

Woodham Mortimer and Hazeleigh Parish Council

ANNUAL PARISH COUNCIL MEETING

MINUTES – TUESDAY 09 MAY 2023

Convened at Woodham Mortimer & Hazeleigh Village Hall at 7:30pm

In attendance: Parish Cllrs: Simon Brady (SB), Kim McDonald (KM), Pauline McDonald (PM), Richard Britton (RB), Stephen Pemberton (SP), Graham Harle (GH).
County Cllr Jane Flemming.

There were 2 members of the public in attendance.

Andrew Ritchings Clerk to the Council recording proceedings

Following local elections on Thursday 04 May 2023 both Woodham Mortimer and Hazeleigh Parishes resulted in uncontested elections; Simon Brady, Kim McDonald and Stephen Pemberton were duly elected representing the Parish of Woodham Mortimer. Richard Britton, Graham Harle and Pauline McDonald were duly elected representing the Parish of Hazeleigh and all Cllrs signed their Declarations of Office documents. The elections have resulted in one vacancy representing the Parish of Woodham Mortimer which can be filled by co-option.

51.23 ELECTION OF CHAIRMAN

Having been duly elected as a Cllr for Woodham Mortimer SB was proposed by KM seconded by SP and agreed by all Cllrs to be the Chairman of the Council for year May 2023-24 being the sole nominee SB duly accepted and signed the declaration of acceptance.

52.23 ELECTION OF VICE CHAIRMAN

Cllr PM was the sole nominee for the role of Vice Chairman as proposed by RB, seconded by SP and agreed by all Cllrs, PM accepted the position for the Council year May 2023-24.

53.23 CO-OPTION OF COUNCILLOR TO REPRESENT WOODHAM MORTIMER

No candidates presented themselves to be co-opted onto the Council and Cllrs will continue to seek a worthy candidate to fill the position.

54.23 APOLOGIES OF ABSENCE

Apologies were received from re-elected District Cllr Simon Morgan.

55.23 DECLARATIONS OF INTERESTS

RB declared a pecuniary registrable interest in planning item Barn at Old Mill House being the applicant and landowner of the application.

56.23 PUBLIC FORUM

Members of the public were in attendance seeking to understand the current situation of Footpath 11 Hazeleigh ('The Dragons Path'). Parishioners are grateful that most of the barbed wire fencing has been removed but raised concerns that there is still a narrow section enclosed by fencing which has become boggy and as the adjacent hedge grows towards the path it will become even narrower and be difficult to access. It was also understood the kissing gate was going to be removed so that access can be gained for anyone pushing prams/buggies or wheelchairs when conditions allow. It would seem prudent for the large field gate to remain in situ until the path returns to its previous conditions otherwise unwanted vehicle access may lead to some antisocial or nuisance behaviour.

57.23 PREVIOUS MINUTES

Minutes of Ordinary Council Meeting 11 April 2023 as proposed by SP and seconded by GH were agreed as a true record of events by all Cllrs.

58.23 APPOINTMENT OF VILLAGE HALL REPRESENTATIVE

Cllr **Kim McDonald** was the sole nominee as proposed by PM seconded by RB and agreed by all Cllrs. KM accepted the position for the next Council year May 2023-24.

59.23 APPOINTMENT OF FALKLANDS TRUST REPRESENTATIVE

Cllr **Stephen Pemberton** was the sole nominee as proposed by SB seconded by GH and agreed by all Cllrs. SP accepted the position for the Council year May 2023-24.

60.23 APPOINTMENT OF CHURCH LIAISON REPRESENTATIVE

Parishioner **Sarah Macmorland** was the sole nominee as proposed by SM and seconded by SP and agreed by all Cllrs. Sarah was not in attendance, AR to confirm her acceptance.

61.23 REVIEW AND ADOPTION OF STANDING ORDERS

AR advised there had been no notification from EALC of changes to the Model SO as approved by the Council on 10/05/2022, and the current Standing Orders as proposed by SP seconded by KM were agreed by all Cllrs present to be readopted without amendment.

62.23 REVIEW AND ADOPTION OF FINANCIAL REGULATIONS

AR advised there had been no notification from EALC of changes to the Financial Regulations as approved by the Council on 10/05/2022, and the current Regulations as proposed by GH seconded by RB were agreed by all Cllrs present to be readopted without amendment.

63.23 REVIEW AND ADOPTION OF COUNCILS RISK ASSESSMENT

As proposed by KM seconded by GH and agreed by all, Cllrs readopted the Risk Assessment of Council activities without changes (as amended and approved at the February 2023 meeting).

64.23 REVIEW OF COUNCILS ASSET LIST

AR updated insurance values for items on the Asset List and noticed the Councils projector purchased in March 2022 has not been included in the insurance schedule. AR to contact insurance provider instructing its addition, Cllrs considered it would also be advantageous to add the projector screen as well, as the screen was donated to the Council it was agreed to insure the item to the value of £150. Once added the Asset List will be reviewed and approved at the next meeting.

