

# Woodham Mortimer with Hazeleigh Parish Council

## ORDINARY COUNCIL MEETING

### MINUTES - TUESDAY 11 SEPTEMBER 2018

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

**In attendance:** Parish Councillors: Simon Brady (SB) Chairman, Pauline McDonald (PM), Kim McDonald (KM), Kim Broadhurst (KB), Stephen Pemberton (SP), Andrew Macmorland (AM), Richard Britton (RB)

Andrew Ritchings (AR) Clerk to the Council recording proceedings

6 members of public

#### 120.18 APOLOGIES OF ABSENCE

Apologies were received from County Cllr Penny Channer due to being away on holiday.

#### 121.18 DECLARATIONS OF INTEREST

There were no declarations of interest made by Cllrs.

#### 122.18 PUBLIC FORUM

Members of public in attendance expressed their concerns to the dangers associated with the speed of traffic travelling along various village roads, and in particular to the recent fatalities suffered in a car accident in Hazeleigh between the Goat House Lane/Lodge Road crossroads and the Purleigh Parish border. This has again raised parishioner awareness that the restrictions being sought by the Parish Council for many years are in need of implementation. Councillors advised that a recent site meeting with the Highway Authority and County Councillor met with opposition from the Highway Authority for any speed restrictions to be introduced, which was hugely disappointing to The Council, however with the support of the County Councillor they will continue to pressure the authority for action and advise anyone with similar concerns to contact their County Councillor and local Member of Parliament directly. Cllrs advised to note the recent discussions with the Parish Council and mention their support for the proposals made by the Council in their correspondence, the Parish Clerk can be copied to any correspondence if considered helpful.

As the public forum concluded one member of public wished to express their support for the St Margaret's Rectory application to provide 13 car parking spaces. It is understood some parishioners are reluctant to attend church services due to the difficult parking conditions alongside the A414 and it is hoped the introduction of extra parking will allow more people to attend services helping to mitigate some of the A414 conflict issues.

#### 123.18 PREVIOUS MINUTES

The minutes of the Ordinary Council Meeting held on 10 July 2018 proposed by SP and seconded by RB were agreed as a true record of events and duly signed by SB.

#### 124.18 PLANNING

**OUT/MAL/15/01327 – LAND NORTH AND WEST OF KNOWLES FARM WYCKE HILL MALDON** – *C3 residential development (up to 320 homes) of mixed form, size and tenure, small scale B1 employment development (up to 2,000sqm), C2/D1 community uses, a new relief road to the north of A414, strategic landscaping, pedestrian and cycle linkages, estate roads, open space, drainage and sewerage (including SUDS) and other associated development.* - **DECISION TBA FROM PLANNING AUTHORITY** – it is unknown why the Planning Committee decision date of 23/03/2017 has yet to be resolved.

**WOODHAM MORTIMER PLACE** – *Reported development (27/02/2017)* – no further information from MDC

**18/00494/FUL - LAND SOUTH OF WYKE HILL AND LIMEBROOK WAY** *Application For Infrastructure Works, Including; Foul And Surface Water Drainage, Provision Of Highways, Proposed Site Levels And Associated Works* **APPROVED**

**18/05023/DET - LAND SOUTH OF HATCH HOUSE FARM BURNHAM ROAD**

**HAZELEIGH** - Compliance Of Conditions Notification Of Approved Application Out/Mal/14/01182 (Erection Of Farm Workers Dwelling) Condition 7 - Materials. Condition 8 - Boundary Treatment. Condition 11 - Foul Treatment. Condition 12 - Surface Water Drainage **CONDITIONS CLEARED**

**18/00531/RES - LAND SOUTH OF WYKE HILL AND LIMEBROOK WAY MALDON**

Approval of reserved matters (layout, scale, appearance and landscaping) for Phase 1 of the Eastern Parcel of the wider Land South of Wyke Hill and Limebrook Way site (LPA Application Ref. FUL/MAL/18/00071), comprising the construction of 200 residential dwellings (Use Class C3) and associated works **APPROVED**

