

WOODHAM WALTER PARISH COUNCIL  
NOTICE OF ORDINARY PARISH COUNCIL MEETING

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Dear Sir/Madam

I give notice that there will be a meeting of Woodham Walter Parish Council to be held at Woodham Walter Women's Club, Top Road on Monday 11<sup>th</sup> October 2021 at 8.00pm. All councillors are hereby summoned to attend. Members of the public and press are cordially invited to attend.

Due to the council's risk assessment, as we come out of COVID-19 restrictions, the Council continues to limit the number of physical attendees in a meeting. Please register your request to attend in person to speak under Public Participation rules at a Council meeting by email to: [parishclerk@woodhamwalterpc.org](mailto:parishclerk@woodhamwalterpc.org) All requests will be considered on a first-come, first-served basis up to the limits prescribed by the council. In the event that there is no room you may submit your comment or question in writing to be read out at the meeting.

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

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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. **To report, approve and record 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). To consider any applications for dispensations.
4. **To approve the minutes of Ordinary Parish Council held on Monday 13<sup>th</sup> September 2021.**
5. **Matters Arising - Progress report (not for resolution)**  
To note the Progress Report compiled by the Clerk. Matters arising are contained within the agenda.
6. **Public Forum**
7. **Woodham Walter C of E Primary School** – To welcome representatives from Woodham Walter C of E Primary School. To consider various discussion points including the new management structure, the bus, future strategy and building strong links.
8. **Planning – APPLICATIONS RECEIVED (for consideration or report)**  
None received to date.
9. **Planning – DECISIONS (for consideration or report)**  
None received to date.
10. **Other Planning Matters (for consideration or report)**
  - 10.1 Enforcement – To advise on any updates.
    - 10.1.(a) Michael Johnson, Lead Specialist Development Management at MDC.
    - 10.1. (b) Warren Premises Licence. To update on date for meeting with Damian Ghela.
    - 10.1. (c) Warren Lodges – To note another case opened regarding potential breach of condition
  - 10.2 VDS Update. Cllr. Tompkins to update. To consider Terms of Reference.
  - 10.3 Appeals – Decisions and applications (for consideration or report)
    - 10.3.(a) 20/01284/PIP Land south of WW Primary School **APPEAL IN PROGRESS**  
Up to 9 discounted market dwellings.

To note that information from the Planning Inspectorate has now been received. To consider if any further response should be submitted to the Planning Inspectorate.

10.3.(b) 20/00519/FUL Warren Golf Club, Old London Road **APPEAL IN PROGRESS**  
Additional tourism and interrelated leisure development, comprising 70 holiday lodges with associated change of use of the land within two areas of the site, alterations to existing Bunsay clubhouse, extension of Bunsay car park and new golf academy.

To note that an appeal has been submitted but further information has not yet been received from the Planning Inspectorate. Once information is received consideration will be given to any response required.

10.3.(c) FUL/MAL/20/01230 Oak Farm, Oak Farm Road **APPEAL IN PROGRESS**  
New three bedroom dwelling in accordance with Planning Permission ref: 65/00293/FUL with slight increase in footprint.

To note that an appeal has been submitted but further information has not yet been received from the Planning Inspectorate. Once information is received consideration will be given to any response required.

10.4 Conditions re: approval at Land at Oak Farm 21/00261/HOUSE. To consider if response should be sent to MDC regarding conditions set for the Oak Farm barn conversion.

## **11. To receive reports Of the County and District Councillor's**

To note that MDC's Garden Waste collections are to be suspended for two weeks from 11-21 October.

