

MINUTES

Minutes of Ordinary Meeting with Annual General Meeting of Woodham Walter Parish Council.

Held at 8.00pm at Woodham Walter Women's Club.

Monday 13th May 2024

Present:

Cllr. John Brown (Chairman)

Cllr. James Bunn

Cllr. Jenny Hughes

Cllr. James Rushton

Cllr. John Tompkins

Cllr. Peter Warren

Others: Jacky Bannerman (Parish Clerk)

District Councillor Mark Durham (In attendance until 9.15pm)

District Councillor Simon Morgan (in attendance until 9.15pm)

Councillor Abdul Hafiz (Essex Association of Local Councils) (in attendance until 9.15pm)

Public: 3 (In attendance until 9.15pm)

3190. Election of Chairperson

Nominations were invited for the position of Chairperson. Councillor Peter Warren Proposed and Councillor James Bunn Seconded Councillor John Brown. There were no further nominations. All Councillors voted in agreement and Councillor John Brown was duly elected to the position of Chairperson.

The Council passed a vote of thanks to the outgoing Chair for his service during the last three years. Cllr. James Rushton thanked Members and the Clerk for their support and contribution during his term of office.

3191. Election of Vice Chairman

Nominations were invited for the position of Vice Chairperson. Councillor John Tompkins Proposed and Councillor John Brown Seconded Councillor Jenny Hughes. There were no further nominations. All Councillors voted in agreement and Councillor Jenny Hughes was duly elected to the position of Vice Chairperson.

3192. Declarations of Acceptance of Office

All councillors present signed the forms which were then counter signed by the Parish Clerk as proper officer of the council.

RESOLVED that Cllr. Joanna Symons can make her Declaration of Acceptance of Office at or before a later meeting.

3193. To report, approve and record apologies for absence

RESOLVED to accept apologies received from Parish Councillor Joanna Symons and County Councillor Jane Fleming.

3194. Register of Members Interests Councillors were reminded they need to complete their disclosed interests on the Maldon District Council on-line form if they have not already done so. Councillors were reminded that this should be updated whenever Councillors have an update at any time of the year but needs updating at least on an annual basis (usually in May) in order to confirm that all details are up to date.

3195. 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).

It was confirmed the Dispensation as granted will remain in place until May 2027.

Cllr. James Rushton declared an interest in any discussions regarding the school as he is a Church Warden and his spouse is a school governor. There were no other interests declared and the register was duly completed.

3196. Public Forum

There were 3 members of the public present to observe the meeting and they did not have any comments.

3197. To adopt the Maldon District Council Local Code of Conduct

It was noted that there were no changes. Cllr. John Tompkins proposed and Cllr. James Rushton seconded that the Maldon District Council Local Code of Conduct be adopted. This was agreed by all councillors.

RESOLVED that the Maldon District Council Local Code of Conduct be adopted.

3198. Reviews & Adoptions

3198.1 Standing Orders

It was noted that a review had been conducted including minor changes such as spacing and the following changes:

- 3l Meetings Generally - Added reference to policy for Recordings of meetings,
- 6a The Chair or Vice Chair can call an extra ordinary meeting (added Vice Chair to guard against the Chair being on holiday when an Extra Ordinary meeting is required to be called).
- 15b xiv Added that the record of planning applications can be kept electronically
- 18d iii Updated to allow for easier advertising (removed the requirement for advertising in a Local Newspaper and added that an invitation to tender shall be advertised in any manner that is appropriate).
- 18d iv Updated to allow tenders to be received by email.

Cllr. James Bunn proposed and Cllr. Peter Warren seconded that the amended Standing Orders be adopted. This was agreed by all councillors.

RESOLVED to adopt the Standing Orders.

3198.2 General Power of Competence

It was noted that this remains in place until May 2027.

3198.3 To consider adopting the following policies, procedures and protocols.

Cllr. Peter Warren proposed and Cllr. John Tompkins seconded that the following procedures and policies be adopted, where noted with no changes (NC) or with changes as notes detail.

