

Woodham Mortimer and Hazeleigh Parish Council
ANNUAL (VIRTUAL) COUNCIL MEETING (online using Microsoft Teams)
MINUTES - TUESDAY 19 MAY 2020
Convened at 7:30pm

In attendance: Parish Councillors Simon Brady (SB), Kim Broadhurst (KB), Andrew Macmorland (AM), Pauline McDonald (PM), Kim McDonald (KM)
County Councillor Penny Channer (PC) – joined during item 51.20 (20/00229)
Andrew Ritchings (AR) – Clerk to the Council recording proceedings

AR welcomed everyone to this historic virtual Parish Council Meeting never before conducted since the Parish Council's inauguration. Cllrs should feel proud, during this public health crisis of uncertain times and exceptional restricted freedom of movement imposed by the current Government, to be convening a meeting using modern technology in order to maintain and pursue important community affairs.

37.20 ELECTION OF CHAIRMAN

Cllr **Simon Brady** was the sole nominee for the role of Chairman as proposed by PM and seconded by KB, SB duly accepted the position for the next Parish Council year.

38.20 ELECTION OF VICE-CHAIRMAN

Cllr **Pauline McDonald** was the sole nominee for the role of Vice Chairman as proposed by SB and seconded by AM. PM accepted the position of Vice Chairman for the next Parish Council year.

39.20 APOLOGIES OF ABSENCE

Cllr Richard Britton sent apologies for attendance as he is still suffering technical difficulties. District Cllr Karl Jarvis was unable to join the meeting due to other virtual meeting engagements.

40.20 DECLARATIONS OF INTERESTS

Cllr AM declared a non-pecuniary interest in planning item 20/00229 Barn Old Mill House having previously conducted business with the applicant.

41.20 PUBLIC FORUM

No members of public had requested to join the meeting.

42.20 PREVIOUS MINUTES

The minutes of Ordinary Parish Council Meeting 10 March 2020 were agreed as a true record of events as proposed by KM and seconded by KB. In order to keep social contact at a minimum during the Coronavirus Pandemic the Clerk was delegated to sign the minutes on behalf of the Chairman.

43.20 APPOINTMENT OF VILLAGE HALL REPRESENTATIVE

Cllr **Kim McDonald** was the sole nominee for the role of Village Hall Representative as proposed by SB and seconded by AM. KM accepted the position for the next Parish Council year.

44.20 APPOINTMENT OF FALKLANDS TRUST REPRESENTATIVE

Cllr **Simon Brady** was the sole nominee for the role of Falklands Trust Representative as proposed by KM and seconded by PM. SB accepted the position for the next Parish Council year.

45.20 APPOINTMENT OF CHURCH LIAISON REPRESENTATIVE

Cllr **Andrew Macmorland** was the sole nominee for the role of Church Liaison Representative as proposed by SB and seconded by PM. AM accepted the position for the next Parish Council year.

46.20 APPOINTMENT OF PUBLIC RIGHTS OF WAY LIAISON REPRESENTATIVE

Cllr **Andrew Macmorland** was the sole nominee for the role of Public Rights of Way Representative as proposed by PM and seconded by KB. AM accepted the position for the next Parish Council year.

47.20 REVIEW AND ADOPTION OF STANDING ORDERS

AR advised there had been no notified changes to the Model Standing Orders as last approved on 03 May 2019, no amendments were considered necessary and the Standing Orders as proposed by KM and seconded by AM were re-adopted unchanged – AR delegated to sign as re-adopted.

48.20 REVIEW AND ADOPTION OF FINANCIAL REGULATIONS

The Councils Financial Regulations were readopted without amendment as last approved on 10 September 2019 and as proposed by KM seconded by AM – AR delegated to sign as re-adopted.

49.20 REVIEW AND ADOPTION OF COUNCILS RISK ASSESSMENT

SB raised concerns regarding potential effects of the Coronavirus on Cllr and Clerk activities, it was decided to consider the matter and to discuss as an agenda item at the next meeting of the Council.

