

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 11th January 2021 at 7.00pm. 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 December 2020.

6. Matters Arising

7. Planning – APPLICATIONS

7.1 20/01284/PIP Land South of WW Primary School
Up to 9 discounted market dwellings, enabling extension of school playing fields and car park.

7.2 20/01230/FUL Oak Farm, Oak Farm Road
New three bedroom dwelling in accordance with Planning Permission ref: 65/00293/FUL with slight increase in footprint.

7.3 20/01276/HOUSE Spring Elms Farm, Spring Elms Lane
Two storey side extension to be used as annexe, construction of detached garage, extended and alter drive and vehicular and pedestrian accesses.

8. Planning – DECISIONS

8.1 20/01056/COUPA Barn at West Bowers Farm, West Bowers Road APPROVE
Change of use of Agricultural Building to dwelling house (Class C3) and for building operations reasonably necessary for the conversion.

9. Other Planning Matters

9.1 Warren Golf Club Application 20/00519

- i. The Warren application committee date is expected to be 10th February.

9.2 Enforcement – To advise on any updates

- i. Oak Farm – No further updates or works noted since Temporary Stop Notice was issued. Planning application received.

- ii. Warren Estate – no further updates received from MDC. No direct response to letter regarding lockdown. Cllr. Jarvis shared information regarding holiday parks generally. Official closure period for the Warren Lodges as per condition in Planning approval is from 15-28th January.

9.3 Double Decker Bus at school – There remains uncertainty in this matter. The school have been liaising with MDC and their solicitor. Clerk has suggested that they also ask ECC.

10. Reports Of the County/District Councillor’s

It is noted that Cllr. Channer has submitted various documents and updates which are shared with Councillors and via village emails as appropriate.

11. Financial Matters

11.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
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Business Reserve A/C

14-Dec-20	Balance			48386.16
11-Jan-20	Transferred to Community Account		1500.00	46886.16

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
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Community A/C

14-Dec-20	Balance			555.46
11-Jan-20	Transfer from Business Reserve	1500.00		2055.46
11-Jan-20	January Debits		1410.25	645.21

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

11.3 Min Ref: 2376.5 Banking Mandate. Clerk has chased this up again and another form will be duly completed and sent.

11.4 Asset Register/Inspection. Clerk has carried out a full asset inspection. To consider report.

11.5 Budget 2021/22. The Tax Base has been provisionally set for the Parish at 275.2 Councillors to ratify the budget and precept request. Reserves to be set at £15,000.

12. Payments

Councillors to approve that the payments in the schedule be approved. Councillor Signatories will authorise BACS payments.

Ref:	Payee	Method	Gross	VAT	Net
12.1	E-on (Estimate)	DD	30.71	1.46	29.25
12.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
12.3	Mrs J Bannerman (Salary & Allowance)	BACS	590.20	0.00	590.20
12.4	Barclaycard (Zoom, Microsoft 365,CAB Book)	BACS	145.66	1.88	143.78
12.5	National Society of Allotment & Leisure Gardeners Ltd	BACS	66.00	11.00	55.00
12.6	Woodham Walter Womens Club (Hire of Hall 2020)	tbc	60.00	0.00	60.00
12.7	MDC (Community Engagement Team) (Estimate)	BACS	492.48	82.08	410.40

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. These emails will continue.
- ii. It was noted that Maldon is now in the highest tier of National Lockdown (Stay At Home) Information is cascaded via the village email once it has been collated.
- iii. The Maldon CVS (COVID response) continues.
- iv. Maldon and District CVS are keen to help groups to replicate the Maldon Safe Space across the district, either as a "Safe space" or as an adaptation of an existing coffee morning or support session. (info in dropbox)

13.2 Community Engagement Team (CET) – December report (awaited). The TruCAM patrols cannot be done during rain or when it is dark so the winter weather restricts this activity.

13.3 Woodham Walter Common – no information to report.

13.4 AGM – to consider the date for the AGM and change of Chairman/Vice Chairman.

14. Highways & Infrastructure

14.1 Moss on path at Mead Pastures – await works by Highways Rangers.

14.3 Faded 30mph sign on The Street has been reported but does not meet requirements for work.

14.4 Slippery road surface at West Bowers Road. Await works

14.5 Curling Tye/Blue Mill Flooding – on-going.

14.6 Blue Mill Lane – over grown Hedge reported by resident – reviewed.

14.7 Little Baddow Road – crack/drainage issue adjacent to Cartref/Valley House. Await works.

14.8 Cut-a-Thwart Lane/Manor road junction – finger post – 3 times this has been knocked over, reported and repaired.

15. Local Issues

15.1 Bell Meadow a) Football Goals - ongoing b) Water Trees, Councillors are reminded to water the trees. c) DofE Volunteer – to note report e) 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 Meter in stream Blue Mill Lane reported. The Annual Village Litter Pick will take place in February – Saturday 13/20/27 (TBC – weather/covid rules) Clerk liaising with Colin Warner.

15.5 New Playground Report

15.6 Memorial Garden Signage – on going.

15.7 Neighbourhood Watch/Crime Reports.

16. Correspondence – Various items in the dropbox.

17. Points of Information

18. Date of Next Parish Council Meeting:

Next scheduled date of Ordinary Parish Council meeting is Monday 8th February 2021 and this will be held virtually by Zoom. Parish Clerk to monitor developments and guidelines as they are issued.

Dated: 5th January 2021

Mrs Jacky Bannerman (Clerk to the Parish Council)

PO Box 12797, Woodham Walter CM9 9FG

Email: parishclerk@woodhamwalterpc.org Tel: 01245 373686 (before 6pm)

www.woodhamwalterpc.org