**18/05078/DET - LAND SOUTH OF WYKE HILL AND LIMEBROOK WAY MALDON**

Compliance with conditions notification 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.) Condition 45 - Trees & hedgerows. Condition 47 - Position & proposed depth of excavation trenches for all services. Condition 54 - Allotments plan. Condition 61 - Management & maintenance of all watercourses. Condition 64 - Foul water drainage. Condition 67 - Submission of archaeological assessment. Condition 68 - Secured implementation of archaeological assessment. Condition 74 - Contaminated land assessment. Condition 81 - Construction Environmental Management Plan (CEMP). Condition 84 - Superfast broadband **DECISION TBA FROM PLANNING**

**18/00626/HOUSE - 3 MEARD POST OFFICE ROAD WOODHAM MORTIMER – Single storey rear extension **APPROVED****

**Fairviews (Formerly Land Adj to Colts Pightle), Post Office Road – Conditions compliance (25/06/2018) – MDC confirmed investigation has commenced**

**18/00549/HOUSE – ROSEMARY COTTAGE 15 CONDUIT LANE WOODHAM MORTIMER – Demolish existing detached garage and outbuildings and erect part single part two storey side and rear extensions with integral garage. **APPROVED****

**18/00464 KINVARA MANOR LODGE ROAD HAZELEIGH – Proposed two storey front/side extension with existing part roof raise. **APPROVED****

**18/00753 ORCHARD HOUSE LODGE ROAD WOODHAM MORTIMER – Proposed carport. **APPROVED****

**18/00874 OAKSIDE POST OFFICE ROAD WOODHAM MORTIMER – Claim for lawful development certificate for proposed remodel of existing dwelling including single storey rear extension and providing habitable room within existing loft space and the introduction of Velux rooflights within the existing roof. Alter existing elevations. Cllrs are unaware of any matters that would prevent the claim for lawful development.**

**18/00871 ST MARGARETS RECTORY MALDON ROAD WOODHAM MORTIMER – To provide a 13 space car park, construction of a new entrance, removing some hawthorn hedging, gravelled parking area, cycle parking, kerb edging and closed boarded fencing to enclose car park. Concerns were raised regarding an additional entrance being added and wonder whether it will be accepted by Essex Highways. It is understood that at present parking is allowed by invitation only and the application would guarantee parking for church activities in perpetuity. In conjunction with discussions aforementioned during the Public Forum the majority of Cllrs support the car park development within the site of the Rectory which is considered to help mitigate the current parking conflict conditions endured alongside the A414 and provide continued parking without the need for permissive use. Cllr RB was not in support as he believed adapting the existing entrance could provide extra parking and enhance the road view therefore reducing costs to allow funds to be utilised**

elsewhere. As the majority of Cllrs were in support it was resolved to recommend GRANTING permission.

## **125.18 DISTRICT/COUNTY COUNCILLORS REPORT**

As County Cllr Channer was on holiday she had informed the Clerk by email that business continued as usual with no real major items to report other than the County Council are heading towards autumn budget preparations.

## **126.18 HIGHWAY MATTERS**

### **A414 PROPOSALS**

- 1. extend the 30mph limit currently imposed on the A414 Chelmsford Road from Oak Corner Roundabout along Maldon Road to Rectory Lane**
- 2. introduce a 40mph limit on Maldon Road from Rectory Lane to Lodge Road**
- 3. extend the current 40mph limit on the B1418 Southend Road from The Grange to Oak Corner Roundabout** (this would reflect the same limits applied through Bicknacre and Woodham Ferrers)
- 4. introduce a 40mph limit along the B1010 Burnham Road from Oak Corner Roundabout to the crossroads at Lodge Road Goat House Lane** (this would reflect the same limits applied along the Fambridge Road Hazeleigh)
- 5. introduce 2 crossing points on the A414 in Woodham Mortimer;**
  - 1) to access the footways near Post Office Road and the bus stop opposite
  - 2) to access the footways adjacent to Bryants Lane and Conduit Lane

Site meeting 26/07/2018 – Parish Cllrs, County Cllr Channer, Essex Highways Officers, local resident: following the aforementioned meeting arranged to discuss the above mentioned proposals put forward by the Parish Council, Cllrs were disappointed at the opposition to the suggested introduction of various speed limits. The Highway Authority were however, acceptable to progress the feasibility of traffic islands which will be taken forward. A summary of the Highway Authority reasons/comments against introducing speed restrictions are as follows:

