

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 March 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 14th February 2022.**
5. **Matters Arising - Progress report (not for resolution)**
6. **Public Forum**
7. **Enforcement**
 - 7.1 (a) Discussion with **Michael Johnson**, Lead Specialist Development Management, Maldon District Council
 - 7.1 (b) Warren Lodges Closure Period and Warren Lodges planning conditions generally
 - 7.1 (c) Updates on open cases
8. **Planning – APPLICATIONS RECEIVED (for consideration or report)**
 - 8.1 **HOUSE/MAL/22/00365** Fort Cottage, The Street
Demolition of existing porch and construction of porch.
 - 8.2 **HOUSE/MAL/22/00367** Fort Cottage, The Street
Proposed single storey rear extension and conversion of garage to habitable space.
 - 8.3 To note any other planning applications received.
9. **Planning – DECISIONS (for consideration or report)**
 - 9.1 To note any planning decisions for report.
10. **Other Planning Matters (for consideration or report)**
 - 10.1 **Appeals – Decisions and applications (for consideration or report)**
 - 10.1 (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 appeal will now be decided at an inquiry and to note the details of the information received.
To note information received from VOWEL.
To consider any measures that the Parish Council should take towards the inquiry
 - 10.2 **Local Development Plan – to note that the Parish Council response has been submitted.**
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 February meeting (Draft).

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
14-Feb-22	Balance			18566.49
07-Mar-22	Interest Received	0.51		18567.00
14-Mar-22	Transferred to Community Account		1750.00	16817.00
Community Account				
14-Feb-22	Balance			434.87
18-Feb-22	Easyfundraising - Playground	17.81		452.68
14-Mar-22	Transfer from Business Reserve	1750.00		2202.68
14-Mar-22	March Debits (Estimate)		1684.18	518.50

12.2 S137 Expenditure for the Picture Frames (Ref: Operation London Bridge) (ref: 12.6.4)

To approve that expenditure will be authorised under S137 of the Local Government Act 1972 (enables local councils to spend a limited amount of money (2021/22 £8.41 per elector) x467 for purposes for which they have no other specific statutory expenditure).

12.3 Npower (ref: 12.2.6) – Clerk has contacted Npower as no invoices have been received since December and only one Direct Debit payment has been made. It is possible that bills will be received quarterly but await confirmation.

12.4 Playground Bench(ref: 12.6.6) – the bench has been purchased and delivered. Quotation from Skippers for installation £130.00 (this has been queried and await response).

12.5 Staff pay scales & Pension. (Ref: 12.6.3 and 12.6.7)

This agenda item to be held in closed session at the end of the meeting. The Press and Public to be excluded due to confidential nature of business. (Public Bodies (Admission to Meetings) 1960, S1(2) and Local Government Act 1972, s100 (2)).

12.6 To agree the payments as listed in the payment schedule for March.

Woodham Walter Parish Council Schedule of Payments – Monday 14th March 2022 (DRAFT)

MARCH PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
12.6.1	Npower (Estimate)	DD	55.79	2.66	53.13
12.6.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
12.6.3	Mrs J Bannerman (Salary & Allowance & Back Pay)	BACS	939.82	0.00	939.82
12.6.4	Barclaycard (Postage/Picture Frames/Bench)	DD	227.60	30.83	196.77
12.6.5	HMRC ¼ly Payment (Est)	BACS	232.77	0.00	232.77
12.6.6	Skippers Ground Maintenance (Bench Installation) (Estimate)	BACS	156.00	26.00	130.00
12.6.7	Nest Pension (Estimate)	DD	47.00	0	47.00

* Barclaycard payments:

25/01/2022	Post Office Ltd (Stamps)	0.96
08/02/2022	Boldon Picture Framing (Op LB)	21.64
11/02/2022	Corido (Bench for Playground)	205.00
TOTAL	(inc. VAT: £30.83)	227.60

To note the following Barclaycard payments are scheduled for March

24/02/22	Post Office Ltd (Postage)	3.79
02/03/22	Fasthosts Internet Ltd (Emails)	8.64
	Trees/Jubilee Expenditure	tbc

BACS payment for October Payments Part 3 was paid on 18/02/22 and December Payments Part 2 is still awaiting invoice, this has been chased with Skippers.

The BACS payments for March will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 16th March 2022. The items shown as estimates will be drawn up for payment after receipt of invoice and authorisation.

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

12.4 End of the Financial Year. To note that 31/03/2022 is the end of the Financial Year and the RFO will complete the relevant procedures.

13. Other Council Matters (for consideration or report)

13.1 Community Engagement Team (CET) To note February Report

13.1 (a) To note the February report

13.1 (b) To consider to 2022/23 service requirement

13.2 Woodham Walter Common – Essex Wildlife Trust (EWT)

13.2 (a) to note that works have been instigated to create the Wildlife Ride.

13.2 (b) to note any other updates received from EWT

13.2 (c) to note any updates regarding dangerous tree FP7

13.3 Memorial Garden Ownership

To note that the application has been sent to HR Land Registry and acknowledgement received although they are currently experiencing a high volume of applications so there will be a delay.

13.4 Platinum Jubilee Considerations – Cllr. Symons to report on progress including tree and street party

13.5 Email/Website – Clerk/Cllr. Brown to report on progress

13.6 Allotments Report

13.7 Climate Change

13.8 Litter Pick – despite a low turn out the volunteers managed to litter pick most of the village.

13.9 Annual Parish Meeting & Report.

13.10 Food Provision Workshop – To note that Cllr. Symons, Cllr. Hughes and the Clerk will attend.

14. Highways & Infrastructure (for consideration or report)

14.1 Various matters on-going as detailed in the Highways log.

14.2 Broadband Update.

14.3 Road Closures.

14.4 Street Lights – To consider replacement to LED streetlights. Cllr. Bunn to report.

15. Local Issues (for consideration or report)

15.1 Bell Meadow & Memorial Garden

15.1.(a) Football Goals – clerk has arranged for the goals to be moved.

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

15.1 (c) Memorial Garden – To note any matters arising

15.1 (d) DofE Volunteers – To note continued attendance

15.1 (e) 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.

15.5 Bell Meadow Village Association. Saturday 10th September 2022. To note any updates.

15.6 Ride London 27-29th May – various road closures expected in Essex. To note that the Elite Ladies race will come through Woodham Walter on Friday 27th May (estimated between 12-3pm) and will include various road closures.

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:

Annual Parish Meeting – Monday 4th April 2022 at 8pm in Woodham Walter Village Hall

Ordinary Parish Council meeting - Monday 11th April 2022 at 8pm at Woodham Walter Women's Club.

19. The Chairman To Close the Meeting

20. Agenda Item. 12.5

Dated: 8th March 2022