- (a) Council's complaints procedure (NC)
- (b) Equality and Diversity Policy (NC)
- (c) Media Policy (NC)
- (d) Staff Appraisal Policy & Staffing Committee & Staffing Sub Committee Terms of Reference. (NC)
- (e) Council's Freedom of Information procedure and publication scheme (NC)
- (f) Financial Regulations (*NEW NALC Model Financial Regulations 2024 including relevant adaptations to suit this council*)
 - Investment Strategy (NC),
 - Financial Risk Assessment (*updates to signatories see also Min Ref: 3206.4*)
 - Banking Policy (*updates to signatories see also Min Ref: 3206.4*)
 - Reserves Policy (NC)
 - Fixed Assets Policy (NC)
 - Review of Fixed Assets (*Not new, but not been reviewed at AGM before as per Standing Orders*)
 - Direct Debits and Regular Payments (NC)
 - Review of Memberships & Subscriptions (*New, as per Standing Order*).
- (g) Community Engagement Strategy (NC)
- (h) Risk Management Policy (NC)
- (i) Business Continuity Plan (*updated contact details*)
- (j) Data Breach Process (NC) / Data Protection Policy (NC) / Data Audit Retention Policy (*Not new but not been reviewed at AGM before as per Standing Orders*)
- (k) GDPR Privacy Notice and Policies (NC)
- (l) Annual Contributions to Local Organisations and Rules & Guidance for Grants & Donations Policy (NC)
- (m) Safeguarding Policy (NC)
- (n) Privacy Policy (NC)
- (o) Training and Development Policy (NC)
- (p) Health & Safety Policy (NC)
- (q) Grievance & Disciplinary Policy (NC)
- (r) Neighbour Consultations Policy (*Minor update as councillors may not have access to documents*)
- (s) Biodiversity Policy (NC)
- (t) Climate Action Statement (*Removed references to Working Party*)
- (u) Crime and Disorder Policy (NC)
- (v) Vexatious Complaints Policy (NC)
- (w) Working Groups Policy (NC)
- (x) Recordings at Parish Council Meetings Policy (NC)
- (y) Tree Policy (*Changes to reflect the EWT new Tree Policy*)

3198.4 Councillors consent to email – Councillors to confirm they are happy to receive electronically the summons, Agenda and other papers of the meetings of the council.

RESOLVED that all councillors present consent to email service. Councillors Symons will be asked to sign at or before a later meeting.

3198.5 Setting the dates, times & place of ordinary meetings of the full council for the year ahead.

RESOLVED that the dates of the Parish Council meetings will be on the 2nd Monday of the month at 8pm in Woodham Walter Women's Club. To note that meetings may take place virtually (if/when Legislation allows for this), or in the Woodham Walter Village Hall. Any changes to these arrangements will be duly notified. With the noted exception of the August meeting which will only take place if there is urgent business or planning applications to discuss and the date will be duly notified.

3198.6 To consider the following policies, procedures and protocols which are subject to further review.

(a) Confirmation of arrangements for insurance cover. To receive the report of the Clerk

RESOLVED to accept the report of the Parish Clerk. Subject to any further quotations received, the policy will be renewed with Zurich.

(b) Risk Assessments

RESOLVED that the Clerk will continue to arrange for Risk Assessment to be updated regularly.

(c) Emergency Plan

RESOLVED that this document needs to be reviewed.

(d) Action Plan

RESOLVED that this document needs to be reviewed.

(e) Inventory of land and assets

RESOLVED that this document needs to be reviewed.

(f) Tree Inspections

- *The Biannual Inspections have been undertaken together with any recommendations as to specialist advice and action required, with quotations being sought where necessary. The implementation of any recommendations will be reported to a subsequent meeting. It was noted that some minor works remain outstanding.*
- *Essex Wildlife Trust have undertaken and reported on their independent assessment made during their own inspection of Woodham Walter Common together with any management action.*

RESOLVED to accept the latest EWT tree survey available and that in future their Tree Policy will prioritise areas for inspection with top priority to those trees adjacent to roads being surveyed annually and areas such as Woodham Walter Common will be surveyed every 3 years. It was agreed that the council Tree Policy be updated to reflect this.

