

WOODHAM WALTER PARISH COUNCIL
NOTICE OF ORDINARY PARISH COUNCIL MEETING

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 13th December 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. 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

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 minutes of Ordinary Parish Council Meeting held on Monday 8th November 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 Common – Essex Wildlife Trust (EWT)**
Discussion with Neil Bedford from Essex Wildlife Trust.
 - 7.1 Countryside Stewardship Agreement – To confirm
 - 7.2 Service Level Agreement – To confirm
 - 7.3 Rides – To consider
 - 7.4 Barrier – To consider
8. **Planning – APPLICATIONS RECEIVED (for consideration or report)**
 - 8.1 21/01127/TCA Chelmer & Blackwater Navigation
Various works to trees on the Chelmer & Blackwater Navigation over a 5 year period in accordance with submitted Tree Management Plan.
 - 8.2 To note any other applications received.
9. **Planning – DECISIONS (for consideration or report)**
 - 9.1 To note any decisions for report.
10. **Other Planning Matters (for consideration or report)**
 - 10.1 **Enforcement** – To advise on any updates.
 - 10.1 (a) Michael Johnson has agreed to attend March meeting.
 - 10.1 (b) Consider following up on letter of complaint to Richard Holmes
 - 10.1 (c) Damien Ghela Meeting scheduled
 - 10.2 **Appeals** – Decisions and applications (for consideration or report)
 - 10.2.(a) **20/01230/FUL Oak Farm, Oak Farm Road APPEAL IN PROGRESS**
Appeal Ref: APP/X1545/W/21/3277485. New three bedroom dwelling in accordance with Planning Permission ref: 65/00293/FUL with slight increase in footprint.

Parish Council response submitted. Await determination.

10.2 (b) 20/00519/FUL Warren Golf Club APPEAL IN PROGRESS

Appeal Ref: AWAITED. 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.

Await information from Planning Inspectorate. The Council have not received any correspondence from the Planning Inspectorate (PINS) since being informed of a valid appeal in August. In that communication it specified that PINS are seeking a suitable inspector. Until a start letter is received the appeal is dormant.

10.2 (c) 21/00605/HOUSE Grove Manor APPEAL IN PROGRESS

Appeal Ref: APP/X1545/D/21/3283524 S73A application for the installation of a 1.9m high timber panel fence.

Await determination.

10.2 (d) 21/00623/FUL Grove Manor APPEAL IN PROGRESS

Appeal Ref: AWAITED. S73A application to construct timber treehouse and associated change of use of the land.

Await information from Planning Inspectorate.

10.2 (e) 20/01284/PIP Land South of Woodham Walter Primary School APPEAL DISMISSED

Appeal Ref: APP/X1545/W/21/3274431

Up to 9 discounted market dwellings.

The appeal has been dismissed by the Planning Inspectorate as it does not comply with Article 5B (1) of the Town & Country Planning (Permission in Principle) Order 2017 (as amended).

10.3 Call For Sites – meeting to be arranged

11. To receive reports of the County and District Councillor's.**12. Financial Matters (for consideration or report)**

12.1 The Summary of Accounts to date. This includes all transactions since the November meeting.

12.2 To agree the payments as listed in the payment schedule for December. **(Estimate 07/12/21)**

OCTOBER PAYMENTS PART 3					
Min Ref:	Payee	Method	Gross	VAT	Net
2590.2.7	K & B Tatam (Welding) (Estimate)	BACS	100.00	20.00	80.00

DECEMBER PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
12.2.1	E-on	DD	35.30	1.68	33.62
12.2.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
12.2.3	Mrs J Bannerman (Salary & Allowance)	BACS	870.37	0.00	870.37
12.2.4 *	Barclaycard	DD	61.30	6.89	54.41
12.2.5	ICO (Information Commissioners Office)	DD	35.00	0.00	35.00
12.2.6	SLCC (Annual Membership)	BACS	134.00	0.00	134.00
12.2.7	HMRC ¼ly Payment	BACS	727.11	0.00	727.11
12.2.8	Skippers Ground Maintenance (Estimate)	BACS	480.00	80.00	400.00

* Barclaycard payments:

26/11/21	Amazon (Stationery)	41.30
2/11/21	Amazon Prime (REFUND)	7.99CR
2/11/21	PayPal (Laptop charger)	27.99
TOTAL	(inc. VAT: £6.89)	61.30

To note the following Barclaycard payments are scheduled for December.

