

MINUTES

Minutes of Ordinary Meeting of Woodham Walter Parish Council.
Held at 7.00pm using Virtual technology hosted by Zoom.

Monday 8th February 2021

Present:

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

Others: Jacky Bannerman (Parish Clerk)
District Councillor Mark Durham
District Councillor Penny Channer (in attendance until 7.40pm)
District Councillor Karl Jarvis (in attendance from 7.20pm)

Public: 1

2438. Welcome Cllr. John Tompkins welcomed those present to the meeting. Clerk notified that the meeting will be recorded for the purposes of minute taking. Cllr. Tompkins thanked those present for granting him the privilege of being Chairman, and for the support received during what set out to be a two year appointment, but has extended due to various circumstances, to nearly three, with some significant challenges en-route.

2439. Election of Chairman Following the resignation of Cllr. John Tompkins from the position of Chairman (remains a Member) an election then took place. Cllr. Tompkins invited nominations for the position of Chairman. Cllr. James Rushton was Proposed by Cllr. John Brown and this nomination was seconded by Cllr. James Bunn. There were no further nominations and Cllr. James Rushton was duly elected to the position of Chairman. The new Chairman then took over the Chairmanship of the meeting. Declaration of Acceptance of Office forms to be submitted to the Clerk electronically.

Cllr. Rushton began with a vote of thanks for what Cllr. Tompkins has done over a rather elongated period as chairman at a time when there's been a number of substantial and sometimes difficult issues to be discussed and resolved. Councillors joined in thanking Cllr. Tompkins for the terrific leadership that he has shown.

2440. Election of Vice-Chairman Nominations were then invited for the position of Vice Chairman. Cllr. John Brown was proposed by Cllr. James Bunn and the nomination was seconded by Cllr. Joanna Symons. There were no further nominations and Cllr. John Brown was duly elected to the position of Vice chairman. Declaration of Acceptance of Office to be submitted to the Clerk electronically.

2441. Apologies For Absence There were no apologies

2442. 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).
As previously reported re: Warren Golf Club, Cllr. James Rushton has declared a non-pecuniary interest as his wife is a member at Warren Active and Cllr. Joanna Symons has declared non-pecuniary interest in the Warren Golf Club as she is a member at Warren Active.

2443. Public Forum

There was 1 member of the public present who was in attendance for an update on progress with the drainage issues along Blue Mill Lane.

The Parish Clerk updated the resident with actions taken including phone calls to Highways and requesting that County Councillor Channer investigates through her Member channels. Unfortunately, the response received so far has been unsatisfactory and further representations will be made.

2444. To approve the minutes of Virtual Ordinary Parish Council meeting held on Monday 11th January 2021. The minutes were approved as a true record of the meeting.

2445. Matters Arising It was noted that Matters arising are contained within the Agenda. There were no other matters arising.

2446. Planning – APPLICATIONS

There were no Planning Applications received.

2447. Planning – DECISIONS

2447.1 20/01099/HOUSE 1 Lodge Farm, Old London Road **APPROVE (DEL)**
Single storey rear / side extensions. Two storey side extension. Changes to fenestration including new dormer window to rear.

2447.2 20/01284/PIP Land South of WW Primary School **REFUSED (DEL)**
Up to 9 discounted market dwellings, enabling extension of school playing fields and car park.

2448. Other Planning Matters

2448.1 Warren Golf Club Application 20/00519

The Warren application is due to be decided at the next NW Area planning committee at 6pm on Wednesday 10th February. It is noted that the Officer Recommendation is to Refuse the application. Councillors agreed to provide a statement at the meeting which will be read by Cllr. Rushton and make direct representations to committee members in support of the officer recommendation.

District Cllr. Jarvis advised that the Parish Council are entitled to make a statement and correspond with Councillors. He has read the application in detail and is familiar with the points that have been raised by the applicant, supporters and objectors including the Parish Council and will be able to put across a balanced view in the debate which as Ward Member he will be called upon to comment.