3198.7 To agree/confirm Councillors appointed to Working Groups and as representatives on Committees and as Councillors with special responsibilities. To appoint non-councillors to Parish Council Working Groups.

(a) Woodham Walter Primary School Governing Body: Deferred to next meeting to seek acceptance of Cllr. Joanna Symons

(b) Woodham Walter Allotment Association: Cllr. James Rushton, Mrs Jane Weedon and Mrs Sue Cumming

(c) Bell Meadow Village Association: Cllr. Jenny Hughes

(d) Village Design Statement/Neighbourhood Plan assessment: Cllr. John Tompkins

(e) Footpaths Officer – Cllr. Peter Warren

(f) Tree Officer – Cllr. Peter Warren

(g) Broadband, Website, Emails, IT – Cllr. John Brown

(h) Defibrillator – Cllr. John Tompkins

(i) Crime & Neighbourhood Watch – Cllr. Jenny Hughes

(j) Climate Action & Biodiversity – Cllr. James Rushton

3199. To approve the minutes of the Ordinary Parish Council Meeting held on Monday 8th April 2024.

RESOLVED to accept the minutes of the meeting held on Monday 8th April 2024.

3200. Matters Arising - Progress report (not for resolution)

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

3201. Planning – APPLICATIONS RECEIVED (for consideration or report)

3201.1 24/00362/PN Land adj. Barrow Cottage, Bassetts Lane

Prior notification of a temporary recreational campsite on the following dates: 25-28th May, 1-2, 8-9, 15-16, 21-23, 28 - 30th June, 5-7, 12-14, 19-21, 26-28th July, 2-4, 9-11, 16-18, 22-31st August and 1, 6-8, 13-15, 20 -22, 27-29th September. To note the application response was delegated to the Clerk. The council commented as per previous similar application 24/00138/LDP which had been withdrawn.

The decision has since been made: Allowed

3201.2 24/00320/FUL Queen Victoria, The Street
Proposed demolition of existing single storey rear extensions and construction of new two storey rear extension, with associated external works and parking alterations.
To note the application response was delegated to the Clerk. The council supported the application.

3202. Planning – DECISIONS (for consideration or report)

3202.1 24/00127/LDP Woodham Walter CofE Primary School REFUSED
Claim for lawful development certificate for the demolition of 1 existing modular building and the erection of 1 new single storey modular building for permanent use including associated operation development.
WWPC Response: Comment sent 14/3/24

The Clerk alerted the Chairman of the Governors to the Conservation Area document. The development is being carried out by the Local Authority and is not arranged by the school.

It was noted that the application had stated permanent teaching spaces and not temporary which makes a difference.

Cllr. Durham reported that he had liaised with the Planning Officer, Education Department and Chairman of the Governors and advised that the reasons for refusal were a technicality and that they should receive permission. He had advised them that as there would be little material harm and enforcement proceedings would be unlikely, they should proceed.

3202.2 24/00150/TCA 2 The Maples, Rectory Road ALLOWED TO PROCEED
T1 – Holly – Reduce in height by 5m.
WWPC response: Support sent 14/3/24

3202.3 24/00243/AGR Meadows Barn, Bassetts Lane REFUSE
Claim for lawful development certificate for a proposed new steel and oak frame barn with hardstanding.
WWPC Response: Comment sent 10/4/24

3202.4 24/00362/PN Land adj Barrow Cottage, Bassetts Lane ALLOWED
Prior notification of a temporary recreational campsite on the following dates: 25-28th May, 1-2, 8-9, 15-16, 21-23, 28 - 30th June, 5-7, 12-14, 19-21, 26-28th July, 2-4, 9-11, 16-18, 22-31st August and 1, 6-8, 13-15, 20 -22, 27-29th September.
WWPC Response: Comment
It was again noted that Government Legislation is the reason that this is allowed. See also Minute Ref: 3204.3
It was noted that several written and verbal representations had been received from concerned neighbours and they are advised to keep a record of any complaints that occur and report these to the Maldon District Council Environmental Health department.

