

Woodham Mortimer With Hazeleigh Parish Council

EXTRAORDINARY PARISH COUNCIL MEETING

Minutes - MONDAY 27 APRIL 2015

Convened at Woodham Mortimer Village Hall at 8.00pm

In attendance: Parish Councillors; Pauline McDonald (Chair)(PM), Kim McDonald (KM), Andrew Macmorland (AM), Simon Brady (SB), Stephen Pemberton (SP)
Andrew Ritchings (AR: Clerk to the Council recording proceedings)
Nine members of the public were in attendance

56.15 APOLOGIES OF ABSENCE

Parish Cllr Kim Broadhurst sent his apologies due to work commitments.

57.15 DECLARATIONS OF INTEREST

KM and PM declared a non-pecuniary interest in item 59.15 FUL/MAL/15/00338 Lynfield, Post Office Road, that interest being they are adjacent property owners to the application site.

58.15 OPEN MEETING TO THE PUBLIC

The nine members of public in attendance wished to express their objection to the planning application at Lynfield, Post Office Road. Various concerns raised included:

- Application appears to be very similar to the previously refused application dated February 2015
- The premises recently received an inspection from the Environment Agency due to concerns of asbestos disposal.
- Main differences are the new proposed properties are slightly wider and slightly lower than the previous application
- The relocation of the garage provides less access space for neighboring properties
- Adjacent neighbouring properties have severe concerns with respect to their privacy as one of the new houses would look directly into their bedrooms and kitchen and would also result in the loss of views to garden wildlife
- There are valuable trees within the site and the application does not appear to allow for their protection, it is recommended that an arboricultural survey be carried out on both the trees and hedgerow
- The site has historically provided a single storey bungalow and it is felt a larger development would far exceed the suitability of the compact area.
- Concerns were raised regarding the at capacity sewage treatment works and it is doubtful the system could cope with the extra occupants that 2 properties would provide
- The existing bungalow was originally sold as a 2 bedroom property and the application states it to be a 4 bedroom property
- It is not thought the incumbent drainage systems would be able to cope with storm water run-off and heavy periods of rain.

Chairman thanked the members of public for their attendance and comments and advised that any representations they wished to make should be sent to the Planning Authority in time for the close of the consultation period. The Council would be discussing the matter in order to resolve a representation to be sent to the PA following the closure of the public speaking agenda item.

Close meeting for public speaking

59.15 PLANNING

FUL/MAL/15/00338 – LYNFIELD POST OFFICE ROAD WOODHAM MORTIMER–

Demolition of existing dwelling and replace with 2 chalet style 1½ storey dwellings with a single garage to plot 1.

Cllrs objected to the previous refused application at this site (FUL/MAL14/01225) and do not feel the present re-submitted application for chalet style properties has adequately addressed

the refusal reasons. Although the new properties will be marginally reduced in height than the previous application the width has increased and Cllrs feel the properties are grander in style to that of chalet description. SB proposed and AM seconded the Council OBJECT to this re-submitted application on the same grounds as the previous aforementioned application additionally noting to the Planning Authority the reference to the inappropriate 'chalet' style description and lack of survey associated with respective Wildlife. All Cllrs present agreed.

All nine members of the public departed the meeting having been invited to remain for the conclusion of Council business.

FUL/MAL/15/00137 – THE WILLOWS BRYANTS LANE WOODHAM MORTIMER– Part demolition of ground floor rear parts and formation of new single storey extension to rear. 2 new windows front elevation.

Cllrs resolved to SUPPORT this application as it appears not to have a negative impact on the surrounding environment or character of the existing property. Proposed by SB and seconded by KM and agreed by all present.

Actions AR to submit representations to the PA as outlined above

60.15 **CORRESPONDENCE**

For Circulation:

Correspondence handed to Cllrs for circulation as noted on the 27 April 2015 Agenda.

For Discussion:

The Dengie Projects Trust – As with other donation requests Cllrs resolved not to support the Dengie Projects as it has been previously decided only to support organisations associated with Woodham Mortimer and Hazeleigh in order that public money will directly benefit parishioners.

Notice of Annual Return – AR advised the Annual Return request had been received from the External Auditors and detailed Council financial accounts was presented to the Internal Auditor for scrutiny earlier today (27 April). The Internal Auditor report is due to be completed in time for 08 May 2015 public inspection period.

MDC Community Resilience – a request has been received from Gerry Richardson of MDC seeking contact details for members of the Parish Council should any emergency community measures need to be advised – it was agreed that AR as the Clerk to the Council would provide his contact details as the initial communication.

Danbury Parish Council – A letter had been received from Danbury Parish Council regarding their concerns of the effect on the A414 following the submission of the Maldon Local Development Plan. The Parish Council would like to open dialogue with Essex County Highways and Chelmsford City Council and offer to host any such meetings. Cllrs agreed with all the concerns raised by DPC and asked AR to respond indicating members of this Council would be happy to attend any meetings arranged by DPC.

Change of meeting days – An email received from District Cllr Bass requested the Parish Council consider changing meetings to the third Tuesday each month which would allow the District Councillors to attend more meetings as they clash with other Councils in the Ward. The Chairman had made enquiries with the Village Hall Committee and noted that the Village Hall had a regular booking each third Tuesday, it was also thought that meeting convention on second Tuesdays had been historically adopted and known by members of the public and changing the day may cause some confusion. All Cllrs agreed to maintain its existing convention of meeting each second Tuesday.

NALC Transparency Code (publishing of Agenda & minutes & Legal Topic Note 5 (Parish & Community Meetings) - AR advised Cllrs of the recently published NALC (National Association of Local Councils) Legal Briefing; *Introduction of Transparency Obligations for smaller authorities*, which imposes Parish Councils to make certain documentation freely available on a public website. At present the Parish Council does not have its own website and would therefore expedite matters with respect to setting up an appropriate site (to be further discussed in item 61.15 below).

AR also drew Cllrs attention to the NALC Legal Topic Note 5 advising of meeting minutes to be made available on a website. A further item noted that a Council cannot lawfully make decisions on items not noted on the meeting agenda and as such items such as Any Other Business and Matters Arising should be avoided as agenda items. Cllrs agreed it would be

best practise to adhere to the NALC advise and advised AR to remove both aforementioned items from future agendas.

Cllr SB had to leave the meeting due to family commitments.

Actions *AR to provide Clerk details to Gerry Richardson
AR to respond to Danbury PC letter
AR to notify District Cllr Bass of second Tuesday meeting days
AR to remove two common items from future agendas*

61.15 PARISH COUNCIL WEBSITE

KM advised he had spoken with the company who maintain his business website and they advised their main business was the construction and maintenance of websites and the Council would be better served by approaching domain name registration companies directly. Should the Council require websites services in the future the company could be contacted once the domain name is registered. AR advised that ECC provides free hosting using standard templates for Parish Councils to be able to provide information online.

Actions *AR to contact Titan for final estimates for cllrs to determine at next meeting which company would provide the registration service*

62.15 ANY OTHER BUSINES

Review of succeeding meetings – AR advised that due to the length of times of most meetings and in particular when both the Annual Parish and Council Meetings coincide with normal monthly meetings it may be worth considering arranging separate meetings or commencing proceedings earlier. Cllrs thought it would be best to convene meetings 30 minutes earlier at 19:30 but would defer a decision until next month when other Cllrs would be able to debate the suggestion.

Date of next Meeting Tuesday 12 May 2015. The 2015 Annual Council Meeting would commence prior to the usual monthly meeting.

Simon Brady (Chairman to the Council)

Tuesday 12 May 2015