

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 12th February 2024 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 (DPIs), Other Registerable Interests (ORIs), or Non-Registerable Interests (NRIs) relating to items of business on the agenda having regard 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 Meeting held on Monday 8th January 2024.

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

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

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

7.1 24/00028/HOUSE & 24/00029/LBC Bassetts, Bassetts Lane

Replacement windows on sections of northern, southern and western elevations. Replacement door on existing porch. New soil pipe on western elevation. (LBC inc. Internal alterations.)

8. Planning – DECISIONS (for consideration or report)

8.1 23/01129/HOUSE The Cottage, Bassetts Lane APPROVE

S73a application for the construction of fence and native species hedge within front garden.

8.2 23/01092/HOUSE & 23/01093/LBC Little London House, Little London Lane APPROVE

Single storey rear extension to dwellinghouse. Alterations to outbuilding comprising new internal staircase, two new conservation rooflights and new window.

8.3 Decisions are awaited on the following applications:

a) 23/01183/HOUSE Bassetts Lodge, Bassetts Lane

Construction of single storey side and two storey side and rear extensions. Extensions to first floor to include balcony. Alterations to fenestration. New patio including swimming pool and pergola. Single storey side extension to outbuilding including alterations to fenestration, installation of solar panels and EV charger(s).

Parish Council response sent: 09/01/24 – Recommend refusal.

b) 23/01235/HOUSE Granville Hall

First floor side extension and single storey rear extension.

Parish Council response sent 19/01/24 – Recommend refusal.

9. Planning - Enforcement

9.1 To consider any updates or reports.

10. Other Planning Matters (for consideration or report)

10.1 Historic complaint to MDC remains extant– await meeting date. Cllr. Morgan has been liaising, likely to be towards the end of March due to holidays.

10.2 Essex Minerals Local Plan Review – Report from Cllr. Brown & Cllr. Symons following briefing meeting. To note the consultation documents now appear on the website <https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040> Consultation 6th February – 19th March.

- a) Establish how the Parish Council will respond/if a public/extra meeting should be arranged
- b) Consider Working Group
- c) Consider how residents will be alerted to the consultation.

10.3 Solar Farm

- a) Consider any updates
- b) Consider response to LightsourceBP re: community funding

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

12. Financial Matters (for consideration or report)

12.1 To receive the Summary of Accounts to date. This includes transactions since January meeting.

Date	Unity Trust Instant Access Account	Transaction Detail	Amount In	Amount Out	Balance
02-Jan-24	Balance				28,109.53
31-Jan-24	Balance		-	-	28,109.53
12/02/2024	Transferred to Current Account			1,000.00	27,109.53
				1,000.00	27,109.53

Date	Unity Trust Current Account	Transaction Detail	Amount In	Amount Out	Balance
31/12/2023	Balance				3,634.13
11/01/2024	January Debits (#124, #131-#142,#144-#147)			2,391.31	1,242.82
02/02/2024	Wayleave payment from County Broadband		400.00		1,642.82
12/02/2024	Outstanding Payment #143		-	21.95	1,620.87
12/02/2024	Transferred from Unity Instant Access (February Payments)		1,000.00	-	2,620.87
12/02/2024	February payments (#149-#161)			2,093.55	527.32
			1,400.00	2,413.26	527.32

12.2 Summary of Payments for February

Ref:	Updated/Outstanding Payments	Payee	Method	Net	VAT	Gross
#143	Topsorce Worldwide Uk Ltd (Eslip) Payroll		DD	18.29	3.66	21.95
	Sub Total			18.29	3.66	21.95
Ref:	January	Payee	Method	Net	VAT	Gross
#149	A&J Lighting Solutions		DD	21.00	4.20	25.20
#150	Npower		DD	84.52	4.02	88.54
#151	Mrs J Bannerman (Salary/Allowance) ESTIMATE		BACS	900.00	-	900.00
#152	Nest Pension (Employer £ 60 , Employee £80) ESTIMATE		DD	140.00		140.00
#153-157	Barclaycard		DD	69.91		69.91
#158	Topsorce Worldwide Uk Ltd (Eslip) Payroll		DD	18.29	3.66	21.95
#159	Woodham Walter Village Hall (Walter's Jan x1 Feb x1)		BACS	60.00	-	60.00
#160	Maldon District Council (CET Oct/Nov/Dec)		BACS	729.54	121.59	607.95
#161	Woodham Walter Women's Club (2023 Hire of Room)		BACS	180.00	-	180.00
	Sub Total			2,203.26	133.47	2,093.55
	Total			2,221.55	137.13	2,115.50

The BACS payments for February will be drawn up by the Parish Clerk and require authorisation by two councillor signatories by Payment Date of 14th February 2024.

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

12.4 Grant Applications

- a) Research required re: goal posts/noticeboard/memorial garden signs - on-going. Clerk attended a "Meet The Funder Event" organised by Maldon CVS and gathered information.
- b) To receive any applications from local organisations – await further information from Allotment Association

13. Other Council Matters (for consideration or report)

13.1 Community Engagement Team (CET). To note reports

13.2 Woodham Walter Common – Essex Wildlife Trust (EWT). To note any updates.

13.3 Climate Action. To note any updates.

13.4 Allotments Report. To note any updates.

13.5 Council Working Groups – to consider policy.

13.6 To set the date of the Annual Parish Meeting

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

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

15. Local Issues (for consideration or report)

15.1 Bell Meadow & Memorial Garden

- a) Football Goals – broken bar
- b) Playground Report
- c) Memorial Garden
- d) County Broadband - wayleave payment received.
- e) To note any further updates

15.2 Footpaths Report.

15.3 School Report – Representative on Governing Body – Cllr. Symons

15.4 Crime Reports/Neighbourhood Watch Report.

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

15.5 Litter

- a) February litter pick date will be 10th or 17th February (weather dependent)

15.6 Walter’s Third Thursday Community Café & Soup and Social Lunch

15th February – Café. 7th March - Final Soup & Social Lunch 21st March – Café

15.7 Women’s Club – Update from Cllr. Symons (in her capacity as joint President of Women’s Club)

16. Correspondence – Various items of correspondence have been received and shared with Councillors and where appropriate the public via the website and village emails.

a) Community Forum Notes	b) Essex Police Update (various)
c) Healthy Weight Strategy	d) Meet The funder presentation
e) Members Bulletins	f) Specialist suicide bereavement info
g) Warbler February 24	h) Essex Minerals Plan Consultation

17. Points of Information/Items for future agenda

18. Date of Next Parish Council Meeting:

Next scheduled Ordinary Parish Council - Monday 11th March 2024 at 8pm in Woodham Walter Women’s Club.

19. The Chairman to close the meeting

Dated 6th February 2024

Mrs Jacky Bannerman (Clerk to the Parish Council)
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