50.20 REVIEW OF COUNCILS ASSET LIST

The Council's Asset List was updated to reflect increases in the November 2019 insurance values as proposed by KB and seconded by AM, agreed by all present - AR delegated to sign document.

51.20 PLANNING

ENF/17/00048/03 WOODHAM MORTIMER PLACE – *New development within grounds reported (04/02/2019) – Appeal Ref: APP/X1545/C/19/3234346 Unauthorised operational development for the erection of a building on the land.* **APPEAL IS ALLOWED AND PLANNING PERMISSION GRANTED** (by Planning Inspectorate) – conditions applied in accordance with an agreed alternative shade of building, planting and landscaping of trees and shrubs. Cllrs requested this item remain on the Agenda until conditions have been confirmed as completed.

19/00121 LAND REAR OF HILL BARN RECTORY LANE WOODHAM MORTIMER – *Proposed conversion of existing equestrian/storage building to form 1 No.new dwelling including the addition of a first floor single storey front extension, replacement single storey side extension, demolition of the existing open bay lean-to, changes to the fenestration and associated works.* APPEAL No. App/X1545/19/3236645. **DISMISSED** (by Planning Inspectorate)

19/01097/RES – LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY (WESTERN PARCEL) MALDON – *Reserved matters application for the approval of appearance, landscaping, layout and scale for Phase 1 of the Western Parcel of planning permission FUL/MAL/18/00071 (Variation of conditions 5,13,21,25,43,53,55,61,63,67,68,69,74,81,84 on approved application OUT/MAL/14/01103 (Outline application for up to 1000 dwellings, an employment area of 3.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1a, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle accesses onto the existing highway network and associated infrastructure) comprising 106 residential dwellings (Use Class C3), new public open space and car parking.* **APPROVED** (by LPA)

20/00074 - LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY MALDON - *Variation of condition 10 (speed review strategy), 20 (pedestrian/cycle crossing of Limebrook Way) & 22 (public footpath 52 improvements) on approved application 18/00071/FUL (Variation of conditions 5,13,21,25,43,53,55,61,63,67,68,69,74,81,84 on approved application OUT/MAL/14/01103 (Outline application for up to 1000 dwellings, an employment area of 3.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use*

Classes A1-A5, B1a, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle accesses onto the existing highway network and associated infrastructure.) **TO BE DETERMINED BY LPA**

20/00094 – E J TAYLOR AND SONS LTD MILL WORKS BURNHAM ROAD HAZELEIGH Side and rear extension to office building, additional parking and landscaping (Amendment to FUL/MAL/17/01197). **APPROVED** (by LPA)

20/00104/HOUSE OAKLEA BURNHAM ROAD WOODHAM MORTIMER – Two storey side and front extensions, first floor extension, new porch canopy. **REFUSED** (by LPA)

20/00127/FULL – THE OLD FORGE - Single storey rear extension and internal alterations. **APPROVED** (by LPA)

20/00229/FULL – BARN AT OLD MILL HOUSE VINEYARD HAZELEIGH HALL LANE WOODHAM MORTIMER – Convert agricultural barn into vineyard manager's dwellinghouse with associated internal and external alterations. Cllrs considered that the project should benefit the immediate area with the potential of providing opportunities for local employment and recommend GRANTING the application.

20/00209/LBC COACH HOUSE STABLE RANGE 2 METRES EAST OF HAZELEIGH GRANGE BURNHAM ROAD – Creation and alteration of external openings and internal alterations. **APPROVED** (by LPA)

20/00233/HOUSE HILLCREST BURNHAM ROAD WOODHAM MORTIMER – Single storey side and rear extension. **APPROVED** (by LPA)

20/00293/ELMS BARN LODGE ROAD WOODHAM MORTIMER – Replacement glazed windows/doors in existing openings **APPROVED** (by LPA)

20/00302/HOUSE BARN APPROXIMATELY 20 METRES WEST OF TYNDALES SOUTHEND ROAD – Proposed detached garage/cart lodge. Cllrs do not believe there will be a detrimental effect on the immediate area and recommend GRANTING the application.