65.23 PLANNING

22/01256/RESM - LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY MALDON –

Reserved matters application for the approval of appearance, landscaping, layout and scale of Phase 3 of the Western Parcel (comprising 78 residential dwellings (Use Class C3), new public open space and car parking) of approved planning application 22/00393/VARM (Variation of condition 35 (details of employment land) on approved planning permission 20/00074/FUL (Variation of condition 10 (speed review strategy) and 20 (pedestrian/cycle crossing of Limebrook Way) on approved application 19/01134/FUL (Removal of condition 11 (details of 'Access Link Strategy') on approved planning application 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.)) **LPA Deadline 10/04/2023 AWAITING DECISION BY LPA**

22/01264/FUL - TYNDALES FARM SOUTHEND ROAD WOODHAM MORTIMER – Section 73A application for Change of use of land and agricultural buildings to mixed Class E(g)/B8 Use. LPA Deadline 03/03/2023 APPROVED

23/00114/HOUSE & 23/00115/LBC – THE OLD FORGE CHELMSFORD ROAD WOODHAM MORTIMER – *Single storey rear extension, internal alterations and changes to front boundary.*
LPA Deadline 18/04/2023 APPROVED - AR advised Councillors that MDC Planning portal is showing conflicting representations from The Parish Council, the Councils recommendation of refusal standard form has been included in the list of documents but in the consultee comments tab it states that W.Mortimer and Hazeleigh Parish Council recommend the granting of planning permission, for the reasons listed below.....but no reasons are listed. Cllrs feel this is completely unsatisfactory and provides a false impression of the Councils opinion. JF to follow the matter up with the Local Planning Authority.

22/00344 – LAND ON SOUTH SIDE MALDON ROAD WOODHAM MORTIMER – *Change of use of land for 2 Gypsy/Traveller pitches comprising the siting of 1 mobile home, 1 touring caravan per pitch, alongside the formation of permeable hardstanding.* APPEAL NO. APP/X1545/W/22/33080465. **TO BE DETERMINED BY THE PLANNING INSPECTORATE Appeal Hearing date 21/06/2023** at MDC Offices.

23/00189/HOUSE - WOODLAND VIEW MALDON ROAD WOODHAM MORTIMER – *Demolition of the existing garage. Erection of a part single, part two-storey rear extension, two storey front extension, loft conversion, a car part and glazing and material changes throughout.*
LPA Deadline 18/04/2023 APPROVED - This application is subject to the same conflicting reports on the LPA Portal as noted in 23/00114 The Old Forge above.

23/00230/LDP – 5 FALKLAND GREEN POST OFFICE ROAD WOODHAM MORTIMER – *Claim for lawful development certificate for a proposed 2.4m dropped kerb.* **LPA Deadline 27/04/2023 REFUSED** (does not constitute lawful development)

23/00190/RESM- LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY MALDON ESSEX
Reserved matters application for the approval of appearance, landscaping, layout and scale of Phase 3 of the Western Parcel (comprising 77 residential dwellings (Use Class C3), new public open space and car parking) of approved planning application 22/00393/VARM (Variation of condition 35 (details of employment land) on approved planning permission 20/00074/FUL (Variation of condition 10 (speed review strategy) and 20 (pedestrian/cycle crossing of Limebrook Way) on approved application 19/01134/FUL (Removal of condition 11 (details of 'Access Link Strategy') on approved planning application 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.)) **LPA Deadline 13/06/2023 LPA TO DECIDE**

23/00136/FUL – LAND AT KEEPERS COTTAGE HAZELEIGH HALL LANE HAZELEIGH – *Demolish existing garage and replace with annex* **LPA deadline 02/05/2023 LPA TO DECIDE**

23/00278/HOUSE – KESTRELS COTTAGE LODGE ROAD WOODHAM MORTIMER – *Single storey front/side extension, loft extension with addition of two front dormer windows and external alterations.* **LPA Deadline 10/05/2023 LPA TO DECIDE**

23/00292/FUL – BARN AT OLD MILL HOUSE VINEYARD WOODHAM MORTIMER – *Convert agricultural barn into vineyard manager's dwellinghouse with associated internal and external alterations, laying out of amenity area and planting of native hedgerows and trees.* **LPA Deadline 19/06/2023. LPA TO DECIDE**

23/00275/OUT – LAND ADJACENT RICKERBY FAMBRIDGE ROAD HAZELEIGH – *Outline application with all matters reserved for a single storey self-build dwelling. LPA deadline 10/05/2032. LPA TO DECIDE*

23/00322/VARM – THE MALDON GARDEN CENTRE LIMITED CLAREMONT GARDEN CENTRE BRYANTS LANE WOODHAM MORTIMER – *Variation of conditions 7 (foul drainage scheme) and 10 (construction management plan) on approved planning permission 22/00643/FUL (Construction of a building to be used as a café, office and staff room, greenhouse, new walkway, extended car park, improved internal vehicle access, new substation, relocated polytunnel, and associated landscaping). LPA deadline 23/06/2032. LPA TO DECIDE*

23/00309/HOUSE – ANCILLARY ANNEXE AT ORCHARD VIEW GOAT HOUSE LANE HAZELEIGH – *Proposed conversion of existing garage/store to playroom, creation of a first floor terrace area to existing annexe including access and enclosed log and bin store. LPA deadline 26/05/2032. LPA TO DECIDE*