3202.5 Await the following decisions:

(a) 24/00320/FUL Queen Victoria WWPC Response: Support
Noted works have started.
RESOLVED to arrange a meeting with the owner.

3203. Planning - Enforcement

3203.1 To consider response received from Matt Winslow at MDC
Councillors felt that the response was detailed and useful. It was promising that the department has had a restructure and that hopefully improvements to the service will be noticeable. However, it was disappointing that no reference had been made to the criticism with regards to the wording of conditions to ensure that they are robust enough that enforcement action can be taken if necessary. It was also frustrating that progress did not appear to have been made on some outstanding cases although it is hoped with the new structure and increased team size that this will be addressed. In response to a question from a member of the public, it was noted that the information in the letter is not in the public domain as individual enforcement cases are subject to confidentiality rules so it was not possible to share. However, the Maldon District Council Enforcement Policy is available on their website. Cllr. Tompkins referred to a Planning Enforcement Handbook from the Royal Town Planning Institute which had been interesting.
RESOLVED to consider response at the next meeting.

3204. Other Planning Matters (for consideration or report)

3204.1 Essex Minerals Local Plan Review to consider any updates
It was noted that the ECC website states it is not possible to provide a precise date for this consultation as this will depend on the extent of the issues received and the nature of the amendments required. Without prejudice, it is currently anticipated that the Regulation 19 consultation may take place in late 2024 or early 2025.
Cllr. Durham reported that he had been advised that they had received a significant number of submissions and it is unlikely to be before May next year.

3204.2 Trees in Conservation Area – await response to letter to MDC Enforcement/Conservation Officer
RESOLVED to chase this up.

3204.3 Campsite legislation – it was noted that a response had been received from Department of Levelling Up, Housing and Communities but that it had not really taken on board the comments made. We await response a from our MP.

3204.4 Chelmsford Local Plan Review. Consultation runs until 19th June. The Local plan includes that Hammonds Farm (Little Baddow) is a Proposed new development allocation in the review of Local Plan.
RESOLVED that Cllr. Tompkins will review and report at the next meeting.

3205. To receive reports of the County and District Councillor’s.

District Cllr. Morgan reported that the council are due to have their Statutory Annual meeting and he anticipated that the membership arrangements will be similar to existing.

He had visited Lavenham Community Housing project and met with representatives from RCCE who would be happy to engage if a housing needs survey is required.

The Council has a £5million pound Cultural Levelling Up Fund and they are considering how this will be spent. One of the proposals is to use it towards a south Maldon relief road and Health hub and they have an Extra Ordinary Meeting on 28th May to consider.

District Cllr. Durham reported on the Local Highways Panels which have been changed but that all monies have been allocated for this financial year. Bigger projects will be considered by the Chairman’s panel and there is also a Member led programme.

It was noted that the clerk is due to submit a list of potholes to County Cllr. Fleming for the Member Led programme.

With regards to Hoe Mill Bridge, the South Essex Parking Partnership had attended over the weekend re: parking. It was noted that the double yellow lines are partly covered by leaf mulch and this needs clearing.

Members of the public left the meeting room at 9pm.

The District Councillors reported that they will be holding surgeries at Wickham Bishops Library on 18th May, 1st June, 20th July and 17th August. The clerk invited them to attend Walter’s Café and will send a list of dates.

Councillor Abdul Hafiz was welcomed to the meeting. He informed councillors that he is the Maldon District representative on the Essex Association of Local Council’s Executive Committee. He is happy to offer advice and indicated that he may be able to assist with funding applications for example goal posts and memorial garden signs.

District Councillors and EALC representative then left the meeting room at 9.15pm.