2448.2 Enforcement – To advise on any updates

- i. Oak Farm – No further updates or works noted since Temporary Stop Notice was issued. Planning application decision awaited.
- ii. Warren Estate – no further updates received from MDC. This is now a long running saga and the Council feels that responses from the Enforcement Team at MDC have been inadequate. We find ourselves in the same position now as we were several years ago in that evidence suggests that conditions placed on the permission at the Warren Lodges are not being complied with. Evidence has been gathered and submitted to the Parish Council of a significant number of vehicles (between 83 - 129 on different days) being at the lodges during the period of lockdown (including the official closure period, although it is noted that for all holiday parks this has been waived due to COVID). However, Councillors are concerned if the losing of time during lockdown will cause a problem regarding a time limitation on breaches of conditions of occupation. We are very concerned about the lack of action from the Enforcement team. It was again noted that holidays are currently illegal so there should not be any excuse for the lodges to be currently used. It will also be asked if the conditions set in relation to the relaxing of occupancy conditions during COVID had been met. One of those conditions being that the site should provide MDC with a list of residents who remain on site. If this information has not been submitted, then this could be a non-compliance of conditions.

Cllr. Jarvis encouraged the Parish Council to write on a regular basis to keep the issues at the top of the Enforcement agenda. He asked for correspondence to be copied to District Councillors so that they can also raise where possible.

2448.3 Double Decker Bus at school – no further updates received from the school. The bus has now been in-situ for several months Councillors therefore resolved to write to Enforcement at MDC and ask for the matter to be considered formally. Cllr. Durham noted that advice from the Chief Planning Officer at ECC indicated that planning permission would be required.

2448.4 Langford & Ulting Neighbourhood Plan Consultation – Cllr. Rushton and Cllr. Tompkins had reviewed the document and there were no comments.

2448.5 Environment Agency – Generic Design Assessment Consultation re: Assessing new nuclear power station designs. Cllr. Tompkins will review document.

2449. 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. This has included updates on COVID infections, Park & Ride and Budget setting.

Cllr. Jarvis reported that there is an MDC budget meeting later this month. Still involved in negotiations in terms of supporting the leisure centres. The council is currently not meeting it’s Five Year Land Supply but this does fluctuate and the council is looking to achieve the 5YLS calculation again soon.

Cllr. Durham reported that forecasting budgets is difficult because councils still don’t know the extent of implications of COVID. ECC are not proposing to increase their element of Council Tax. The Police Fire & Crime Commissioner is increasing their precept. The vaccination programme organised by the NHS reports high confidence that all top 4 cohorts will have been completed on schedule and the task of reaching housebound within these cohorts is underway, the NHS will then move on to ages 65-70 group, the homeless and housebound but not clinically vulnerable.

Essex County Council are not expecting to return to offices until September and new ways of working are being explored.

Surface water flooding on the Highways has been a major issue for the County Council.

2450. Financial Matters

2450.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
11-Jan-20	Balance			47386.16
08-Feb-20	Transferred to Community Account		600.00	46786.16
Community Account				
11-Jan-21	Balance			705.75
28-Jan-21	Donation from Allotment Association	100.00		805.75
08-Feb-21	Transfer from Business Reserve	600.00		1405.75
08-Feb-21	February Debits		854.29	551.46

2450.2 Review of Bank Statements and Account sheets. Councillor Brown confirmed that he has reviewed the Bank and Credit Card Statements and Account sheets for January and found them to be reconciled correctly.

2450.3 Banking Mandate. Confirmation from Barclays Bank that the mandate has been adjusted. The following Councillors are confirmed as signatories Cllr. James Rushton, Cllr. John Tompkins and Cllr. Jenny Hughes. Cllr. Rushton has received on-line banking access card and pin.

2450.4 Budget 2021/22. It was noted that the precept request has been submitted to MDC. The

budget sheet has been updated as per recommendations at the last meeting.

