

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 14th February 2022 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, 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 10th January 2022.

5. Matters Arising - Progress report (not for resolution)

6. Public Forum

7. Planning – APPLICATIONS RECEIVED (for consideration or report)

7.1 To date there are no planning applications to consider.

8. Planning – DECISIONS (for consideration or report)

8.1 To date there are no planning decisions to report.

9. Other Planning Matters (for consideration or report)

9.1 Enforcement

9.1 (a) Updates on open cases

9.1 (b) Warren Lodges Closure Period – Clerk has sent several messages to Enforcement enquiring about monitoring. Await responses.

9.1 (c) Update following Damien Ghela, Lead Specialist Communities (responsible for Environmental Services, Housing, Waste Management and Community Safety).

9.1 (d) Other enforcement considerations

9.2 Appeals – Decisions and applications (for consideration or report)

2651.2 (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 note that the Parish Council response was sent to the Planning Inspectorate on 21st January.

To consider any matters arising or matters requiring follow-up.

To consider the MDC response

To consider any matters arising from the local group VOWEL (Villagers Opposing Warren Estate Lodges).

9.3 Local Development Plan

To consider the Parish Council response to the documents including the Call For Sites information. Deadline 14th March.

9.4 Limebrook Way School consultation

To consider if the Parish Council should make a response.

10. To receive reports of the County and District Councillor's.

To note the election to select a District Councillor for the Ward in which Woodham Walter sits takes place on Thursday 24th February and a full list of candidates is available for inspection.

11. Financial Matters (for consideration or report)

11.1 The Summary of Accounts to date (Draft 08/02/2022). This includes all transactions since the January meeting.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
10-Jan-22	Balance			20566.49
14-Feb-22	Transferred to Community Account		2000.00	18566.49
Community Account				
10-Jan-22	Balance			370.46
28-Jan-22	Barclaycard Refund	127.25		497.71
14-Feb-22	Transfer from Business Reserve	2000.00	0.00	2497.71
14-Feb-22	February Debits (Estimate)		2018.84	478.87

11.2 To agree the payments as listed in the payment schedule for February.(Draft 08/02/2022)

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

FEBRUARY PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
11.2.1	Npower (Estimate)	DD	55.79	2.66	53.13
11.2.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
11.2.3	Mrs J Bannerman (Salary & Allowance)	BACS	1032.36	0.00	1032.36
11.2.4 *	Barclaycard	DD/BACS	143.34	14.15	129.19
11.2.5	Woodham Walter Women's Club (Hire of Hall 2021)	BACS	50.00	0.00	50.00
11.2.6	MDC - Community Engagement Team	BACS	589.01	98.17	490.84
11.2.7	Woodham Walter Village Hall (Hire of Hall)	BACS	20.00	0.00	20.00
11.2.8	A&J Lighting Solutions (Annual Maintenance)	BACS	73.14	12.19	60.95
11.2.9	Land Registry	101631	30.00	0.00	30.00

* Barclaycard payments:

08/01/2022	ALCC Membership	40.00
13/01/2022	Chelmsford.Gov (Parking)	5.20
13/01/2022	Essex Record Office	13.25
17/01/2022	Amazon (Ink Cartridge)	14.99
20/01/2022	Executive Retail (Condolence Book)	69.90
TOTAL	(inc. VAT: £14.15)	143.34

To note the following Barclaycard payments are scheduled for February

25/01/2022	Post Office Ltd (Stamps)	0.96
------------	--------------------------	------

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

11.4 Internal Auditor – to consider appointing a new Internal Auditor.

11.5 S137 Expenditure for the Condolence Book (Ref: Operation London Bridge)

To approve that expenditure will be authorised under S137 of the Local Government Act 1972

12. Other Council Matters (for consideration or report)

12.1 Community Engagement Team (CET) To note December/January Reports

12.2 Woodham Walter Common – Essex Wildlife Trust (EWT)
12.2 (a) to note any updates received from EWT (check on tree)

12.3 Memorial Garden Ownership

Work is in progress on this matter. The Clerk and Chairman have reviewed the evidence and drafted the application forms. To authorise that the Clerk should proceed and place the application.

12.4 Platinum Jubilee Considerations – Meeting due to take place on 21st February.

12.5 Email/Website

12.6 Council Policies for adoption

12.6 (a) Update to Banking Policy.

12.6 (b) Health & Safety Policy.

12.7 Allotments Report

12.8 Climate Change

12.8 (a) Cllr. Rushton to report on attendance at training event run by EALC

12.8 (b) Sustainable Danbury – Community Energy Benefit Society

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. There continue to be various road closures for Broadband works in and around the village over the next few weeks and Road Closure notice for Hoe Mill Bridge for 2 weeks from 7th February. Attention to signage requested through County Cllr. Fleming.

13.4 The Cottage, Bassetts Lane – to note the Traffic Regulation Order

14. Local Issues (for consideration or report)

14.1 Bell Meadow & Memorial Garden

14.1.(a) Football Goals – To note that the welder has attended to fix the post. Clerk to arrange for Skippers to move the goals to new anchor position.

14.1.(b) Playground - To note inspections and any matters arising.

14.1 (c) Memorial Garden – To note that bulbs have been planted by Mr & Mrs Wheadon.

14.1 (d) DofE Volunteers – To note continued attendance

14.1 (e) Wildflowers – to note that these have been sown by Skippers/Mr & Mrs Wheadon

14.1 (f) Councillors are 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.

To consider the Parish Council representative for the BMVA committee

14.6 Queen Victoria Public House – to note that the Landlords are due to move to a new premises in Chelmsford.

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 March 2022 at 8pm at Woodham Walter Women's Club.

18. The Chairman To Close the Meeting

Dated: 8th February 2022