

# Woodham Mortimer With Hazeleigh Parish Council

## ORDINARY MONTHLY PARISH COUNCIL MEETING

# MINUTES - TUESDAY 12 JANUARY 2016

Convened at Woodham Mortimer Village Hall 7.30pm

### In attendance

Parish Councillors: Simon Brady (Chairman(SB)), Pauline McDonald (PM), Kim McDonald (KM) Stephen Pemberton (SP), Andrew Macmorland (AM) Ian Spurr (IS) Andrew Ritchings (AR: Clerk to the Council recording proceedings)

The Chairman wished everyone a Happy New Year!

### 01.16 APOLOGIES OF ABSENCE

There were no apologies received.

### 02.16 DECLARATIONS OF INTEREST

KB declared an interest in Planning item Land South of Wycke Hill with respect to the proposed footway link, his interest being the publican of the Royal Oak PH.

SP declared an interest in correspondence item South Maldon Garden Suburb Liaison Panel meeting invitation, his interest being a land owner to areas of the proposed development.

### 03.15 OPEN MEETING TO THE PUBLIC

There were no members of the public present.

### 04.16 PREVIOUS MINUTES

SP proposed and KB seconded that the minutes of the Council Meeting held on 08 December 2015 were a true record of events, this was agreed by all cllrs present at that meeting and duly signed by the Chairman.

### 05.16 PLANNING

**LAND OPPOSITE MILL COTTAGE** – area to be restocked

**OUT/MAL/14/01103 – LAND SOUTH OF WYCKE HILL AND LIMBROOK 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, including footway link from Royal Oak PH and provision of Public Rights of Way linking Maldon to Purleigh.* **DECISION TBA FROM PLANNING AUTHORITY**

**FUL/MAL/15/00146 – LAND NORTH EAST OF WOODHAM MORTIMER LODGE,**

**LODGE ROAD, WOODHAM MORTIMER** – *Brick pier and metal entrance gates to barn site. Alterations to internal arrangement including foaling box and alterations to fenestration (retrospective).* **DECISION TBA FROM PLANNING AUTHORITY** A decision has still not been made by the PA since the Parish Council's representation dated 17/04/2015.

**FUL/MAL/15/01097 – LAND SOUTH OF LODGE ROAD WOODHAM MORTIMER** – *Erection of one stable with associated feed store and tack room.* **REFUSED**

**FUL/MAL/15/01207 – 21 CONDUIT LANE WOODHAM MORTIMER** – *Conversion of existing dwelling to former use as two dwellings with additional two storey rear extension to the east unit.* **DECISION TBA FROM PLANNING AUTHORITY APPROVED**

**ILLUMINATED SIGN AT A414 HAND CAR WASH** – there had been no response to the Clerk's email sent to MDC on 08/12/2015 – Cllrs requested the Clerk contact District Councillor Bass for advice.

**FUL/MAL/15/01099 Colts Pightle – additional double garage and larger utility to previous application FUL/MAL/13/00100**

The original application FUL/MAL/12/00840 for 2 new dwellings was not supported by the PC and subsequently refused by the PA, following this the application FUL/MAL/13/00100 for just 1 new dwelling was deemed more appropriate at the site and recommended for approval. A further application again for 2 dwellings under application FUL/MAL/15/00242 was considered overdevelopment by the PC and also refused by the PA. It is considered that application FUL/MAL/13/00100 was an appropriate development proposal at this site but any further extension to that already approved is considered to be an unacceptable form of over-development having a detrimental impact on the immediate surrounding area and street scene, in particular having an undesirable encroachment towards the adjacent property, the provision of suitable drainage is also unclear. In consideration to the above Cllrs recommended refusal to the application.

