

MINUTES

Minutes of Ordinary Meeting of Woodham Walter Parish Council.

Held at 7.00pm at Woodham Walter Women's Club.

Monday 10th January 2022

Present:

Cllr. James Rushton (Chairman)

Cllr. John Brown

Cllr. James Bunn

Cllr. Jenny Hughes

Cllr. Joanna Symons

Cllr. John Tompkins

Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)

County Councillor Jane Fleming (in attendance 7.55pm-8.55pm)

Public: None

2643. Welcome Cllr. Rushton welcomed those present to the meeting.

2644. To report, approve and record apologies for absence

RESOLVED to accept apologies received from District Councillor Mark Durham.

2645. 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. As previously reported re: Warren Estate, Cllr. James Rushton has declared a non-pecuniary interest as his wife is a member at Warren Active and Cllr. Joanna Symons has declared non-pecuniary interest in the Warren Estate as she is a member at Warren Active. There were no other interests declared.

2646. To approve minutes of Ordinary Parish Council Meeting held on Monday 13th December 2021 and the Extra-Ordinary Parish Council Meeting held on Monday 5th January 2022.

RESOLVED the minutes of the Parish Council meetings be approved and signed as a true record.

2647. Matters Arising - Progress report (not for resolution)

The Progress Report compiled by the Clerk was noted. Matters arising are contained within the agenda.

2648. Public Forum

There were no members of the public present. It was agreed that comments received from members of the public regarding The Warren Appeal would be raised under the agenda item.

2649. Planning – APPLICATIONS RECEIVED (for consideration or report)

2649.1 There were no planning applications to consider.

2650. Planning – DECISIONS (for consideration or report)

2650.1 TCA/MAL/21/01127 Chelmer & Blackwater Navigation

APPROVE

Various works to trees on the Chelmer & Blackwater Navigation over a 5 year period in accordance with submitted Tree Management Plan.

2651. Other Planning Matters (for consideration or report)

2651.1 Enforcement

2651.1 (a) There were no updates on open cases.

2651.1 (b) Warren Lodges Closure Period – The Community Engagement Team are unable to carry out checks as this is done by the Enforcement team.

RESOLVED to write again to the Enforcement team and remind them of the closure period from 15th – 28th January and ensure that they are planning to make visit/s to monitor.

2651.1 (c) Report on meeting with Damien Ghela, Lead Specialist Communities (responsible for Environmental Services, Housing, Waste Management and Community Safety).

RESOLVED to accept the notes on the discussions which had taken place including Mr Ghela's indication that in future the Parish Council will be included as a consultee in License applications. Write again to Mr Ghela to request copies of the Licenses (The Warren Golf Club/The Warren Lodges/Bunsay Downs) as agreed. Also, to ask who is the Supervisory Licensee.

2651.1 (d) RESOLVED to ask Enforcement to investigate a letter of support which has appeared on the Warren Lodges planning pages which appears to be from a lodge resident.

2651.1 (e) RESOLVED to ask Enforcement/Conservation Officer to look at the new lighting column which has been erected in the Warren car park which is considered to be out of keeping and could cause a nuisance to the curtilage and surrounding area of the Listed Building.

2651.1 (f) RESOLVED to raise a query with Enforcement regarding agricultural ties on properties in the village.

2651.2 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 consider any matters arising from the Extra-Ordinary meeting held on Wednesday 5th January 2022.

Councillors considered the most recent revisions to the document and thanked Cllr. John Tompkins for the work he has put into researching and coordinating information and producing the response which is considered an extremely professional document offering robust evidence for refusing the appeal.

RESOLVED to consider additional matters and some minor corrections raised by councillors/clerk and local residents. Including but not limited to: The Pavilion; Evidence regarding existing lodges (e.g. sale/electoral roll/evidence in responses to application); Overgrown hedges impeding site lines; Inspectors report re: application for houses Ref APP/X1545/W/15/3130915 (FUL/MAL/15/00047);

It was noted that the Parish Council guidance leaflet had been distributed to all properties in the parish over the weekend and that several residents had been in touch to note their appreciation. It is hoped

that the leaflet will help to encourage residents to make responses to the Planning Inspectorate. The leaflet had also been emailed to the Village Email list.

In the absence of a District Council representative for Woodham Walter (due to the resignation of Cllr. Jarvis (Minute ref: 2652) and the Pecuniary Interest of Cllr. Durham) County Cllr. Fleming advised that she will raise the case with MDC Planning Officers and seek assurance that suitable attention is being given to the appeal response.