- Although there is a 40mph limit in parts of Danbury the A414 is not classified as a category 1 route as it is through Woodham Mortimer
- It is not possible to have a 30mph limit on a category 1 route
- Reducing the limit to 30/40 mph is likely to cause more accidents
- There are not enough houses facing the A414 for it to warrant a 30mph limit
- Residents suffering difficulties joining the A414 from side roads are advised to travel via the B1010
- It may be possible to introduce a 40mph limit on the Southend Road and this will be looked into
- Pedestrians finding it difficult to cross the A414 are advised to wear hi-viz clothing
- Zebra crossings would not be appropriate on a category one route unlike in Danbury, although the possibility of traffic islands will be reviewed
- The HA understand that most complaints are from long term residents and not from newly located parishioners
- The situation will be reviewed on a yearly basis

In light of the recent fatalities on the B1010 and further concerns raised by more parishioners the Council resolved to continue seeking the proposals for speed restrictions before more serious accidents/fatalities occur. AR would follow up with County Cllr Channer with respect to best way forward and the most relevant officers to contact.

SB advised no response had been received from his email to Essex Highways following the site meeting and AR was asked to follow this up.

Other matters noted from the site meeting was that large sections of the pavement are in need of clearance and overhanging hedge encroachment, it has also been noted clearance is needed from Danbury down to Oak Corner.

**Actions** AR to contact Cllr Channer

*AR to contact J Simmons for response to Chairman email  
AR to log clearance/encroachment issues for pavement from Danbury to Oak  
Corner roundabout continuing up to Woodham Mortimer church*

**Lodge Road (junction with Hazeleigh Hall Lane - (enquiry No. 2438287 logged 28/12/2015)** *Continuous running water from ditch – AM informed the Council Anglian Water had attended site and finally repaired the water main leak*

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

**Lodge Road (junction with A414) – (enquiry No.s 20385657, 2502209,3146993)** *Continuous running water from ditch adjacent to storage compound – SB & AM will be meeting with the landowner and Essex Highways officers on 14/09/2018*

**Lodge Road 'unsuitable for heavy goods vehicles' signage (application 28/03/2016) –** *Approved for delivery in the 2018/19 works programme - there was some confusion regarding whether the signs have now been erected as a new sign seemed to be in place at the A414 end although it was reported that the request was for the missing sign at the B1010 end. AR and Cllrs would check in the course of passing and report back next meeting.*

**Lodge Road – verge damage due to bus route utilisation –** *Following the receipt of Essex Highways inspection report which found that contrary to Cllrs opinions no verge repairs are required SB advised to remove this item from the agenda and Cllrs would monitor the situation and report any further significant damage.*

**Fambridge Road – vehicle speeding issues and proposed footway –** *The Community Protection Team have advised the Council they would be able to attend the location suggested by the Council in order to utilise the newly introduced TruCam laser speed guns. AR will be providing the 2<sup>nd</sup> quarter budget review at the October meeting, KB will review the most appropriate days/times in order to employ the speed gun officers and the Council will agree funding at the next meeting.*

**Actions** *KB to review best days/times for TruCam speed guns for October meeting*

**Tom Tit Lane – heavy goods vehicle signage –** *EH have agreed to replace the weight limit sign with an 'unsuitable for HGV' sign – no activity*

**Brook Cottage Burnham Road - hazardous highway entrance, visibility issues. LHP Scheme Validation Request ref: LMAL172030 dated 27/03/2018 -** *The Highway Authority conducted a Local Highways Panel review and concluded there appears to be no pattern of vehicle accidents at the location and access is restricted due to the geometry of the lane and foliage/vegetation on the inside of the bend. There are no physical measures that can be placed on the highway to improve visibility, however the hedge could be removed from the highway verge allowing the driveway entrance to be widened improving visibility, the estimated works cost is £3,000. Residents have already cut trees back which has had limited visibility improvements but increased noise levels. It has been decided by interested parties that rather than severe cutting of the hedge the situation will be monitored over the next few months.*

