

RECORD OF ACTIONS

Record of Delegated Decisions of Woodham Walter Parish Council.

Tuesday 14th April 2020

2276. Welcome – Following the decision made at Extra-ordinary meeting held on Friday 20th March 2020, under minute ref: 2272, the Parish Clerk/RFO has taken delegated decisions on the following items using devolved powers under the LGA 1972 Section 101. Councillors were consulted and asked to complete the agree/disagree boxes. There are also several updates (which did not require a decision) to note below.

2277. Planning – APPLICATIONS

2277.1 20/00002/HOUSE Holly Lodge, Hop Garden Lane

Demolition of double garage outbuilding and replacement with cart lodge.

Noted non-pecuniary interest declared by Cllr. Hughes as her spouse has worked with the applicant.

Documents in dropbox and email sent to all on 19/03/20.

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	Agree with comment	Agreed	Agree (Email)	Agree	Agree	Agree (Email)	Agree

2277.2 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. Councillors had no comments.

Clerk will respond accordingly.

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

2278. Planning – DECISIONS TO NOTE

2278.1 20/00059/HOUSE White Barn, Blue Mill Lane
2 bay cart lodge with store to side.

REFUSE

2278.2 20/00132/FUL Wincroft, Little Baddow Road

APPROVE

Demolition of existing bungalow. Proposed new 4 bed bungalow.

2278.3 19/00943/FUL Appeal Ref: APP/X1545/D/19/3243300

APPEAL ALLOWED

Proposed extension to existing cartlodge Jasmin House, Blue Mill Lane

2279. Other Planning Matters to note

2279.1 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. Consider writing to management of holiday accommodation in village to make sure they are aware of the regulations.

2279.2 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.

2279.3 Lighting Pollution

- i. Water Pumping Station – Cllr. Rushton reported that the light had now been turned off – although occasionally comes on, he will monitor.

2280. Reports Of the District/County Councillor

Cllr. Channer has sent various emails which have been shared by email or dropbox.

Cllr. Durham had sent report which was shared via dropbox.

Any other reports will continue to be shared with Councillors.

2281. Payments

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

Ref:	Payee	Gross	VAT	Net
2281.1	E-on	31.73	1.51	30.22
2281.2	A&J Lighting Solutions	25.20	4.20	21.00
2281.3	Mrs J Bannerman (Salary 70 hrs & Allowance @£6/wk)	810.48	0.00	810.48
2281.4	Mrs J Bannerman (Expenses - TSO Host)	74.33	12.39	61.94
2281.5	Mrs J Bannerman (Expenses - Iris Payroll)	115.20	19.20	96.00
2281.6	Mrs J Bannerman (Expenses - Ring Central)	187.06	31.18	155.88
2281.7	Mrs J Bannerman (Expenses - Computer equipment)	799.00	133.17	665.83
2281.8	LJ Print (Covid-19 Leaflet)	46.71	0.00	46.71
2281.9	EALC/NALC Affiliation Fees	185.45	0.00	185.45

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Agree/Disagree	Agree	Agree	Agree (Email)	Agree	Agree	Agree (Email)	Agree

2282. Other Financial Matters to note

2282.1 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

2282.2 Year to end 31 March 2020 Clerk to arrange for the accounts to be prepared, Clerk to check latest guidance as it is issued.

2282.3 Year End Payroll – Clerk to arrange necessary actions.

2283. Other Council Matters to note

2283.1 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.

2283.2 Community Engagement Team – All services in the village are currently suspended.

2283.3 Bell Meadow Playground – Event in May cancelled.

2283.4 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.

2283.5 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 be 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.

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

2284. Highways & Infrastructure

2284.1 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.

2284.2 Water leak – Blue Mill Lane – to be monitored by Cllr. Brown and reported at a later date.

2285. Local Issues

2285.1 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.

2285.2 Footpaths Report – Village email issued regarding keeping to footpaths. Cllr. Warren reports the current glorious weather nearly all paths have dried out well and the volume of walkers is keeping the grass and weeds worn down. In the current crisis footfall is at an all time high. The dangerously leaning trees on FP12 in the middle of the course have finally been cleared by The Warren. Overgrown foliage on BR30 was cut back again in early March by ECC contractors. The PRoW Enforcement Officer has asked MDC to remove the burnt out cars and other rubbish bordering the track. This will be chased up by Cllr Durham when the ECC Gypsy and Traveller Working Group eventually reconvenes.

2285.3 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.

2286. Points Noted

Councillors have noted all points in the list of delegated decisions.

Councillor	Cllr. Tompkins	Cllr. Brown	Cllr. Bunn	Cllr. Hughes	Cllr. Rushton	Cllr. Symons	Cllr. Warren
Agree/Disagree	All Noted	Noted	Agree (Email)	Agree	Agreed	Agree (Email)	Agree

Any comments have been amalgamated into these notes.

2287. Date of Next Parish Council Meeting: To be confirmed.

Next scheduled date of meeting is Monday 11th May 2020. Parish Clerk to monitor developments and guidelines as they are issued. The Council has delegated power to the Clerk to make decisions using the LGA 1972 section 101. However, the government has now clarified the virtual meeting process. I would advise the Council that it can proceed using the LAG 1972 section 101, but should add to this the ability of the Council to meet virtually and for the public to join in during public representation on the agenda.

Signed *John Tompkins*

Dated 11/05/2021