It was noted that a local group of residents are considering appointing a barrister for the appeal.

RESOLVED that the group should be supported by publicising information through the Village email and asking the group to keep the Parish Council apprised of their progress and to provide additional guidance.

2651.2 (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.

It was noted that the Parish Council response was submitted.

2652. To receive reports of the County and District Councillor's.

To note that District Councillor Karl Jarvis has resigned his position and that the Notice of Casual Vacancy has been published.

RESOLVED to write to Mr Jarvis and convey the gratitude of the Council for all he has done for the village during his tenure.

It was noted that Cllr. Fleming had submitted a written report with information on: Vaccine hub & transport volunteers needed; Net Zero: Making Essex Carbon Neutral unveiling it's £200m Climate Action Plan; Carbon Cutting Transport strategy consultation; National Tree Week; Green Homes Grants; Plusbus; Working Well programme offering health and wellbeing support;

The County Council and District Council are currently budget setting and Council tax rises are inevitable. Cllr. Fleming also advised that there are Essex Highways webpages for Papermill Bridge and Hoe Mill Bridge and reminded that Hoe Mill Bridge will be closed for 2 weeks from 7th February.

Cllr. Fleming was advised about Highways issues within the village which she will investigate further.

- Old London Road – temporary fencing. Councillors were of the opinion that the temporary fencing serves no useful purpose and is an eyesore in the countryside. The barrier permanent should be fixed.
- Blue Mill Lane – parking area appears to have been created with gravel and hedge planting. Councillors do not object to the parking but the gravel is considered a dangerous feature.
- Width Restriction Signage – the new permanent signs at the Runsell Green junction are not positioned at the correct angle so that if you approach from the Danbury direction you cannot see the signs. The temporary width restriction signs between Runsell Green, through Woodham Walter, to Hatfield Peverel should be removed.

Cllr. Fleming then left the meeting room.

2653. Financial Matters (for consideration or report)

2653.1 The Summary of Accounts to date. This includes all transactions since the December meeting.

Summary of Accounts to date

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)		971.46	497.71

RESOLVED to accept the Summary of Accounts.

2653.2 To agree the payments as listed in the payment schedule for January.

Woodham Walter Parish Council Schedule of Payments

	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
2653.2.1	Npower	DD	55.79	2.66	53.13
2653.2.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
2653.2.3	Mrs J Bannerman (Salary & Allowance)	BACS	689.70	0.00	689.70
2653.2.4	National Society of Allotment & Leisure Gardeners	BACS	66.00	11.00	55.00
2653.2.5	EALC (Training - Climate Crisis Conference)	BACS	60.00	10.00	50.00
2653.2.6	Barclaycard (Stationery/Playground Meeting)	DD	58.84	1.00	57.84
2653.2.7	LJ Print (Warren Appeal Leaflets)	BACS	15.93	0.00	15.93

* 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. The explanation for the payment made in error was accepted and the Banking Policy will be updated to reflect this.

RESOLVED the payments as listed in the payment schedule be approved. The invoices were authorised and the Payment Schedule duly signed by the Chairman and Parish Clerk/RFO.

2653.3 Review of Bank Statements, Credit Card Statements and Account sheets for December.

Councillor Brown confirmed that he had carried out the review for December and found them to be reconciled correctly.

2653.4 2022/23 Budget & Precept Request

Councillors discussed budget considerations and precept request for 2022/23 along with the 3-year forecast. Including in 2022/23 provision for the Platinum Jubilee celebrations, general maintenance, street light upgrade, contingency for possible devolution of the Public Rights of Way maintenance, administration requirements to enable the Parish Clerk/Councillors to carry out functions of the council as well as taking into account impacts such as increased staff hours and pension costs. The calculations indicate that the precept should be increased by 8% in order to meet all council spending commitments and to enable appropriate reserves to be maintained at the recommended 50% of Precept level.

Cllr. John Brown proposed and Cllr. Peter Warren seconded that the precept for 2022/23 be increased by 8% (£1965) to a figure of £26,000 (equivalent to an annual Band D amount of £95.62, an increase of £8.29) this was supported by all Councillors. This represents £7.94 per month per band D property for all the services carried out by the Parish Council for the village of Woodham Walter which Councillors consider continues to be an appropriate and justifiable request.

RESOLVED to request £26,000 Precept. Clerk to issue paperwork to Maldon District Council with precept demand.

