

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 February 2023 at 8.00pm. All councillors are hereby summoned to attend. Members of the public and press are cordially invited to attend.

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)
4. **Public Forum**
5. **To approve the minutes of the Ordinary Parish Council Meetings held on Monday 9th January 2023.**

6. **Matters Arising - Progress report (not for resolution)**

The report compiled by the Clerk to be noted. Matters for report are contained within the minutes.

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

7.1 23/00005/WTPO 2 Redgates, Old London Road

T1 Sycamore - Fell to ground level

T2 Horse Chestnut - Prune/ crown lift branches which is in close proximity to the garage by 2.5 metres to the North Western elevation to create a crown clearance of 3 metres. Prune the southeastern elevation by 2.5 metres to create a 2.5m clearance from the main house but only the branches in close proximity to the dwelling.

To note that due to the deadline a response had been sent under delegated powers. No objections raised but commented that the council relies on the expertise of the tree officer.

7.2 To note any further applications received.

8. **Planning – DECISIONS (for consideration or report)**

8.1 22/01198/PDE 7 Church Corner REFUSE (DEL)

Single storey rear extension which would extend beyond the rear wall of the original house by 4.60m, maximum height of 3.15m and the maximum height to the eaves of 2.85m

8.2 22/00720/FUL Plot 1, Land North of Oak Farm REFUSE (DEL)

Construction of new 4-bedroom dwelling.

8.3 To note any other decisions received.

9. **Planning - Enforcement**

9.1 To receive any updates from Mr William Coleman from Maldon District Council (MDC).

9.2 To consider response regarding Stage 2 complaint made to MDC about Enforcement procedures.

9.3 To note any other enforcement matters.

10. **Other Planning Matters (for consideration or report)**

10.1 Little Baddow NP Consultation

10.2 Danbury NP Consultation

10.3 Hatfield Peverel NP update

10.4 NPPF Consultation

11. **Climate Action – Councillor Rushton to report**

To receive and consider the notes from the Climate Action meeting held on Wednesday 25th January.

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

13. Financial Matters (for consideration or report)

13.1 To receive the Summary of Accounts to date. This includes all transactions since the January meeting. (Estimate)

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
09-Jan-23	Balance			26022.57
12-Feb-23	Transfer to Community Account		1800.00	24222.57
Community Account				
09-Jan-23	January Debits			663.86
12-Jan-23	Weedon (Donation from Allotments Association)	50.00		713.86
12-Feb-23	Refund from TSO Host to Barclaycard	26.14		740.00
12-Feb-23	Transferred from Business Reserve	1800.00		2540.00
12-Feb-23	February Debits		1937.23	602.77

13.2 To authorise the payments as listed in the payment schedule for February (Estimate)

FEBRUARY PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
13.2.1	Searches UK Ltd	BACS	30.66	5.11	25.55
13.2.2	National Society of Allotment & Leisure Gardeners	BACS	66.00	11.00	55.00
13.2.3	Npower	DD	35.27	1.68	33.59
13.2.4	A&J Lighting Solutions	DD	25.20	4.20	21.00
13.2.5	Mrs J Bannerman (Salary & Allowance)	BACS	886.00	0.00	886.00
13.2.6	Nest Pension (Employer £58.49 Employee £93.58)	DD	152.07	0.00	152.07
13.2.7	Barclaycard (Fasthosts, ALCC) (TSO Refund 26.14)*	DD	86.42	6.07	80.35
13.2.8	Esliip Payroll	DD	20.36	3.39	16.97
13.2.9	A&J Lighting Solutions (Brook Close Maintenance Part 2) ESTIMATE	DD	175.20	29.20	146.00
13.2.10	Woodham Walter Women's Club (Hire of hall)	BACS	195.00	0.00	195.00
13.2.11	A&J Lighting Solutions (Church Corner) (ESTIMATE)	DD	175.20	29.20	146.00

* Barclaycard payments: (January Statement)

	Fasthosts	29.90
	Fasthosts (Mailbox Clerk)	6.52
	Assoc. Local Council Clerks Membership	50.00
TOTAL	(inc. VAT: £6.07)	86.42
	TSO Host Refund	26.14CR
TOTAL		60.28

To note the following Barclaycard payments are scheduled for March Statement.