**Actions** AR to seek advice from Cllr Bass re: illuminated sign at the car wash  
AR to submit recommended refusal for Colts Pightle

**06.16 NEIGHBOURHOOD PLANNING SCHEME**

Councillor Kim McDonald continued to seek relevant information with respect to a potential undertaking by the Council to progress a neighbourhood planning scheme. Information gained thus far identified that appropriate areas within the villages would be recognised and information/data would be required such as housing survey needs and environmental impacts. Assessment would be conducted in conjunction with the Maldon District Development Plan involving detailed discussions with the public and the District Council. Due to the extensive negotiations and research required without the guarantee of protection against future development Cllrs considered with respect to the current South Maldon Garden Suburb outline application of 1000 houses affecting parts of the villages, further large scale development within the vicinity would not be identified and therefore at this stage no further progress would be applied to a parish scheme. The subject will be monitored by Cllr McDonald reviewing future reports, conclusions and the effects on other neighbouring parishes progressing such schemes. KM proposed to retain the subject as an agenda item for a temporary period and he would monitor any relevant information for reporting at consequent meetings, this was seconded by IS and agreed by all Cllrs.

**07.16 DISTRICT COUNCILLORS REPORT**

There had been no reports submitted.

**08.16 HIGHWAY MATTERS**

**Lodge Road** - verge defects - from its junction with the A414 to Hazeleigh Hall Lane - **Enquiry 2319066** - (HA assessed 06/11/2014). No updates to report.

**Bryants Lane** - verge defects - from outside Claremont Nursery to the first house on the left hand side – **Enquiry 2319059** - (HA assessed 07/11/2014) - No updates to report.

**Footpath 11 Hazeleigh** - flooding issues southern side of nature reserve reported by local resident **Enquiry 2391077** (reported 12/03/2015 assessed 03/07/2015). No updates to report.

**B1010 Oak Corner** - missing signage - **Enquiry 2324291** (reported 28/01/2015) repair scheduled (28/01/2015). No updates to report.

**Lodge Road** - excess surface water issues – **Enquiry 2438287** logged 28/12/2015. No updates to report.

**Footpath 13 Hazeleigh** – missing fingerpost - **Enquiry 2426505** HA to investigate within 28 days (06/10/2015). No updates to report.

**Footpath 22 Woodham Mortimer** – missing fingerpost - **Enquiry 2426504** HA to investigate within 28 days (06/10/2015). No updates to report.

**Rectory Lane** – manure deposits and highway disruption – there had been no response to Clerks email sent to EA on 15/12/2015. Cllrs requested AR to following up enquiry including the District and County Councillors.

**Lodge Road** – unsuitable for heavy goods vehicles signage – AR advise that following the request for additional signage to the Highway Authority a response from the HA advised to submit a request to the Local Highways Panel. AR had contacted Stuart Jennings of the LHP who had provided a form to complete by the Council with relevant information.

**Actions** *AM to forward AR with brief details of issues following attendance of articulated lorries in Hazeleigh Hall Lane for AR to include and submit form to the LHP*

## 09.16 CORRESPONDENCE

**For Circulation:** the following correspondence was put into circulation for Cllrs attention:  
MDC T&CPA 1990 lists w/ending 11, 18, 25 December 2015, 01, 08 January 2016  
MDC minutes & report Book 2 18 November – 03 December 2015  
Christmas cards (MDC, Cllr Penny Channer, Chairman of MDC, Rt Hon Priti Patel MP)  
MDC - Schedule of Council meetings

**For Discussion:**

*MDC - Notification of 2016/17 Tax Base* - AR reported that MDC had advised the Parish Council of the 2016/17 Tax Base to be 301.9. This results in a Council Tax charge to parishioners of £11.10 compared to the 2015/16 charge of £10.16.

*MDC – invitation to South Maldon Garden Suburb Community Liaison Panel* – SB advised he would endeavour to attend this meeting on 26/01/2016.

*MDC – invitation to meet with the Leader & Deputy Leader of the Council* - SB advised he would also endeavour to attend a meeting with the Leader of the Council and would contact MDC directly to arrange a suitable date and time.

*DD mandate A&J lighting* – the mandate supplied by A&J Lighting had been done so merely for the Council to change to DD from Standing Order if it so wished, annual maintenance attendances would be settled by cheque as previous. If the Council wished to remain on the SO it should discard the DD form – Cllrs opted to maintain the status quo and requested AR to discard the DD form.