20/00333/KINVARA MANOR LODGE ROAD HAZELEIGH – Proposed altered vehicular access and replacement garage. Cllrs had some concerns in respect to the close proximity of the proposed new garage to the highway, nevertheless after discussions resolved to SUPPORT the application.

52.20 DISTRICT/COUNTY COUNCILLORS REPORT

The County Cllr March and updated April reports had been circulated to Cllrs prior to the meeting. County Cllr PC advised that businesses have been seeking grant information and have been directed to various organisations dealing with financial help claims. 15 recycling centres opened on Monday 18 May 2020 with Country Parks due to open soon. ECC understand that school classes for certain ages are scheduled for re-opening on 01/06/2020. PC has been impressed with the many Innovative ideas officers and members of the public have provided in order to help the vulnerable in the community.

SB advised PC he did not feel happy about the ongoing progression of the Bradwell B consultation considering the current pandemic situation, it was considered unreasonable to progress with the Planning consultation schedule until such times public meetings could once again be utilised. PC advised to make feelings known via the consultation route and SB would draft a response.

SB also raised concerns that noticeable increase in traffic speed is now causing further safety issues when attempting to keep a 2 metre distance with other footway/pavement users due to the foliage encroachment over the pathways. Clearance of these paths adjacent to the A414 requested by the Council many months ago following Cllr Bentley's initiative has yet to be completed and PC would seek further information from Cllr Bentley if the Council could email her details. SB and AR to provide details along with unanswered emails in respect to the letter of complaint sent to Essex Highways in July 2019.

53.20 HIGHWAY MATTERS

MALDON LOCAL HIGHWAYS PANEL SCHEMES

Fambridge Road (Limebrook Way RAB to Royal Oak PH) - Detailed design of footpath (LMAL142006 £7,000) (originally requested 22/04/2014).

Fambridge Road (Limebrook Way RAB to Royal Oak PH) – Walkable verge/footway (LMAL162099). There is confusion in respect to the above footway request which is currently listed on the LHP list as 2 separate schemes at various stages of funding and design. AR to seek clarification from Essex Highways.

A414 Maldon Road Oak Corner to Post Office Road – Detailed design and legal elements of a speed reduction to 50mph (LMAL182016 £6,500). The council have been informed by Essex Highways that the extent of speed reduction for the A414 will not be the 40mph requested but will be a reduction to 50mph from Wycke Hill to the junction with B1010 Burnham Road. Whilst Cllrs are disappointed that a lower limit has not been agreed, it is considered that any reduction is progress from the current unlimited status.

Southend Road and B1010 Burnham Road – Speed limit reduction (LMAL182028 allocated budget £12,500). As with the Fambridge Road scheme this proposal is also listed by the LHP as 2 separate schemes at various stages of funding and design. AR to seek clarification from Essex Highways.

OTHER HIGHWAY MATTERS

A414 Maldon Road Oak Corner to Post Office Road – Measures to help pedestrians cross the road to bus stops (LMAL182016 allocated budget £6,500). Essex Highways investigations have concluded it would not be viable to install crossing measures without major carriageway widening works which would be beyond the financial capabilities of the LHP. Data gained in surveys of the location have indicated that a formal crossing would not be supported due to the lack of pedestrians and it is therefore doubtful that a crossing would be funded via major projects. Cllrs are disappointed with the conclusion by Essex Highways and would like to arrange a Teams meeting with Mr Eng in order to discuss further.

Introduction of speed limits on the A414 Chelmsford Road from Oak Corner Roundabout along Maldon Road to Lodge Road. (initiated by resident in July 2017). The Parish Council request for a 40mph limit now seems to be included by the feasibility of introducing a 50mph along the whole route as mentioned in the above LHP scheme LMAL182016.