## **12. Financial Matters (for consideration or report)**

- 12.1 To receive the Summary of Accounts to date.
- 12.2 To agree the payments as listed in the payment schedule for October.
- 12.3 Review of Bank Statements, Credit Card Statements and Account sheets for September.
- 12.4 To note that the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2021 has been published on the noticeboard and on the Parish Council website.
- 12.5 Quarterly Budget Review – to consider the review
- 12.6 Chairman to carry out 6-month review of accounts

## **13. Other Council Matters (for consideration or report)**

- 13.1 Community Engagement Team (CET)
  - 13.1.(a) The August and September Reports to be noted.
  - 13.1.(b) Clerk to report on meeting held with CET who will carry out weekly Routine Playground checks and a Monthly Operational Inspection.
- 13.2 Woodham Walter Common – Essex Wildlife Trust
  - 13.2.(a) Countryside Stewardship Agreement
  - 13.2.(b) Service Level Agreement
  - 13.2.(c) Other consideration – Cllr. Rushton to report.
  - 13.2 (d) To note that scramble bikes have again entered the Common. Advised to call the Police during the incident.
- 13.3 Memorial Garden.
  - 13.3. (a) To update on progress regarding the wayleave agreement and Land Registry application.
  - 13.3.(b) Memorial Garden Signage. Cllr. Brown to update on investigations.
- 13.4 Noticeboard Update. Tadpoles Nursery request that works to replace the noticeboard are done outside of their sessions. The Clerk has received information from manufacturer and will proceed with Conservation Area application.
- 13.5 Website & Email. Cllr. Brown and Clerk have begun setting up the new account.

## **14. Highways & Infrastructure (for consideration or report))**

- 14.1 Various matters on-going as detailed in the Highways log.
- 14.2 Tom Tit Lane/Woodham Mortimer Road – Muddy and dangerous road conditions. Clerk reported the severe mud on 20/09/21. This was chased up after no action had been taken. Essex Highways consider it to be a matter for Maldon District Council and MDC consider that Highways are responsible. It may also be that the farmer is ultimately responsible. It was only when clerk raised again that it was ascertained that each thought the other was dealing with it. Clerk has asked that the matter be escalated and works take place such that the road can safely re-open.

- 14.3 Hoe Mill Bridge  
14.3. (a) Replacement Bridge – to consider information received regarding Hoe Mill Bridge and Paper Mill Bridge replacement schedules and schemes.
- 14.4 Various road works/closure notifications for the parish have been received regarding County Broadband. These have all been put on a dedicated website page which is regularly updated.
- 14.5 London Stansted Airport – Future Airspace Programme. To consider this report which indicates that some viable route options for arriving aircraft could take aircraft close to our area.
- 14.6 Broadband Update – to consider any updates or information regarding Broadband infrastructure.

**15. Local Issues (for consideration or report)**

- 15.1 Bell Meadow & Memorial Garden  
15.1.(a) Football Goals – Anchors and Fixing wires - await Cllr. Bunn installation. It was ascertained that the football goals had been moved by the grass contractors and that this matter has now been resolved.  
15.1.(b) Playground (See agenda item 15.5 below)  
15.1.(c) Councillors are reminded to update excel document in OneDrive and report any issues to the Parish Clerk. Please see schedule for previous and next week ending dates below:
- 15.2 Footpaths Report.  
15.2 (a) Cllr. Warren to report  
15.2.(b) To consider hazardous cross field paths where field has been ploughed and path not reinstated.
- 15.3 School Report.
- 15.4 Litter. No issues reported
- 15.5 New Playground  
15.5. (a) Playground Opened on Saturday 2<sup>nd</sup> October.  
15.5. (b) Inspections Schedule  
15.5. (c) Parish Councillors Inspections  
15.5. (d) Risk Assessments & Insurance  
15.5. (e) Snagging Issues  
15.5 (f) Bin (Ordered but delayed)  
15.5. (f) Other considerations (Grasslok mat at gateways/graffiti protection/High Vis)
- 15.6 Crime Reports/Neighbourhood Watch Report. No issues to report.
- 15.7 Parish news Magazine – To note new Editor is required.

**16. Correspondence** – It was noted that various items of correspondence had been received and shared with Councillors and where appropriate the public via the website and village emails. There are no matters for resolution.

**17. Points of Information/Items for future agenda**

**18. Date of Next Parish Council Meeting:**

Next scheduled date of Ordinary Parish Council meeting on Monday 8<sup>th</sup> November at 8pm at Woodham Walter Women's Club.

**19. Chair to Close Meeting**

Dated: 5<sup>th</sup> October 2021