

Woodham Mortimer With Hazeleigh Parish Council

ORDINARY COUNCIL MEETING

MINUTES - TUESDAY 12 SEPTEMBER 2017

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), Andrew Macmorland (AM), Stephen Pemberton (SP).

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

Two members of the public.

113.17 APOLOGIES OF ABSENCE

Parish Cllr Richard Britton (Annual Leave), District Cllr Henry Bass (other meeting).

114.17 DECLARATIONS OF INTEREST

SB declared a non-pecuniary interest in planning item 117.17 Claremont Garden Centre the interest being a resident of Bryants Lane.

115.17 PUBLIC FORUM

Members of the public (MoP) in attendance at the meeting raised concerns with respect to the current hazardous conditions being endured on sections of the A414 Maldon Road through Woodham Mortimer. Traffic volumes and speeding issues have significantly increased resulting in difficulties exiting and entering the flow of traffic from various side roads and creating treacherous crossing conditions for pedestrians, in particular children proceeding to and returning from school buses along with elderly persons travelling in both directions on a daily basis. It has been noticed that vehicle collisions are occurring more frequently and feelings are that it is only a matter of time before further serious accidents occur unless the situation can be mitigated. Speed restrictions are in place on the same A414 road through residential sections of Danbury and it would seem sensible to apply the same restrictions through Woodham Mortimer, and in order to help mitigate pedestrian crossings it is suggested that traffic islands be considered in relevant locations.

Councillors informed the concerned residents it has campaigned for many years for further restrictions to those introduced on other sections of the A414 and fully support their concerns.

Communications prior to the meeting between County Cllr Penny Channer, Mr Jon Simmons of the Local Highways Panel, the Parish Clerk and concerned residents has resulted in the LHP offering to install automatic traffic counts (ATC's) in various locations along the A414 in order to capture volume and speed data and had asked the PC for location recommendations. Following discussion between Cllrs and the MoP in attendance it was proposed to recommend the ATC's be installed at the following locations.

1. Between Church and Lodge Road
2. Between Church and post Office Road
3. Between Post Office Road to Royal Oak RB

And the preference that it would be useful to capture data from both sides of the road at separate times of the day in order to reflect the peak periods in each direction.

A query was raised with respect to the location of the A414 Relief Road as mentioned in the Councils Planning agenda item for Land north and west of Knowles Farm Wycke Hill, Cllrs provided a brief description of the route and the Clerk advised that detailed plans are available on the Maldon District Council website.

A final question was raised regarding a prospective roundabout at the end of Tom Tit Lane that was proposed some time ago when the County Council were seeking mineral extraction sites, one of them being Whitehouse Farm. Cllrs understood that the site which

resides in Woodham Walter was not approved as an appropriate location and are unaware of any further roundabout proposals.

The Chairman closed the meeting for public speaking and although invited to remain for the remainder of the meeting the two members of the public departed.

116.17 PREVIOUS MINUTES

The amended minutes of 13 June 2017 and draft minutes of 11 July 2017 were proposed by KM and seconded by KB as a true record of events and duly signed by the Chairman

117.17 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**

WTPO/MAL/16/01516 LAND OPPOSITE MILL COTTAGE BURNHAM ROAD

HAZELEIGH – *TPO 3/13 – All growth on west brow of east ditch coppice and 2m wide strip from top of brow for 30m from location (1) to location (2) as identified on annexe 'EJT 01' – Coppice G2 – Create a path that will extend the entire length of the eastern boundary by clearing all growth along a circa 1m wide strip on west side of drainage ditch and dress with 7mm MOT type 1 G3 – Replanting mixed species to replace woodland edge (marked Group 1 on plan) G4 – Planting of 2 no. Wild Cherry 1 no. Elder G5 – Replanting mixed species to replace woodland edge (marked Group 2 on plan) G6 – Hawthorne and Cherry trees (marked T2 and T3) on submitted plan to remain all others to be coppiced G7 – 360 degree crown lift to first row of trees adjacent to brow of east ditch by approximately 2.5m removing sub laterals cutting to birch collar. G8 – Clear original access from Burnham Road of brambles and surface growth G9 – 360 degree crown lift to Willow (marked T3 on plan) by approximately 2.5m removing sub laterals and cutting to branch collar.*

APPROVED

WOODHAM MORTIMER PLACE WOODHAM MORTIMER – *Reported unauthorised development.* MDC advise a breach of planning has occurred and are in communication with the landowner.

