poldhu – approach from resident regarding removal of tree, advice given by Cllr. Rushton.
- 9.5 Soil Testing – noted works on field between Thrift Wood and the Anchor. Clerk’s investigations found that the operator (of Royal Oak Quarry) is proving mineral. The land comprises part of the approved site phasing area. They won’t be accessing this area until at least late next year.

10. Reports Of the District/County Councillor’s

11. Other Financial Matters

11.1 Summary of Accounts to date. (Estimate)

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
14-Sep-20	Balance			43685.09
12-Oct-20	Transferred to Community Account		700.00	42985.09
Community Account				
14-Sep-20	Balance			427.80
30-Sep-20	VAT Refund 2019/20	534.85		962.65
12-Oct-20	Transfer from Business Reserve	700.00		1662.65
12-Oct-20	October Debits		1065.02	597.63

11.2 Review of Bank Statements and Account sheets. Councillor to confirm that they have reviewed the Bank Statements and Account sheets for September and found them to be reconciled correctly.

11.3 Credit Card – The application was successful and the account is set up. On-going regular payments arranged with Zoom (£14.39 monthly), Microsoft 365 (Monthly £14.39), TSO Host (Annual: est £74.33), Ring Central (Annual: est £207.06), Dropbox (Annual: est £95.88)

11.4 Direct Debits – Clerk is investigating setting up Direct Debit payments for Barclaycard, HMRC, Iris Payroll and any other regular bills as invoices and payment details are issued.

11.5 Banking Mandate – Change of mandate forms are awaited

11.6 Banking Policy – To consider

11.7 Quarterly Expenditure Review to 30th September 2020

11.8 Budget 2021/22 Begin considerations. Reserves Policy.

12. Payments

Councillors to approve the following Direct Debit and BACS payments. Councillor Signatory will sign in to bank account to authorise BACS payments.

Ref:	Payee	Gross	VAT	Net
12.1	E-on (Estimate) (DD)	31.73	1.51	31.73
12.2	A&J Lighting Solutions (DD)	25.20	4.20	21.00
12.3	Mrs J Bannerman (Salary & Allowance) (BACS)	511.09	0.00	511.09
12.4	LCR Subscription (BACS)	17.00	0.00	17.00
12.5	Skippers Ground Maintenance (Estimate) (BACS)	480.00	80.00	400.00

13. Other Council Matters to note

13.1 COVID-19 Clerks Update.

- i. Regular village emails continue to be sent by the Clerk with relevant updates for residents. Information is also put on the website on a regular basis.
- ii. Local lockdown – should this occur the Maldon CVS (COVID response) will re-establish and Clerk continues to be included in regular updates.

- 13.2 Community Engagement Team (CET) – to note September report. Clerk has written to request TRUCAM rush hour visits which they will try to accommodate depending on weather and light.
- 13.3 Councillors to confirm the decision of the Parish Council under minute reference 2272 remains extant during the current period. That Parish Council has delegated power to the Clerk to make decisions using the LGA 1972 section 101.
- 13.4 Clerks Annual Review – Staffing Committee (Chairman, Vice-Chairman & former Chairman) are carrying out review including updating the Job Description and checking that the pay scale is correct.

14. Highways & Infrastructure

- 14.1 Hoe Mill Bridge.
- i. Parking on DYL – SEPP continue to attend ad-hoc particularly during the good weather.
 - ii. New width restriction anti-ram bollards have been installed. To date the Clerk has not received any comments from residents. They seem to be set so that most cars can get through unscathed – although be warned there were some scrapes by the end of day 1!
- 14.2 County Councillor Pot Hole and Footway List has been submitted to Cllr. Channer
- 14.3 To note: A12 Chelmsford to A120 Widening (junctions 23-25) Preferred route announcement. The full route can be viewed at www.highwaysengland.co.uk/A12 Following on from the last meeting Clerk could not find any record of previous responses.
- 14.4 Other Highways issues reported: Following report from resident, Clerk has raised Little Baddow Road (adj. Valley House/Cartref) crack across road and drainage issue. (Ref: 2681881)
- 14.5 New Footpath on bridge Little Baddow Road – following Cllr. Channer's input, this is now on the list for repair.
- 14.6 Highways Rangers – Clerk has reported via Cllr. Channer. Footpath encroachment (Rectory Road between Village Hall and Mead Pasures), Footpath surface issues (slippery green moss/mould) – Mead Pastures; Vegetation blocking village gateway – Herbage Park Road.

15. Local Issues

- 15.1 Bell Meadow a) Rotten Fence/Tree Works – await works by Skippers b) Football Goals – Clerk has been working on signage and permit application. To resolve if further anchor points or sand bags should be purchased. No information on regular users received. c) Water Trees, Councillors are reminded to water the trees. d) Hedging – clerk has ordered hedging plants from Woodland Trust (not expected until next Spring if our application is successful). e) Bell Meadow Hedge – await cut by Skippers f) Councillors are reminded to update excel document in the dropbox and report any issues to the Parish Clerk.
- 15.2 Footpaths Report
- 15.3 School Report.
- 15.4 Litter – Parking Machine dumped down Common Lane reported to Police.
- 15.5 New Playground – application to County Councillor Locality Fund has been made. Await results of Community Initiatives Fund (expected later this month). Easyfundraising account set up – income will be paid into Parish Council account.
- 15.6 Memorial Garden Signage – on going.
- 15.7 Neighbourhood Watch/Crime Reports – Break-in at Gun Hill farm buildings, diesel stolen.

16. Correspondence – Various items in the dropbox.

- 16.1 Thank you letters from Woodham Walter Women's Club and Village Hall re: Grants

17. Points of Information

18. Date of Next Parish Council Meeting:

Next scheduled date of Ordinary Parish Council meeting is Monday 9th November 2020 and this will be held virtually by Zoom. Parish Clerk to monitor developments and guidelines as they are issued.

Dated: 6th October 2020