

Woodham Mortimer With Hazeleigh Parish Council  
**MINUTES - TUESDAY 10 FEBRUARY 2015**

Held at Woodham Mortimer Village Hall 8.00pm

**In attendance**

Parish Councillors: Pauline McDonald (Chair)(PM), Kim McDonald (KM), Andrew Macmorland (AM), Simon Brady (SB), Stephen Pemberton (SP), Kim Broadhurst (KB)

District Councillor: Mark Durham

Andrew Ritchings (AR: Clerk to the Council recording proceedings)

**15.15 APOLOGIES OF ABSENCE**

County Cllr Penny Channer, District Cllr Henry Bass

**16.15 DECLARATIONS OF INTEREST**

Although not being debated: - AM declared a non-pecuniary interest in 19.15 Planning **OUT/MAL/14/01182 – LAND SOUTH OF HATCH HOUSE FARM BURNHAM**, that interest being he conducts some business activities with the applicant not associated with the site concerned, and PM & KM declared a non-pecuniary interest also in 19.15 Planning **FUL/MAL/14/01225 – LYNFIELD, POST OFFICE ROAD** their interest being adjacent property owners.

**17.15 OPEN MEETING TO THE PUBLIC**

There were no members of the public present.

**18.15 PREVIOUS MINUTES**

The minutes of the Council Meeting held on 13 January 2015 were proposed by KM and seconded by SB as a true record of events and agreed by all present at that meeting.

The minutes of the Planning Sub-Committee Meeting held on 23 January 2015 were proposed by KM and seconded by IS as a true record of events and agreed by all present at that meeting.

The minutes of the Planning Sub-Committee Meeting held on 02 February 2015 were proposed by KM and seconded by SB as a true record of events and agreed by all present at that meeting.

The Chairman duly signed all aforementioned minutes as a true record of events.

**19.15 PLANNING**

**Land opposite Mill Cottage** – no updates

**NEW BARN LODGE ROAD WM** - no updates

**SOUTHWOODS HAZELEIGH HALL LANE** – MDC enforcement officer (EO) carried out a site visit on the 16.01.2015 and viewed 4 touring caravans, and 2 static mobile homes together with a porta cabin. The EO has advised that the touring caravans need to be removed immediately and a Planning Application is required to be made in order to retain the Porta cabin and Static Mobile homes. SB proposed a letter of thanks to the enforcement officer.

**FUL/MAL/14/00931 & LBC/MAL/14/00932 – CRODONS BARN POST OFFICE ROAD WM** – Conversion and extension of existing barn to provide live/work unit. Erection of single storey timber framed house. **APPROVED with conditions**

**WTPO/MAL/14/01078 – OAKSIDE POST OFFICE ROAD WM** - TPO Oak – removal of ivy when dead. **Awaiting Planning Authority decision**

**OUT/MAL/14/01103 – LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY MALDON** – Outline application for up to 1,000 dwellings, employment area, primary school, open space, allotments sports playing field, landscaping, vehicle access onto existing highway network and associated infrastructure. **Awaiting Planning Authority decision**

**HOUSE/MAL/14/01154 – NEULANDS CONDUIT LANE WM** – Roof conversion, with three dormers to the front and one to the rear, also a gable wall to the rear. **APPROVED with conditions**

**T&CPA 1990 (TREE PRESERVATION REGULATION 2012) ORDER NO.7/14 – MANDALAY POST OFFICE ROAD WM** – Provisionally effective Order to be confirmed or otherwise within a period of 6 months.

**FUL/MAL/14/01225 – LYNFIELD POST OFFICE ROAD WM** - Demolition of existing detached bungalow and garage. Erection of 2 No. link detached properties and single garage. **REFUSED**

**OUT/MAL/14/01182 – LAND SOUTH OF HATCH HOUSE FARM BURNHAM ROAD** Erection of farm workers dwelling. **Awaiting Planning Authority decision**

**FUL/MAL/01109 – LODGE FARM LODGE ROAD HAZELEIGH** – variation of condition 2 on FUL/MAL/00994 double garage and conversion of existing bungalow. **APPROVED with conditions**

**Actions** AR to compose letter of thanks re: Southwoods

## 20.15 **MATTERS ARISING FROM PREVIOUS MINUTES**

Further to correspondence with County Councillor Penny Channer regarding the Highway Authority criteria when determining repair decisions, advice had been given that the Maintenance Strategy document gained from the HA website originally dated 2008 with amendments updated in 2013 had proven to be rather challenging for Cllrs to extrapolate any meaningful information due to its technical nature. The only alternative suggested by the HA is to use their website <http://www.essexhighways.org/Transport-and-Roads/Roads-and-Pavements.aspx> which explains different aspects such as our pothole criteria more simply. Cllrs had not found this response particularly useful, and would browse the information on the website when convenient.

Information from A & J Light Solutions had confirmed the location of the 5 lamp posts identified by the Council forming their street lighting maintenance liabilities. It had been noted that the light at the junction of Lodge Road and Burnham Road Hazeleigh had not been working for some time, if the Council were to instruct A & J to facilitate an inspection a minimum cost of £87.50 would likely be due. AR advised that budget allocation for lighting was already on course for a minimal overspend and this extra amount would exceed budget expectations quite substantially. Cllrs resolved to wait until the contracted yearly inspection in July 2015 was due in order to facilitate a repair with minimal effect to predicted budgets.