**A414 Chelmsford Road – (enquiry No. 2574475) 30mph limit sign damage –** *no activity*

**Post Office Road – concerns of due care and attention by bus drivers.** *Essex County Council Passenger Transport Team have advised they have contacted Hedingham and drivers have been made aware of complaints. A response from Hedingham advised the opportunity to speed at this location is not possible and drivers are aware of respective speed limits in force, nevertheless, they have been reminded to adhere to the limits. If the Parish Council is able to provide dates and times for bus services seen speeding along this 30 mph road, Hedingham will investigate further. PM agreed to monitor the bus activity and note days/times should any appear to be driving unsafely.*

## **127.18 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN**

*The external auditors PKF LittleJohn have certified the Councils AGAR year ending March 2018 – information provided in Sections 1 & 2 are in accordance with proper practices and no other matters have given cause for concern that relevant legislation and regulatory*



requirements have not been met. There are no other matters to draw to the Councils attention that would not affect the aforementioned opinion. Notice of the conclusion is required to be posted on the village notice boards and also uploaded to the Council's website.

An unexpected invoice to the sum of £240.00 has been supplied with the certification. AR contacted PKF seeking a waiver of the invoice, it was understood as per previous year's there would be no charge for Councils with turnovers less than £25K. The response from the Auditors advised they very much understand the confusion the new legislation has caused across the smaller authorities in England based on the feedback received throughout the reporting season and in particular the impact of the charging of fees where cash resources are limited. However, they indicate they are under instruction from the Smaller Authorities' Audit Appointments Ltd and are not able to waive the fee as the audit review has been carried out. Cllrs reluctantly agreed to pay the audit fee and AR would endeavour to make sure no fees will be due next year (pending any SAAA rule changes).

**Actions** AR to post notice of Audit conclusion in village notice boards and online

### 128.18 FINANCIAL MATTERS

**Account Balances:** AR advised account balances as follows: Unity Trust Current Account T1 (£362.71); Instant Access Account (£4409.96) Total funds on deposit = £4772.67

**Authorisation of payments:** Canon printer Ink 32.47; Clerk salary nett £494.46; HMR&C payment £123.60; Clerk work from home allowance 52.00 (13 weeks); External Audit fee £240.00; Dengie Hundred Group of Parish Councils affiliation fee £15.00.

In order to have enough funds available to meet payments from the T1 Current account the sum of £1,000 will be transferred from the Instant Access Deposit account.

A Direct Debit Bank Mandate for the Information Commissioners Officer was completed by authorisees (see item 131.18 GDPR below)

The above payments and DD as proposed by KB seconded by AM were agreed by all Cllrs

### 129.18 PUBLIC RIGHTS OF WAY REPRESENTATIVE REPORT

AM advised that following complaints of restricted access to Footpath 11 Hazeleigh (at the rear of the old Hazeleigh churchyard off Lodge Road) the Highway Authority have attended site and cleared the path.

### 130.18 CORRESPONDENCE

There are no items of correspondence for discussion

### 131.18 GENERAL DATA PROTECTION REGULATIONS

AR advised he has finally received a response to his email of 01/05/2018 from the Information Commissioners Office. The ICO have confirmed that Parish Councils do need to Register, though they do not need to appoint a Data Protection Officer. AR registered the Council on 07/08/2018 (Application No. A8292964) which now requires a payment of £40, however if the Council authorises a direct debit mandate then a £5 discount is applied. Cllrs have already authorised a payment for ICO registration as per minute item 42.18.2 at the 13 March 2018 meeting. All Cllrs agreed to approve the DD Mandate which was duly signed by SB and PM.

Further to the Data Audit document completed and circulated by AR there was no further information to be added by Cllrs and AR advised he would now proceed with the privacy policy stage.

### 132.18 INFORMATION ONLY

The next quarterly meeting of the DHGPC will be held in Steeple Village Hall on 26/09/2018 at 7.30 pm. Nicholas Alston Chairman of Mid Essex Hospital Services NHS Trust will be in attendance to speak of the work covered by the Trust.

Date of next ordinary meeting 09 October 2018

..... *Simon Brady*..... (Chairman to the Council) 09 October 2018