17/00089/OUT LAND SOUTH OF MALDON ROAD AND EAST OF HYDE GREEN

MALDON ROAD DANBURY CHELMSFORD – *Outline planning application for up to 100 dwellings with public open space, drainage and landscaping with all matters reserved except access into the site.* **REFUSED**

ESS/35/MAL LAND AT ROYAL OAK QUARRY MALDON ROAD WOODHAM

MORTIMER – *Continuation of use of land for mineral extraction through a revised phasing scheme without compliance with Conditions 20 (Soil Storage); 39 (Phasing Scheme) and 41 (Water Management) of planning permission ref no: ESS/19/14/MAL*
Due to the Councils August recess the application response date set by the Planning Authority was before the next ordinary meeting, an extraordinary meeting was not requested. SB had spoken to ECC planning officer who had advised that the operators wished to change the scheduling of the different location extraction phases and that an application was required to do this, other than the re-phasing, mineral extraction operations would continue as previous. Cllrs resolved not to submit any comments.

HOUSE/MAL/17/00781 RUSSET HOUSE GOAT HOUSE LANE HAZELEIGH – *New entrance porch, conversion of a front dormer into a skylight and first floor infill extension.*

Due to the Councils August recess the application response date set by the Planning Authority was before the next ordinary meeting, an extraordinary meeting was not requested and Cllrs had no comments to make regarding the application.

FUL/MAL/17/00599 CLAREMONT GARDEN CENTRE BRYANTS LANE WOODHAM MORTIMER – *Extension to garden centre incorporating new coffee shop, external storage area and rationalisation of parking and outbuildings.*

Cllrs resolved not to raise any objections but wish to make the Planning Authority aware that although mains drainage has been specified in the plans there is no main drainage supply in the vicinity.

FUL/MAL/17/00937 CLAREMONT CHELMSFORD ROAD WOODHAM MORTIMER – *Removal of conditions 3, 4, 5, 6 & 7 on approved planning permission FUL/MAL/16/00581 (Replacement dwelling – single storey extension, re-roofing with rooms in roof and detached cart lodge)*

Cllrs resolved that the previous valid conditions imposed on the approved application FUL/MAL/16/00581 provided an element of development control and should not be removed and therefore **RECOMMEND REFUSAL** to the application.

Actions AR to send mains drainage comment re: Claremont Garden Centre
AR to send recommendation of refusal re: Claremont Chelmsford Road

118.17 CHURCHYARD MAINTENANCE

No responses received from Clerk's email of May 2017 to the Church Reverend and Maldon District Council.

119.17 DISTRICT/COUNTY COUNCILLORS REPORT

Report was emailed to Cllrs on 15/08/2017 and will appear on the Councils website includes the following topics: Drivers urged to go online to avoid V Festival congestion; With summer now in full swing and V Festival just around the corner, Essex County Council is encouraging residents and festival goers to have fun but to know their limits when it comes to alcohol; Superfast Essex Public Consultation seeks feedback on superfast broadband availability; New responsive bus journeys for Babergh, Braintree, Uttlesford and Maldon; Kids go free this August at the Park and Ride; Schools take to the Estuary to Celebrate Naming Success; Develop new interests, qualifications and careers with ACL Essex; Landmark strategy will transform mental health care in Southend, Essex and Thurrock; £2.2million dedicated to increasing jobs and support business growth in Essex; A joint plan to manage waste for 15 years adopted.