**Actions** Cllrs to review highway repair criteria on website

## 21.15 **DISTRICT COUNCILLORS REPORT**

District Councillor Mark Durham informed the Council that the inspector appointed by the Secretary of State for the Local Development Plan Examination in Public completed their inspection on Wednesday 04 February 2015, a decision is expected to be made by 08 May 2015. The key examination areas have been infrastructure and housing.

Although the District Council had previously had some success with respect to prosecutions related to discarded litter at areas frequently utilised by parked vehicles, they have now been advised it is no longer appropriate to be able to report individual registration plates in order to identify vehicle owners.

The District Council are intending to launch a pilot 'dog watch' scheme, whereby regular dog walkers are able to enrol on the scheme and be provided with appropriate contact details in order to report any incidents or suspicious activity. It is believed regular dog walkers are likely to be aware of any unusual activities within their own locality.

The renovation of the Blackwater Leisure Centre is progressing well and on course for completion as originally expected.

## 22.15 **HIGHWAY MATTERS**

The Council have been advised that recent highway works carried out in Bryants Lane Woodham Mortimer were not associated with Essex Highway Enquiry No. **2319059** verge damage, reported in April 2014 which is still an outstanding matter.

Enquiry No.s **236748** & **2369741** reported in November 2014 regarding pot holes and surface defects at Hazeleigh in Lodge Road near to the Burnham Road junction have been repaired, along with other verge and ditch issues in Lodge Road that were causing flooding problems towards Elms Farm Woodham Mortimer.

**A414 Maldon Road between Bryants Lane/Tom Tit Lane – Blocked drains x2 - Enquiry 2330259** - no further updates

**Tom Tit Lane near Bryants Lane – Blocked drain - Enquiry 2330260** no further updates

**Verge defects Lodge Road Woodham Mortimer – from its junction with the A414 to Hazeleigh Hall Lane - Enquiry 2319066** no further updates

SB proposed that the long standing highway enquiries be removed from the Agenda until such time any actions by the Highway Authority are taken, AR advised that he would be concerned that once removed from Agenda the items would be forgotten although a separate highway defects spreadsheet is maintained which keeps a log of all enquiries completed and outstanding. Cllrs resolved to keep all enquiries on the Agenda but to note a date with each issue in order to seek updates at appropriate intervals.

**Actions** AR to note enquiry dates for all future meetings

## 23.15 CORRESPONDENCE

### For Circulation:

Circulation correspondence passed to cllrs as noted on the 10 February 2015 Agenda

### For Discussion:

DHG PC Meeting 18 March 2015 – AR would endeavour to attend

Unity Trust Bank – Changes to payment processing. Correspondence received has noted that UTB intend to employ Natwest Bank to undertake their online banking systems, there would be not change to the Councils account and log-in details would remain unchanged in order to conduct financial activities.

A late consultation letter was received regarding the Turncole Wind Farm which would be put into circulation and the chairman would decide if a Planning Meeting is required.

Letter received from a local parishioner from Woodham Mortimer discontented with the poor condition of the A414 at the access to the Royal Oak Quarry and concerns at the way local hedgerows have been “butchered”. Cllrs asked AR to write to the parishioner advising a letter would be sent to Glen Shaw the Planning Officer overseeing matters at the quarry.

Letter received from a local parishioner living in Lodge Road notifying the Council of a frequently parked car damaging the highway verge. AR to respond indicating verge damage has already been reported to Essex Highways and advise contacting police regarding parking. Information Sharing - potential emergencies – defer to next meeting.

Invite to Danbury Annual Parish Meeting – cllrs unable to attend.

**Actions** AR to respond to two parishioners re: Royal Oak Quarry and Lodge Road

## 24.15 BALANCE OF ACCOUNTS

AR reported: Tailored account balance £19901.03; Tailored deposit account balance £2405.60 and Alto Debit Car balance £99.50

Non signatory KM scrutinised the Councils quarterly bank statements against Clerks cash book Oct - Dec 2014, all was in order and the Chairman duly signed the statements.

## 25.15 AUTHOURISATION OF PAYMENTS

A & J Lighting Solutions (DD) October 12.41 (10.34)

E.ON non-metred electricity (SO) October 10.41 (9.91)

The above payments proposed by SB seconded by KM were approved by all cllrs present.

## 26.15 RISK ASSESSMENT OF PARISH COUNCIL ACTIVITIES

Final amendments were made to the Parish Council's risk assessment of Council business and activities, SB proposed and KM seconded the Council adopt the Risk Assessment which was agreed by all Cllrs and duly signed by the Chairman.

## 27.15 PARISH COUNCIL WEBSITE

Defer to next meeting, KM would seek further info and estimates from Titan.

**Actions** KM to contact Titan

## 28.15 ANY OTHER BUSINES

There was no other business to discuss.

**Date of next Meeting** Tuesday 10 March 2015