

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 March 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 13th February 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 23/00154/LDE Annexe at Guys Farm, Manor Road
Use as a single dwelling house (and its associated curtilage) within Class C3 of the Town and Country Planning (Use Classes) Order 1987 (as amended) of the property known as Guys Farm Cottage, Manor Road.
 - 7.2 23/00106/FUL 1 Whitehouse Cottages, Blue Mill Lane
Demolition of existing stables and outbuildings. Construction of a two storey outbuilding incorporating stables, garage and hobby room with solar panels.
 - 7.3 To note any further applications received.
8. **Planning – DECISIONS (for consideration or report)**
 - 8.1 To note any decisions received.
9. **Planning - Enforcement**
 - 9.1 To receive any updates from Mr William Coleman from Maldon District Council (MDC).
 - 9.2 To update on the complaint made to MDC regarding Enforcement.
 - 9.3 Any other enforcement matters.
10. **Other Planning Matters (for consideration or report)**
 - 10.1 Hatfield Peverel NP update – Noted.
 - 10.2 NPPF Consultation – Cllr. Tompkins to update
 - 10.3 Response is awaited from MDC regarding the technical query raised about the COUPA approval at Oak Farm.
11. **Climate Action – Councillor Rushton to report (See also Agenda item 14.2)**
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 February meeting.
 - 13.2 To authorise the payments as listed in the payment schedule for March (Estimate)

FEBRUARY UPDATED/OUTSTANDING PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
2885.2.8	E-Slip Payroll (Increase)	DD	21.95	3.66	18.29
2885.2.9	A&J Lighting (Brook Close) Await Invoice ESTIMATE	BACS	175.20	29.20	146.00

MARCH PAYMENTS					
13.2.1	A&J Lighting Solutions (Church Corner LED) EST	DD	600.00	120.00	480.00
13.2.2	Nest	DD	3.67	0.00	3.67
13.2.3	Npower	DD	30.96	1.47	29.49
13.2.4	A&J Lighting Solutions	DD	25.20	4.20	21.00
13.2.5	Mrs J Bannerman (Salary & Allowance)	BACS	712.94	0.00	712.94
13.2.6	Nest Pension (Employer £45.66 Employee £73.06)	DD	118.72	0.00	118.72
13.2.7	Barclaycard (Fasthosts)	DD	43.36	7.23	36.13
13.2.8	Eslip Payroll	DD	21.95	3.66	18.29
13.2.9	Skippers (Remove Hedge/Gritting/Grass etc) Await Invoice EST	BACS	500.00	100.00	400.00

* Barclaycard payments: (February Statement)

2 Feb 23	Fasthosts	29.90
24 Jan 23	Fasthosts (Mailbox Clerk)	6.52
6 Feb 23	Fasthosts (Linus PHP)	6.94
TOTAL	(VAT £7.23)	43.36

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

2 Mar 23	Fasthosts (Emails) (Increase)	33.30
	Fasthosts (Mailbox Clerk)	6.52

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 2023.

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

13.4 To report on setting up of new accounts package with SCRIBE.

13.5 To note the end of Financial Year 31 March 2023. Clerk to begin arranging for the End of Year accounts and AGAR to be completed. To appoint, contact and arrange for the Internal Auditor inspection. Internal Auditor as per last year.

13.6 To note that the clerk has been liaising with ESlip to sort out the issues with the Nest reporting. It is hoped that this will have finally been resolved prior to the meeting. The clerk will take over the reporting to Nest at the start of the new financial year.

14. Other Council Matters (for consideration or report)

14.1 Community Engagement Team (CET)

(a) to note February report.

(b) to consider the 2023/24 contract

(c) to note that the team will try to vary the timings of the TRUCAM visits once the clocks change and the mornings/evenings become lighter.

14.2 Woodham Walter Common – Essex Wildlife Trust (EWT)/Living Landscapes Update

Including the Wilder towns Wilder villages initiative. EWT Ecology Services available to Parish Councils.

14.3 Allotments Report

14.4 HM King Charles III Coronation – Cllr. Symons to report. Date of next meeting Monday 27th March.

14.5 Grass Cutting Tender – Cllr. Warren/Clerk to report

To consider and award the contract for the grass and hedge cutting tender 2023-2026.

14.6 Elections – May 2023

(a) Notice of Election due to be published 13th March. Deadline for nominations 4pm, 4th April 2023.

(b) Voter ID will now be required. Information available on website and via village email.

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

15.1 Various matters on-going as detailed in the Highways log

15.3 Await confirmation regarding Women's Cycle Race which is likely to be a similar route to last year (coming through Woodham Walter) on Saturday 27th May.

15.4 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.

<https://www.maldonandburnhamstandard.co.uk/news/23291468.john-whittingdale-discusses-new-healthcare-facility-plans/?ref=ebmpn>

15.5 Water leak West Bowers Road – reported to ESW

16. Local Issues (for consideration or report)

16.1 Bell Meadow & Memorial Garden

(a) Annual Safety Report recommendations - ongoing

(b) Football Goals to be moved.

(c) Playground Report

(d) Memorial Garden

- Documents submitted to Land Registry. Await response.
- No Parking Signs update

(e) Woodland Trust Hedging pack due 6-17 March. Arrange working party. Skippers due to remove dead hedging.

(e) Any other matters for report.

16.2 Footpaths Report

16.3 School Report - Cllr. Symons (Parish Council representative on Governing Body).

16.4 Crime Reports/Neighbourhood Watch Report.

a) Various reports and newsletters shared (none specific to WW)

16.5 Litter

(a) Requested Chelmsford City Council litter pick between Anchor and Warren.

16.6 Village News Magazine – to note current situation re: printing costs/request for donations etc.

16.7 Village Coffee Morning to begin in April or May.

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 Safety Briefing

b) Warbler February

18. Points of Information/Items for future agenda

19. Date of Next Parish Council Meeting:

Next scheduled Ordinary Parish Council meeting - Monday 17th April 2023 at 8pm (NB: Week later than usual due to Easter) at Woodham Walter Women's Club.

20. The Chairman to close the meeting

Dated: 7th March 2023

Mrs Jacky Bannerman (Clerk to the Parish Council)
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