23/00368/FULL – THE MALDON GARDEN CENTRE LIMITED CLAREMONT GARDEN CENTRE BRYANTS LANE WOODHAM MORTIMER – *Part two/part single storey building to be used as a café, office and staff room, greenhouse, water storage tank, new walkway, extended car park, improved vehicle access, new substation, polytunnel, solar panels and associated landscaping. LPA deadline 30/06/2032. LPA TO DECIDE*

23/00358/FUL – THE ELMS LODGE ROAD WOODHAM MORTIMER - *Erection of Agricultural Barn. LPA deadline 09/06/2032.* Cllrs support the expansion of this local family farming business which requires the additional barn for machinery storage. It is considered the barn will merge with the existing farmyard environment in its proposed location and beneficial that the current highway access can be utilised. The entrance to the existing farm buildings descends from the highway access and therefore the height of the proposed barn should be largely obscured by the hedge on both sides of the entrance. For the aforementioned reason Cllrs recommend GRANTING the application.

66.23 SOLAR FARM COMMUNITY BENEFIT PAYMENTS

AR reminded Cllrs to be considering various projects for funding being offered from the Solar Farm development so they can be identified as 'ear marked reserves'. RB suggested an appropriate policy document should be drafted so that all matters are transparent and identifiable. All agreed, RB and GH to draft a relevant policy document

67.23 COUNTY/DISTRICT COUNCILLORS REPORTS

County Cllr JF's monthly report has been circulated. It was noted that Mark Durham and Simon Morgan have been re-elected as the District Cllrs representing Woodham Mortimer and Hazeleigh Parishes. JF advised Locality funding is now available again for Parish Council applications, SB requested a specific agenda item to identify Locality Funding suggestions. JF advised The Local Highways Panel will continue to exist but less money will be available.

68.23 HIGHWAY MATTERS

A414 Pedestrian Crossing – *measures to aid crossing the hazardous A414 Maldon Road. Scheduled for early 2023 feasibility study.* JF advised, at the previous LHP meeting funding for the pedestrian crossing feasibility study has been approved and should commence shortly.

Footway Defect A414 – *Foliage/soil restricting width of footway/pavement between Runsell Green Danbury and Woodham Mortimer Church. (First logged by Essex Highways at site meeting with SB 14/09/2018. Logged again by AR as a defect on 06/12/2022 Ref: 2808413).* JF advised this will be added to a new Footway Scheme shortly launching.

Lodge Road – (adjacent to Old Mill House) (*enquiry Nos. 2525149 logged 15/07/2017) and 2705814 logged 01/03/2021*) rotten verge reflector post. No activity.

Lodge Road (junction with A414 Maldon Road) – *earth deposits on verge (ref No. 2710764 logged 29/03/2021)*. No activity.

Footpath 11 Hazeleigh – *width restriction, loss of wildlife habitat.*

Following discussions in the Public Forum Cllrs considered the historic information provided by the County Council in respect to the recorded width of the path, its previous nature along with potential future access issues as the adjacent hedge matures and resolved to request that the Highway Authority seek to reinstate the full width of the path that the public previously enjoyed. Although it appears the large metal field gate at the Loge Road end is obstructing the full width it was considered its removal could lead to unlawful motorised vehicle access and potential fly tipping behaviour, there does not appear to be any livestock grazing the path and therefore it would seem beneficial to remove the kissing gate in order to provide more user friendly access for walkers with push chairs and wheelchair users when conditions allow. AR to contact Public Rights of Way Officers advising parishioner and Parish Council preferences.

69.23 BUS SHELTERS/STOP SIGNS

AR has contacted an ECC advised contractor seeking a quotation for cost of works to remove graffiti, foliage and litter from the two respective bus shelters opposite Post Office Road and Royal Oak Roundabout.

70.23 FINANCIAL

Balance of Accounts:

Unity Trust T1 Current Account	£371.32
Unity Trust Instant Access Savings Account	£8,827.39
Total funds on deposit	£9,198.71

Authorisation of payments:

Chairman's Allowance (Gift voucher and card for retiring Cllr)	£30.99
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As retiring Cllr Andrew Macmorland was one of three payment authorising Cllrs it was agreed that Cllr Stephen Pemberton would replace Andrew and become the new 3rd authorisee. Change of signatory forms to be completed and delivered to banking providers.

The Council are now required to complete their Annual Governance and Accounting Return, AR approached the previous year's internal auditor, fees have increased but only marginally outside of the Councils predicted budget and still less expensive than audit fees prior to 2022. Given the difficulties of locating a respective internal auditor previously Cllrs again appointed Heelis & Lodge as the Internal Auditor to audit the accounts for finance year 2022-2023.

The above financial matters as proposed by AM and seconded by SP were agreed by all Cllrs.

71.23 INFORMATION ONLY

Cllrs agreed that retiring Cllr Andrew Macmorland's email address should now be deactivated. Date of next scheduled meeting is the Ordinary Council Meeting on 13/06/2023 at 7:30pm.

Simon Brady (Chairman to the Council) 13/06/2023