2451. Payments

Cllr. John Brown Proposed and Cllr. John Tompkins seconded that the payments in the schedule be approved, all present agreed. Councillor Signatory will authorise BACS payments.

Ref:	Payee	Method	Gross	VAT	Net
2451.1	E-on (estimate)	DD	31.73	1.51	30.22
2451.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
2451.3	Mrs J Bannerman (Salary & Allowance)	BACS	731.69	0.00	731.69
2451.4	Barclaycard (Zoom, Microsoft 365,AFCC Membership)	DD	65.67	1.88	63.79

2452. Other Council Matters to note

2452.1 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. There are now 156 on the village email list.
- ii. Maldon continues in the highest tier of National Lockdown (Stay At Home) Information is cascaded via the village email and website once it has been collated.
- iii. The Maldon CVS (COVID response) continues Monday-Friday 10am -2pm. There have not been any requests for help forwarded to Clerk in Woodham Walter.
- iv. There is now a community testing centre at Maldon West Community Centre for testing of asymptomatic (no symptoms) to be tested as part of joint programme with ECC.
- v. Clerk has written to MDC and MP's regarding financial assistance for Parish Councils as a result of COVID related expenditure and reduction in income. Await final response although there has been some reaction that this is being looked into.

2452.2 Community Engagement Team (CET) – January report awaited the TruCAM monitoring is due to recommence. Requests for CCTV regarding fly tipping at Blue Mill Lane and finger post vandalism at Cut-a-Thwart/Manor Road junction. Also alerted re: anti-social quad/motorbikes/4x4 etc this is a District Wide problem. If anyone sees any of this behaviour it should be report to the police on 101 (999 in an emergency).

2452.3 Woodham Walter Common – to note that 4x4 vehicles entered the common. Clerk had a discussion with Neil Bedford at EWT who advised that this will be monitored but currently it is not thought that any damage was caused and no further action is needed. However, volunteer warden Chris Wheadon has suggested that metal barriers could be installed. The usual log barriers had temporarily been removed and this is how they managed to gain access at the Common Lane entrance. It is understood that these have now been replaced. Cllr. Tompkins suggests looking into byelaws. Neil Bedford will liaise with his manager again regarding the agreement.

2452.4 Annual Parish Meeting – the date for meeting set for 19th April which will probably need to be held virtually. It was confirmed that the Parish Council will produce an Annual Report. Rules on distribution will be checked although as a public body serving our local community it is felt that we have a duty to publish information, people need information and especially those who do not have access to on-line services. This will in effect be a 2 year report as one was not published in 2020. We are awaiting updated government advice regarding remote meetings – currently the legislation runs out on 7th May 2021.

2453. Highways & Infrastructure

2453.1 Moss on path at Mead Pastures – await works by Highways Rangers. Cllr. Channer has advised that this should be completed this month (weather permitting).

2453.2 Faded 30mph sign on The Street - reported but does not meet requirements for work, Clerk has asked how bad it has to be before it does meet requirements because it is currently not possible to see 30mph. Cllr. Channer has made enquiries and this will be looked at again.

2453.3 Slippery road surface at West Bowers Road. Cllr. Channer updated: *Our Capital Team are still waiting for a confirmed date from Textureblast, this is the Contractor who will be carry out the necessary works to the carriageway. We can confirm that the works will be completed by the end of March 2021. Subject to weather conditions, the team are hopeful this work can be completed under a one day road closure.*

2453.4 Curling Tye/Blue Mill Flooding – on-going. Cllr. Channer has been asked to look into this. Noted that some ditch work has taken place and more is expected. The blocked gullies have not yet been cleared and this is the essential work that is required to alleviate the problems. This includes gullies at The Forge, The Cats and Park Cottages plus we have also had representations made regarding blocked gully under Curling Tye Lane between Blackberry Cottage and Manor Road.

2453.5 Little Baddow Road – crack/drainage issue adjacent to Cartref/Valley House. Cllr. Channer advised that they are awaiting utility information before work can commence which can take 6-8 weeks to receive.