*Footpath 11 Hazeleigh* - a local resident reported they had seen vehicles using the public footpath which passes behind the Hazeleigh cemetery from its junction with Lodge Road. They were concerned with the potential pedestrian conflict and suggested the Council seek a deterrent to prevent such vehicle use. AR advised his understanding is that; technically the issue is one of trespass unless the landowner has given permission for vehicle access. The Highway Authority are concerned with protecting and asserting public access, however if vehicles are using the path without relevant permission causing damage rendering the path unfit for footpath use the landowner could be held responsible for rectifying the damage or the HA could repair and recover costs. Landownership is unknown to the Council. Trespass is ultimately a police matter as the HA have no prosecution powers other than obstruction or damage to the path rendering it unfit for public use. AR was requested to report the matter to the HA for their attention.

*Dengie Hundred Group of Parish Councils* – AR advised he would attend the meeting on 20/01/2016.

**Actions** *SB to endeavour to attend SMGSCLP meeting*  
*SB to endeavour to meet with Leader of MDC*  
*AR to attend DHGPC meeting*  
*AR to report vehicles using FP11 Hazeleigh to the HA*

## 10.16 BALANCE OF ACCOUNTS

AR reported bank account balances of: Tailored Deposit Account; £3609.45. Tailored Account; £265.30. Alto Debit Card; £12.76.

### 11.16 NEW AUDIT REGIME COMMENCING 2017/18

Following the demise of the Audit Commission and the introduction by the Department for Communities and Local Government of the 'Sector Led Body' known as the Smaller Authorities' Audit Appointments Ltd, the Council resolved not to appoint its own audit panel and to be included in the Sector Led Body who will formerly appoint an external auditor to assess the Council's financial affairs annually. Proposed by KB, seconded by IS agreed by all Cllrs.

### 12.16 AUTHOURISATION OF PAYMENTS

A & J Lighting Solutions (SO) December	13.80	(11.50 excl VAT)
E.ON non-metred electricity (DD) December	14.36	(13.68 )
Woodham Mortimer May 2015 elections	524.93	
Hazeleigh May 2015 uncontested election	65.28	
<i>AR advised funds were running low in the Tailored Account and it would be prudent to transfer money from the Tailored Deposit Account.</i>	1000.00	(transfer)

The above payments proposed by SP and seconded by KM for authorisation, were agreed by all Cllrs.

### 13.16 CLERKS CONTRACT OF EMPLOYMENT

The Clerks updated contract as agreed in minute item 165.15 (08 December 2015) was duly signed by AR and SB.

### 14.16 COMMUNITY LITTER PICK

No response had been received from MDC regarding the Council's request for the village streets litter clearing schedule. AR was requested to follow the request with District Councillor Bass and it was decided to arrange the next Community Litter pick for 06 March 2016. This should allow time to include an advertisement in next month's parish magazine.

### 15.16 PRESS & MEDIA POLICY

AR advised the press & media policy document was almost complete and is hopeful for Cllrs to approve at the February meeting.

**Actions** AR to circulate policy in time for approval at February meeting

### 16.16 INFORMAITON ONLY

AR advised and circulated a new planning application for a crossover at – Hazeleigh Grange, the representation period expires on 29/01/2016 and the Chairman will call an extraordinary meeting if deemed necessary.

EALC are advertising for Councils to apply for funding in order to meet the new Transparency Code legislation. AR advised funds appeared to be available for the purchase of a scanner/printer which would provide consumable products to be identified against a Parish Council asset.

SB requested an agenda item be raised for the February meeting in order to discuss the possibility of 'drive carefully though our village' signage.

**Actions** AR to seek further information re Transparency Code funding

**Date of next ordinary meeting** Tuesday 09 February 2016 at 7:30pm.

..... *Simon Brady*... (Chairman to the Council)

Tuesday 09 February 2016