3206. Financial Matters (for consideration or report)

3206.1 To receive the Summary of Accounts to date. This includes transactions since April meeting.

Date	Unity Trust Instant Access Account	Transaction Detail	Amount In	Amount Out	Balance
31-Mar-24	Balance				25,294.71
11-Apr-24	Transferred to Current Account (April Debits)			4,500.00	20,794.71
17-Apr-24	VAT Refund (2022/23) (CR#1)		1,902.67		22,697.38
07-May-24	Precept from Maldon District Council (CR#2)		31,245.00		53,942.38
10-May-24	Interest from MDC (re: late payment of precept)(CR#3)		43.44		53,985.82
14-May-24	Transferred to Current Account			1,500.00	52,485.82
			33,191.11	6,000.00	52,485.82

Date	Unity Trust Current Account	Transaction Detail	Amount In	Amount Out	Balance
11/04/2024	Balance				5,076.62
12/04/2024	April Debits (#3,#12,#14-17,#19)			2,338.99	2,737.63
15/04/2024	April Debits (#1,#5-#10)			223.41	2,514.22
16/04/2024	April Debits (#4, Part 1 of 2)			148.24	2,365.98
18/04/2024	April Debits (#2)			74.36	2,291.62
19/04/2025	April Debits (#13)			785.55	1,506.07
24/04/2024	April Debits (#4, Part 2 of 2)			23.53	1,482.54
25/05/2024	April Debits (#11)			23.44	1,459.10
	Outstanding April Debits (#18)			279.60	1,179.50
14/05/2024	Transferred from Instant Access Account		1,500.00		2,679.50
14/05/2024	May Debits (#20-34)			1,662.09	1,017.41
			1,500.00	5,559.21	1,017.41

RESOLVED to accept the summary of accounts.

3206.2 Summary of Payments for May

Ref:	Updated Payments	Payee	Method	Net	VAT	Gross
#3	Mrs J Bannerman (Salary/Allowance)		BACS	959.54	-	959.54
#4	Nest Pension (Employer £66.07 Employee £105.70)		DD	171.77	-	171.77
#13	HMRC		BACS	785.55	-	785.55
#19	Hullbridge Design & Print		BACS	315.00	-	315.00
				2,231.86	-	2,231.86
Ref:	Outstanding April Payments	Payee	Method	Net	VAT	Gross
#18	Playqup Leisure (Operational Inspection/Maintenance)		BACS	233.00	46.60	279.60
				233.00	46.60	279.60
Ref:	May	Payee	Method	Net	VAT	Gross
#20	A&J Lighting Solutions		DD	21.00	4.20	25.20
#21	Npower		DD	70.82	3.54	74.36
#22	Mrs J Bannerman (Salary/Allowance)		BACS	999.74	-	999.74
#23	Nest Pension (Employer £69.69 Employee £111.50)		DD	181.19	-	181.19
#24-#31	Barclaycard		DD	234.17	43.99	278.16
#32	Topsorce Worldwide Uk Ltd (Eslip) Payroll		DD	19.53	3.91	23.44
#33	Woodham Walter Village Hall (Walter's & APM)		BACS	55.00	-	55.00
#34	SLCC (Training Day)		BACS	25.00	-	25.00
	Sub Total			1,606.45	55.64	1,662.09
	Total			1,839.45	102.24	1,941.69

Date	Barclaycard Payments (March Statement)	Net	VAT	Gross
21/03/2024	Tesco (Walter's Café) #24	2.45	-	2.45
24/03/2024	Fasthosts (Mailbox Clerk) #25	7.05	1.41	8.46
30/03/2024	Ring Central (Annual Subscription) #26	155.88	31.18	187.06
02/04/2024	Fasthosts (Mailbox) #27	35.54	7.11	42.65
06/04/2024	Fasthosts (Linus PHP) #28	8.50	1.70	10.20
10/04/2024	Post Office (Postage) #29	2.55	-	2.55
12/04/2024	Tesco (Walter's Café & APM) #30	9.25	-	9.25
17/04/24	Tsohost (Auto renewal)	12.95	2.59	15.54
		234.17	43.99	278.16

Date	Barclaycard Payments (Estimate April)	Net	VAT	Gross
	Tesco (Walter's Café)	2.45	-	2.45
	Fasthosts (Mailbox Clerk)	7.05	1.41	8.46
	Fasthosts (Mailbox)	35.54	7.11	42.65
	Fasthosts (Linus PHP)	8.50	1.70	10.20
		51.09	10.22	61.31

All invoices listed have been 'examined, verified and certified' by the RFO. The BACS payments for May will be drawn up by the Parish Clerk and require authorisation by Payment Date of 17th May 2024.
RESOLVED to accept and authorise the payments as listed in the schedule.

