

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 10th January 2022 at 7.00pm. 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, due to COVID-19, 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 13th December 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. **Planning – APPLICATIONS RECEIVED (for consideration or report)**
 - 7.1 To note any applications received.
8. **Planning – DECISIONS (for consideration or report)**
 - 8.1 To note any decisions for report.
9. **Other Planning Matters (for consideration or report)**
 - 9.1 **Enforcement**
 - 9.1 (a) To advise on any updates.
 - 9.1 (b) Warren Lodges Closure Period – The Community Engagement Team are unable to carry out checks as this is done by the Enforcement team.
 - 9.1 (c) Report on meeting with Damien Ghela, Lead Specialist Communities (responsible for Environmental Services, Housing, Waste Management and Community Safety).
 - 9.2 **Appeals – Decisions and applications (for consideration or report)**
 - 9.2 (a) **20/00519/FUL Warren Golf Club APPEAL IN PROGRESS**
Appeal Ref: APP/X1545/W/21/3280176. 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 consider any matters arising from the Extra-Ordinary meeting held on Wednesday 5th January 2022.
 - 9.2 (b) **21/00623/FUL Grove Manor APPEAL IN PROGRESS**
Appeal Ref: APP/X1545/C/21/3286047. S73A application to construct timber treehouse and associated change of use of the land.

To note the Parish Council response was submitted on 05/01/2022.
10. **To receive reports of the County and District Councillor's.**
To note that District Councillor Karl Jarvis has resigned his position.

11. Financial Matters (for consideration or report)

11.1 The Summary of Accounts to date. This includes all transactions since the December meeting.

Summary of Accounts to date (Estimate 05/01/22)

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
13-Dec-21	Balance			21366.49
10-Jan-22	Transferred to Community Account		800.00	20566.49
Community Account				
13-Dec-21	Balance			669.17
10-Jan-22	Transfer from Business Reserve	800.00		1469.17
10-Jan-22	January Debits (Estimate)		935.04	534.13

11.2 To agree the payments as listed in the payment schedule for January.

Woodham Walter Parish Council Schedule of Payments (Estimate 5th January 2021)

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 PART 2					
Ref:	Payee	Method	Gross	VAT	Net
2627.2.8	Skippers Ground Maintenance (Estimate)	BACS	480.00	80.00	400.00

JANUARY PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
11.2.1	E-on (Estimate)	DD	35.30	1.68	33.62
11.2.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
11.2.3	Mrs J Bannerman (Salary & Allowance)	BACS	689.70	0.00	689.70
11.2.4	National Society of Allotment & Leisure Gardeners	BACS	66.00	11.00	55.00
11.2.5	EALC (Training - Climate Crisis Conference)	BACS	60.00	10.00	50.00
11.2.6	Barclaycard (Stationery/Playground Meeting)	DD	58.84	1.00	57.84

* Barclaycard payments:

24/11/21	M&S (Playground Meeting)	52.85
4/12/21	Endor AG (Payment made in error)	127.25
13/12/21	WH Smith (Stationery)	5.99
29/12/21	Credit re: Endor AG	127.25 CR
TOTAL	(inc. VAT: £1.00)	58.84

To note the following Barclaycard payments are scheduled for February – None to date.

11.3 Review of Bank Statements, Credit Card Statements and Account sheets for December.

11.4 2022/23 Budget & Precept Request

To consider and approve the 2022/23 budget and precept request

12. Other Council Matters (for consideration or report)

12.1 Community Engagement Team (CET) December Report awaited.

12.2 Woodham Walter Common – Essex Wildlife Trust (EWT)

12.2 (a) to note any updates received from EWT

12.2 (b) to sign the Service Level Agreement

12.3 Memorial Garden.

12.3. (a) To update on progress regarding the wayleave agreement and Land Registry application.

12.3.(b) Memorial Garden Signage.

12.4 Platinum Jubilee Considerations

12.5 Email/Website

- 12.6 Council Policies
12.6 (a) Update to Banking Policy.
12.6 (b) Health & Safety Policy.
- 12.7 Allotments Report
- 13. Highways & Infrastructure (for consideration or report)**
- 13.1 Various matters on-going as detailed in the Highways log.
- 13.2 Broadband Update.
- 13.3 Road Closures. To note various including Hoe Mill Bridge.
- 13.4 Double Yellow Line application at Top Road junction. To consider if the Council supports applying having reviewed the information.
- 13.5 Wycke Place signs – to discuss 3 new yellow signs which have appeared through the village (jct Manor Road, Memorial Garden and Jct Oak Farm/Tom Tit Lane.
- 14. Local Issues (for consideration or report)**
- 14.1 Bell Meadow & Memorial Garden
14.1.(a) Football Goals – The additional anchors have been installed. Clerk to ask Skippers to rotate them between the different locations. Cllr. Bunn to report on attendance of Welder.
14.1.(b) Playground – To note minor maintenance issues. Bin has now been installed thanks to Nigel Cornwell. Clerk to notify MDC.
14.1 (c) Memorial Garden – mud/moss under bench has been cleared.
14.1 (d) DofE Volunteers – continue to water. They also did a litter pick
14.1 (e) Wildflowers – noted that wildflower area has been established. DofE volunteers to water.
14. 1 (f) Councillors reminded to update excel document in OneDrive and report any issues to the Parish Clerk.
- 14.2 Footpaths Report.
- 14.3 School Report.
- 14.4 Crime Reports/Neighbourhood Watch Report.
- 14.5 Bell Meadow Village Association. Saturday 10th September 2022.
- 15. Correspondence** – Various items of correspondence have been received and shared with Councillors and where appropriate the public via the website and village emails. There are no matters for resolution.
- 16. Points of Information/Items for future agenda**
- 17. Date of Next Parish Council Meeting:**
Ordinary Parish Council meeting - Monday 14th February 2022 at tbc at Woodham Walter Women's Club.
- 18.** The Chairman to Close the Meeting

Dated: 5th January 2022