	Fasthosts	29.90
	Fasthosts (Mailbox Clerk)	6.52

The BACS payments for February will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 16th February 2023.

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

13.4 To consider if a volunteer Councillor can take on the role of seeking grant funding.

13.5 To approve signing up to new financial accounts package with SCRIBE.

14. Other Council Matters (for consideration or report)

14.1 Community Engagement Team (CET)

14.2 Woodham Walter Common – Essex Wildlife Trust (EWT)/Living Landscapes. Await update.

14.3 Allotments Report – Receipt of donation.

14.4 Local Council Awards Scheme – Following feedback received from panel. To adopt updated Grievance & Disciplinary Policy.

14.5 HM King Charles III Coronation – Cllr. Symons to report.

To receive and consider the notes from the Coronation meeting held on Monday 30th January.

14.6 Grass Cutting Tender – Deadline 28th February. To be decided at the March meeting.

14.7 Elections – May 2023

15. Highways, Transport & Infrastructure (for consideration or report)

- 15.1 Various matters on-going as detailed in the Highways log
- 15.2 Salt bin – await response re: salt stocks from Skippers
- 15.3 Await confirmation regarding route of Women’s Cycle Race
- 15.4 20’s Plenty Campaign – To consider joining campaign
- 15.5 Rectory Road - Verge parking
- 15.6 Church Hill narrow path – not taken on by Highways Rangers. To consider.
- 15.7 Street Lights
 - (a) Brook Close (Repaired again)
 - (b) Church Hill (Needs repair – consider for LED replacement?)
- 15.8 Healthcare – following press report of meeting organised by MP John Whittingdale regarding Maldon Healthcare; to consider writing to our MP, Priti Patel regarding healthcare in Danbury.

16. Local Issues (for consideration or report)

- 16.1 Bell Meadow & Memorial Garden
 - (a) Annual Safety Report recommendations - ongoing
 - (b) Football Goals.
 - (c) Playground Report
 - (d) Memorial Garden
 - (e) Woodland Trust Hedging pack due 6-17 March. Arrange working party.
 - (e) To consider any other matters for report.
- 16.2 Footpaths Report – Cllr. Warren
- 16.3 School Report - Cllr. Symons (Parish Council representative on Governing Body).
- 16.4 Crime Reports/Neighbourhood Watch Report.
 - a) Various reports and newsletters (none specific to WW)
 - b) Some incidents of hare coursing have occurred in the village. Please report any sightings to the Police.
 - c) Abandoned car reported to police who attended. Thanks to vigilance of local resident.
- 16.5 Litter
 - (a) Litter Pick – Saturday 11th February
 - (b) Fly tip opp. Blue Mill reported to landowner and cleared
 - (c) Bin o/s Tadpoles – over filled and reported to MDC for more frequent emptying.
- 16.6 Village News Magazine – to note current situation re: printing costs/request for donations etc.
- 17. **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.
 - a) Community Agent Info Sheet
 - b) Essex Police Marine Unit Newsletter
 - c) Rural Crime Open Day – 10th March
 - d) Voter ID information
 - e) Letter from School re: classroom delivery
 - f) Essex Police Rural Eng Team Newslette
 - g) Cost of Living Support info
 - h) Warbler February

18. Points of Information/Items for future agenda

19. Date of Next Parish Council Meeting:

Next scheduled Ordinary Parish Council meeting - Monday 13th March 2023 at 8pm at Woodham Walter Women’s Club.

- 20. The Chairman to close the meeting

Dated: 7th February 2023