3206.3 Review of Bank Statements, Credit Card Statements and Account sheets for April. To consider which councillor will take on this role.

Cllr. John Brown confirmed that he had reviewed the documents for April and found them to be correctly reconciled.
RESOLVED that Cllr. James Bunn will take over the role of carrying out the review.

3206.4 Signatories – To consider banking mandate and signatories following appointment of Chairman/Vice chairman. Cllr. James Bunn proposed and Cllr. Peter Warren seconded the following changes to the bank signatories which will also be changed from a dual to a tri-signatory arrangement so that the Clerk/RFO sets up the payments, and two councillor signatories need to log on to authorise online payments:

- Cllr. John Brown - signatory who can view and authorise
- Cllr. John Tompkins – remove as a signatory
- Cllr. James Rushton – signatory who can view and authorise (No change)
- Cllr. Jenny Hughes - signatory who can view and authorise (No change)
- Parish Clerk/RFO Jacky Bannerman - signatory who can view and submit (No change)

RESOLVED to action the changes to signatories.

3206.5 End of Financial Year. The former Chairman, Cllr. Rushton reported that he had reviewed the finance files for the year to end March 2024. He had found an anomaly in the Asset register which had since been updated, otherwise he had

found the accounting information to be properly kept and appropriate. The Clerk has been working on the AGAR forms as well as files and information for the Internal Auditor, await report. The AGAR will be completed and ready for approval at the next Ordinary Meeting of the Parish Council.

3206.6 To note the 2024/2025 Precept has been received. As it was a week late MDC have agreed to pay statutory interest @2% above base rate (£43.44 received).

3206.7 VAT – it was noted that the 2022/23 VAT refund has been received.

3206.8 Grant Applications

(a) Goal posts - the Football Foundation turned down our application as we do not host any formal training sessions. There may be funding available through Active Essex or Ride London but again we need to show that there are formal training sessions. To consider how/if we can provide any training or consider how we can raise the remaining funds. Cost of goals: c£3000 (£1160 earmarked reserves)

RESOLVED to pursue an approach via Cllr. Hafiz to the EALC, to enquire with Cllr. Fleming with regards to the Member Fund. If these are unsuccessful given the poor state of the goals, councillors will need to consider other methods of fundraising or using reserves. It was agreed that it is not possible for us to organise any formal training sessions. An approach had been made to the Chairman of the Governors at the School to see if they would be able to use them but this was thought unlikely.

(b) Memorial Garden Signs – no response from County Broadband Foundation despite several reminders. RESOLVED to pursue an approach via Cllr. Hafiz to the EALC and enquire with Cllr. Fleming

(c) Research/applications on-going re: noticeboard

RESOLVED to research the cost of noticeboard and see if any savings can be made and diverted.

3207. Other Council Matters (for consideration or report)

3207.1 Community Engagement Team (CET).

- The March report was noted.
- The annual TruCAM statistics were noted.

3207.2 Woodham Walter Common – Essex Wildlife Trust (EWT).

RESOLVED to ask EWT the outcome of the enquiry with regards to ditch work adjacent to Common Lane

3207.3 Climate Action. There were no updates or information to report.

3207.4 Allotments Report. The recent AGM had been held and advice that the roles of the officers should be individuals had been taken on board. Jane Weedon was reappointed to the position of Chair, Sue Cumming as secretary. The association is now looked for a volunteer to take on the role of treasurer.

RESOLVED to arrange payment to the landowners with regards to the peppercorn rent @£1 per year.

RESOLVED to arrange meeting with Association to review the Allotments Constitution.

3207.5 Annual Parish Meeting – Matters Arising

- Invite Community Engagement Team and Community Safety Officer to Walter's Café. It was noted that the Safety Officer is due to attend Walter's Café on Thursday 16th May.
- Overgrown Footpath 18 (Behind old WW ruins). To ask Maldon Ramblers to attend. It was noted that the path was cleared a few days after the Annual Parish Meeting with thanks to the Maldon Ramblers.