Marks & Spencer (Playground Meeting) £52.85

12.3 Review of Bank Statements, Credit Card Statements and Account sheets for November.

12.4 2022/23 Budget To consider the draft budget.

12.5 Street Lights

12.5 (a) to note new Direct Debit arrangements as account has been migrated to Npower Business Solutions

12.5 (b) LED lighting.

12.5 (c) Annual Maintenance - Awaited

13. Other Council Matters (for consideration or report)

13.1 Community Engagement Team (CET) November Report

- 13.2 Woodham Walter Common – Essex Wildlife Trust (EWT) (See Agenda Item 7)
- 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.
13.3 (c) Memorial Garden – Replacement Tree. Consideration to suitable replacement.
- 13.4 Platinum Jubilee Considerations
- 13.5 Climate Conference – to note that Cllr. Rushton is due to attend EALC conference on 27th January.
- 13.6 Annual Staff Review – to receive the report and recommendation of the Staffing Committee. This agenda item to be held in closed session at the end of the meeting. The Press and Public to be excluded due to confidential nature of business. (Public Bodies (Admission to Meetings) 1960, S1(2) and Local Government Act 1972, s100 (2).
- 13.7 Operation London Bridge – to adopt the policy. This agenda item to be held in closed session at the end of meeting. The Press and Public to be excluded due to the confidential nature of the business. (Public Bodies (Admission to Meetings) 1960, S1(2) and Local Government Act 1972, s100 (2).
- 14. Highways & Infrastructure (for consideration or report)**
- 14.1 Various matters on-going as detailed in the Highways log.
- 14.2 Hoe Mill Bridge Update.
- 14.3 Broadband Update – to consider any updates or information regarding Broadband infrastructure.
- 14.3 Road Closures.
- 14.4 Double Yellow Line application at Top Road junction. To consider if the Council supports applying, having reviewed the information.
- 15. Local Issues (for consideration or report)**
- 15.1 Bell Meadow & Memorial Garden
- 15.1.(a) Football Goals – Second set of anchors. Welder to attend to make repairs. Cllr. Bunn to report progress.
15.1.(b) Playground - To receive minutes of Playground Working Party and note committee has been disbanded.
15.1 (c) Playground – To note Clerk has submitted final reports to all Grant bodies. A final Project Report has been completed.
15.1 (d) Playground – To note minor maintenance issues. Bin awaits installation.
15.1 (e) Playground – Councillor Inspections. To consider responsibilities and insurance.
15.1 (f) Tree Works – to note that Skippers have completed tree works.
15.1 (g) Hedging Plants – due to be delivered by Woodland Trust.
15.1 (h) Councillors are reminded to update excel document in OneDrive and report any issues to the Parish Clerk.
- 15.2 Footpaths Report.
- 15.3 School Report.
- 15.4 Crime Reports/Neighbourhood Watch Report.
15.4 (a) Car theft Little Baddow Road (night of 1st /2nd December)
15.4 (b) Logs stolen from Gun Hill area (2nd December)
- 15.5 Bell Meadow Village Association. A new committee was successfully formed at the AGM. The next meeting is on Tuesday 8th December.
- 16. Correspondence** – Various items of correspondence have been received and shared with Councillors and where appropriate the public via the website and village emails. There were no matters for resolution.
- 17. Points of Information/Items for future agenda**
- 18. Date of Next Parish Council Meeting:**
Monday 10th January 2022 at 8pm at Woodham Walter Women’s Club.
- 19. Closed Session (Agenda Items 13.6 and 13.7)**
This agenda item to be held in closed session at the end of the meeting. The Press and Public to be excluded due to the confidential nature of business. (Public Bodies (Admission to Meetings) 1960, S1(2) and Local Government Act 1972, s100 (2).
- 20. The Chairman to Close the Meeting**

Dated: 7th December 2021