2453.6 Cut-a-Thwart Lane/Manor road junction – finger post – this time the post has been knocked over and completely vandalised. Awaiting repair. Clerk has requested Community Engagement Team uses covert CCTV.

2453.7 Maldon Ironworks Signposts (outside Bell/jct Oak Farm Road) – Clerk has asked Cllr. Channer the best method of achieving a repaint/renovation. Cllr. Bunn asked if the Little Baddow mileage could be corrected as it currently says 4 miles. It was pointed out that this is a Heritage Sign and it is not known whether this is allowed to be changed.

2453.8 Manor Road – flooding reported. Impassable for pedestrians without wellies.

2453.9 Common Lane – Street sign missing. Reported to MDC.

2453.10 Village Hedges – Herbage Park Road and Rectory Road. Consider letter from resident asking for the hedges to be cut as they are overgrown and wing mirrors are often clipped. This should be done if not by the land owner or highways then requests that the Parish Council carry out the work. Councillors do not support the idea of the Parish Council taking on responsibility for carrying out the work but will make representations to Highways that the hedges are causing a hazard. It was noted that there are likely to be disputes between Highways and adjacent landowners as to who's responsibility this is. It was noted that there is also a tree with ivy overhanging the road (Herbage Park Road).

2454. Local Issues

2454.1 Bell Meadow a) Football Goals – ongoing. Cllr. Rushton and Bannerman family moved the goals to new location clear of mud and ensured that the back bars are properly attached. A notice has been put on each goal. Clerk has been following up maintenance – Skippers have been asked to quote – awaited. Discussion suggested that the back bars could welded or bolted on – Cllr. Bunn will investigate. b) Water Trees, Councillors are reminded to water the trees. c) DofE Volunteer – continues until end of February. He is doing good and conscientious job. d) Rotten gate catch post – Skippers have been asked to replace. e) Councillors are reminded to update excel document in the dropbox and report any issues to the Parish Clerk.

2454.2 Footpaths Report. Cllr. Warren reported the paths are muddy and waterlogged in places. FP33 has been impassable due to canal flooding. Tree on FP37 removed very quickly by Lee Carter.

2454.3 School Report. Cllr. Symons reported staff are working on rota basis. Parents continue to be supportive. Clerk noted that the school have been donating excess fruit from Government deliveries and Clerk has distributed around the village and via the Village Lunch.

2454.4 Litter – More fly tipping at Blue Mill – Clerk has requested the CET install CCTV. Village Litter pick is being organised remotely for w/e of 13/14 February (weather permitting) – several volunteers have come forward and clerk will arrange routes for each. MDC will loan litter pickers and bags. Risk Assessment updated.

2454.5 Dog Bin Request - resident requested dog bin to be placed at Common Lane. Councillors agree that one should be situated at the Little Baddow Road junction. We have also previously agreed to install one at Rectory Road and this will again be chased up and prices gained.

2454.6 New Playground Report Cllr. Symons reported that MDC had responded that the minor changes can be agreed under a Non-Material Amendment application which is due to be submitted.

2454.7 Memorial Garden Signage – on going.

2454.8 Neighbourhood Watch/Crime Reports. Clerk has written to Police re: nuisance riders/drivers but the response was not very satisfactory. NHW Coordinator Gary Orford “Earlier in the month we had more 4 x 4 vehicles in the village however not had a report of a sighting since mid January. Village are on alert for them and know to phone the police if sighted – somehow we need to drive them away from the village. Apart from that no other incidents have been reported during the month. I usually do not comment on individual scams preferring to give residents the tools to spot and deal with them however there appears to be many realistic scams relating to the vaccine where criminals are trying to get peoples bank details and personal data to commit a crime later. I sent out a brief Whatsapp message for the individual co-ordinators to forward to their group warning of the scams.”

2455. Correspondence – Various items in the dropbox.

2456. Points of Information

2457. Date of Next Parish Council Meeting:

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

Signed *James Rushton*

Meeting ended at 9.15pm

Dated 8 March 2021