3208. Highways, Transport & Infrastructure (for consideration or report)

3208.1 Various matters on-going as detailed in the Highways log.

3208.2 Member Led Local Maintenance – Clerk to submit list for Cllr. Fleming.

3209. Local Issues (for consideration or report)

3209.1 Bell Meadow & Memorial Garden

(a) Football Goals – see Minute Ref: 3206.8a

(b) Playground Report

- Repair and Maintenance inspection carried out and repair completed on trail rope. Councillors noted the report. No matters for immediate attention but it was noted that a cut had occurred on one of the ropes and this will be monitored.
- Annual Independent Safety Inspection arranged by MDC – report expected in June/July.

(c) Bell Meadow – it was noted that Skippers had sown the wildflower area a few weeks ago and were monitoring growth which had been rather slow.

(d) Memorial Garden – it was noted that UK Power Networks had agreed an increased Wayleave payment to reflect the registration of the land with Land Registry.

(e) There was no further information to report.

3209.2 Footpaths Report. Cllr. Warren reported that the paths appeared to be drying out. FP 18 had been cleared by Maldon Ramblers. FP 14 had been cleared at the entrance to the woods and a new waymark post erected. FP 19 he had removed a tree across the path. It was noted that there are some areas which continue to be flooded including the new footpath to the canal. With reference to correspondence from a local resident about the collapse of the footpath at the stream, it is understood that the landowner is waiting for dryer weather before making any further repairs.

3209.3 School Report – Representative on Governing Body – a report submitted by Cllr Symons was noted. A new headteacher has been appointed, Mrs Dennis (currently Deputy Head at St Peter’s School in West Hanningfield) will start in September. The school has started the process of becoming a Multi-Academy Trust. The school intake in September is currently expected to be lower than previous years due to the low birth rate.

3209.4 Crime Reports/Neighbourhood Watch Report.

(a) Noted a concerning increase in crime including several cars broken into and contents stolen and one property burgled. Maldon Police had arranged a well-supported Engagement event at the village hall. RESOLVED to write to Essex Countywide Traveller Unit at ECC to note that there is no longer an on-site manager at Wood Corner and ask if they have plans to appoint one.

(b) Noted correspondence from victim of recent car break in and his successful attempts to engage with Police, the Police Fire & Crime Commissioner and local MP’s which has resulted in increased patrols and the engagement event and ultimately action taken by Police with regards to the suspect in the case.

(c) Request from resident for additional Neighbourhood Watch Signs
RESOLVED to review the locations of signs and provide additional ones where necessary.

(d) Various general reports and newsletters shared

3209.5 Litter – none reported

3209.6 Walter’s Third Thursday Community Café

18th April – Café (Maldon Citizens Advice attended and provided useful information to those present)

16th May – Café (Maldon District Community Safety Officer will attend)

3209.7 Woodham Walter Women’s Club – There was no information to report as the committee continue to await advice from solicitor.

3209.8 Bell Meadow Village Association – the minutes of the previous meeting were noted. It was noted that insurance information had been shared.

RESOLVED to request £10million Public Liability Insurance.

RESOLVED to develop a Policy for requirements for future events

RESOLVED to consider a Parish Council stall

3210. Correspondence – Various items of correspondence have been received and shared with Councillors and where appropriate the public via the website and village emails.

a. Maldon CVS bulletin	b. Essex Police (Various newsletters)
c. Priti Patel Annual Report	d. Warbler
e. MDC D Day	f. EALC Certificate of Membership/Bulletins
g. Ride London	h. MDC Members bulletins
i. Beat The Street	j. Community Hub Notes (CVS)
k. Flower Festival Information	

3211. Points of Information/Items for future agenda

There were no points raised.

3212. Date of Next Parish Council Meeting:

Next scheduled Ordinary Parish Council Meeting - Monday 10th June 2024 at 8pm in Woodham Walter Women’s Club.

3213. The Chairman closed the meeting at 10.15pm.

Signed

Dated