Lodge Road – (adjacent to Old Mill House) (enquiry No. 2525149 logged 15/07/2017) rotten verge reflector posts. - No activity

Lodge Road Essex Highways storage compound – (ECC61171240119 & Ecc5099301 08 18) fly tipped rubbish (reported in July 2018). - No activity

Footway Repair Programme – Parish Council's request to clear the length of footway/pavement between Runsell Green Danbury and Woodham Mortimer Church (PC response to Member request for schemes May 2019). No activity

Highway Authority Complaint – Letter sent to Cllr Bentley on 23/07/2019, receipt acknowledged 25/07/2019 but no further communication received. There has still been no response from Cllr Bentley to the points raised in the Cllrs letter of 23/07/2019, PC asked to be sent a copy of the letter and chase up emails so that she could raise the matter with Cllr Bentley directly.

Conduit Lane – 15/20mph speed limit request by resident (14/10/2019). Following the request by a resident with backing from the Parish Council to introduce a 20mph limit in Conduit Lane the Council sought support from County Cllr Channer to make an application to the LHP, PC felt she could not support the request due to small number of speeding vehicles travelling in the Lane which would not warrant the expense required to implement such a scheme.

54.20 CORRESPONDENCE

AR advised that most correspondence now arrived in the form of electronic delivery which was promptly forwarded to all Cllrs. He wondered if Cllrs might consider removing this item from future agendas as any items deemed worthy of discussion at monthly meetings could be requested to be added or raised under 'Information Only' if deemed urgent. Cllrs agreed this item is not much utilised and could be reviewed at a later date if requirements return and resolved to remove Correspondence from future agendas.

55.20 PUBLIC RIGHTS OF WAY MATTERS

It was reported that some of the paths are becoming overgrown and AR would report the issues on the Essex Highways website

56.20 FINANCIAL MATTERS

Final Quarter review - Statements for financial year 2019/20 - The 4th and final quarter of Parish Council finances for year ending 31 March 2020 were reviewed by all Cllrs. Non signatory KM reviewed and approved past 3 months bank statements, no matters of concern were raised.

Balance of accounts; Clerk advised account balances of:

T1 Current Account; £314.39, Instant Access Account; £5,768.66, Total £6,083.05
£3.00 monthly fee due on Debit Card.

Authorisation of Payments – Authorisation of payments were approved for:

- E-on non-metered annual electricity (street lighting charges) £302.36
- NALC/EALC affiliation fees (£209.01) – discussions regarding the value and necessity of affiliation resolved to continue with affiliation fees for the next financial year.
- In order to cover funds for the above and due payments it was resolved to transfer £1,000 from the Instant Access Account to the Current Account.

The aforementioned review of finances and payments as proposed by KM and seconded by KB were agreed by all Cllrs present.

57.20 INFORMATION ONLY

AR advised that the Precept demand has now been received into the Council's account. This year the remittance note received from MDC show's two separate sums for each Parish which is not usually shown and AR is seeking clarification from MDC how the 2 sums are calculated which will be useful for future reference.

The Council have been contacted by MDC with respect to advising if an appropriate location could be identified in the Parishes where pink recycling sacks could be stored so that parishioners could easily obtain depleted stock.

Although this first ever online meeting enabled the Council to successfully resolve outstanding business matters since the Coronavirus 'lock down' measures were introduced, there were some initial technical difficulties attempting to start the meeting and AR would research an alternative platform as a comparison and invite Cllrs to a practice meeting prior to the next formal meeting scheduled for 16 June in order to allow enough time between consecutive meetings.

SB thanked Cllrs and Clerk for making the effort to attend this historic occasion and closed the meeting wishing everyone good health.

.....*Andrew Ritchings*..... (Clerk; delegated on behalf of the Council) 16 June 2020