2654. Other Council Matters (for consideration or report)

2654.1 Community Engagement Team (CET) December Report awaited.

2654.2 Woodham Walter Common – Essex Wildlife Trust (EWT)

2654.2 (a) to note any updates received from EWT

It was noted that a dangerous tree on the FP7 near Common Lane had been reported to the landowner (Warren Estate) and that they have been requested to attend.

2654.2 b) to sign the Service Level Agreement

RESOLVED that the Clerk will deliver the agreement to the Chairman for signature.

2654.3 Memorial Garden.

It was noted that work is in progress on these matters.

2654.4 Platinum Jubilee Considerations

Ideas for a Village celebration were discussed including the venue which could possibly be Top Road or Bell Meadow. The logistics of these locations will be considered. There will be a memento for children purchased. The School and Tadpoles will be included in discussions.

RESOLVED that Cllr. Joanna Symons will lead a Working Party to arrange a Village Platinum Jubilee Celebration on Sunday 5th June 2022. A meeting will be arranged for interested persons on Wednesday 9th February.

2654.5 Email/Website

It was noted that the work is in progress for these matters.

2654.6 Council Policies

2654.6 (a) Update to Banking Policy.

2654.6 (b) Health & Safety Policy.

RESOLVED to defer these items to the February meeting.

2654.7 Allotments Report

Cllr. Rushton reported that the fencing is rotting in places and discussions are on-going regarding this matter.

2655. Highways & Infrastructure (for consideration or report))

2655.1 Various matters on-going as detailed in the Highways log.

2655.2 Broadband Update. It was noted that BT are due to attend Blue Mill Lane/Curling Tye Lane/Manor Road in April, it is disappointing that there has been a further delay.

2655.3 Road Closures. Councillors noted that there continue to be various road closures for Broadband works in and around the village over the next few weeks and that there is also a Road Closure notice for Hoe Mill Bridge for 2 weeks from 7th February.

2655.4 Double Yellow Line application at Top Road junction. To consider if the Council supports re-applying having reviewed the information.

Whilst Councillors agree that ideally something should be done at this junction to improve safety, the likely cost is in the region of £2.5k which the Parish Council does not have a budget for. From the 2017 application, we already know that the proposal for parking restrictions does not meet the criteria for works to be carried out by Essex County Council Highways or the South Essex Parking Partnership. Therefore, to re-apply is unlikely to result in any benefit.

RESOLVED that councillors do not support the proposal to re-apply.

2655.5 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.

RESOLVED to request that these commercial signs are removed. Clerk to contact MDC/Highways.

2656. Local Issues (for consideration or report)

2656.1 Bell Meadow & Memorial Garden

2656.1.(a) Football Goals – The additional anchors have been installed and the goal posts can now be rotated. Clerk to ask Skippers to rotate them between the different locations. Cllr. Bunn has requested that the welder attends to mend the broken bar.

2656.1.(b) Playground – Minor maintenance issues were noted . The bin has now been installed thanks to Nigel Cornwell. Clerk to notify MDC.

2656.1 (c) Memorial Garden – mud/moss under bench has been cleared.

2656.1 (d) DofE Volunteers – continue to water. They also did a litter pick and assisted with delivering the Parish Council Warren Appeal leaflets.

2656.1 (e) Wildflowers – noted that a wildflower area has been established. DofE volunteers to water.

2656.1 (f) Councillors were reminded to update excel document in OneDrive and report any issues to the Parish Clerk.

2656.2 Footpaths Report. Cllr. Warren reported : the New Year's Day walk had been well attended with about 41 taking part; Due to staff changes the PROW officer is changing from Nicky Coleman to Roy Read; Broken Stile at FP3 (Bassetts Lane) will be reported again as the case was closed without fixing the problem; FP 12 (Water Pump track) broken post logged; FP7 (Common Lane through Common) tree across the path had been cleared by Chris Wheadon and Neil Bedford (EWT) and a broken bough has been reported to The Warren;

2656.3 School Report. Cllr. Symons did not have any updates to report.

2656.4 Crime Reports/Neighbourhood Watch Report. It was noted that there had been some fly tips just inside a field on Curling Tye Lane.

2656.5 Bell Meadow Village Association. Saturday 10th September 2022.

At the next Parish Council meeting, Councillors will consider the Parish Council representative for the Bell Meadow committee as Cllr. Hughes is not available to attend the event due to a prior engagement.

2657. 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.

2658. Points of Information/Items for future agenda

None

2659. Date of Next Parish Council Meeting:

Ordinary Parish Council meeting - Monday 14th February 2022 at tbc at Woodham Walter Women's Club.

2660. The Chairman Closed the Meeting at 9:45pm

Signed

Dated