120.17 HIGHWAY MATTERS

Lodge Road - (enquiry No. 2438287 logged 28/12/2015). The continuous running water from the ditch at the junction with Hazeleigh Hall Lane. Latest report on the Essex Highways website Report Tool is: *This issue has been investigated, risk assessed and recorded in line with our Maintenance Strategy as not requiring immediate action at this time. This will be considered for inclusion in future planned works. At this stage no specific dates or timescales are available for future works at this location. This issue will continue to be monitored via our regular safety inspections.*

Lodge Road rotten verge reflector posts - (enquiry No. 2525149 logged 15/07/2017). Latest report on the Essex Highways website Report Tool is: *This issue has been investigated, risk assessed and recorded in line with our Maintenance Strategy as not requiring immediate action at this time. This will be considered for inclusion in future planned works. At this stage no specific dates or timescales are available for future works at this location. This issue will continue to be monitored via our regular safety inspections.*

Footpath 22 Woodham Mortimer - missing fingerpost - **Enquiry 2426504** To be installed within Diversion Order requirements by 11/01/2017. Latest report on the Essex Highways website Report Tool is *This issue has been investigated, risk assessed and recorded in line with our Maintenance Strategy and we are in the process of scheduling works.*

Lodge Road 'unsuitable for heavy goods vehicles' signage – **TO BE DECIDED BY LHP**
The application form completed on 08/03/2016 does not appear to have progressed and AR followed the matter up with the LHP on 11/09/17.

Fambridge Road – vehicle speeding issues – further to the site meeting between Parish County/Councillors and Local Highways Panel officers the result of which will provide a feasibility survey of prospective gating treatment the PC have become aware that a further 120 vehicles have been recorded by police surveys and believe this data surely meets the criteria required for the implementation of a Speed Activated Sign. The Clerk was instructed to contact the LHP again seeking clarification that the most recent police data be reviewed for the purposed of installing a SAS.

Community Speed Watch – volunteer response – following the notices published in the Parish Magazine seeking CSW volunteers only 2 interests were received and Cllrs proposed to thank the people who had shown an interest and arrange for the notice to be inserted into the magazine again which would be reviewed at the October ordinary Council meeting.

Lodge Road and Rectory Lane – proposed one way system – Cllr Richard Britton had been making further enquiries regarding the proposed one way system and as he was unable to attend the meeting it was resolved to postpone matters until the October meeting when it was hoped he would be in attendance to provide further updates for discussion.

Temporary Diversion of Footpath 5 Woodham Mortimer

As the consultation expiry date had lapsed prior to this meeting AR informed Cllrs the order has been confirmed, the Council had raised no objection to the initial informal consultation and resolved that no further comment was required.

A414 Maldon Road – vehicle speeding issues – further to the earlier discussions in the public open forum (agenda item 115.17) Cllrs were in agreement to support the concerns raised by local residents and asked the Clerk to inform the LHP of the concerns raised and to recommend the 3 automatic traffic counts be located as aforementioned. Following the result of the ATC's the Council would discuss matters further with County Cllr Penny Channer and LHP officers.

Actions *AR to forward A414 volume/speeding concerns to the LHP and recommend relevant ATC locations*
AR to follow up recent speeding data with LHP
AR to arrange for further Community Speed Watch notice

121.17 PUBLIC RIGHTS OF WAY REPRESENTATIVE REPORT

AM reported he had walked a few of the public paths and would survey more once the busy agricultural activity season subsided. He also reported a local parishioner had offered to become involved and will update the Council further next month. SP advised he had noticed 2 dilapidated bridges on separate footpaths, AR advised that the broken bridges could be a safety concern and should be reported on the Essex Highways website, he would also advise AM the name of the local area inspector should he wish to contact him directly.

Actions *AR to forward PROW area inspector details to AM*

122.17 AGRICULTURAL AND LIVERY CRIME

KB advised he had learned that properties along the Fambridge Road in Hazeleigh had been the target of outbuilding burglaries. AR advised that still no response had been received from his email dated 23/01/2017 to the Chief Inspector and District Commander for Chelmsford and Maldon Ronnie Eagan.

123.17 NEIGHBOURHOOD PLANNING SCHEME

KM advised he would like to attend one of the EALC courses on the subject of Neighbourhood Planning but recent courses offered were not suitable dates and he would contact EALC directly to seek when further courses would be available.

124.17 CORRESPONDENCE

FOR DISCUSSION:

DHGPC Quiz – although there was some interest in attending the Dengie Hundred Group of Parish Council's Quiz night on 22 November 2017 at the Bowls Club King George V

Playing Field Southminster, there were not enough Cllrs available to form a team and the invitation would be declined.

Salt Box condition Lodge Road - AR advised contact had been made with ECC who had advised the salt bin is on the ECC asset register and therefore one they maintain. When damaged, criteria are applied to see if the salt bin should be removed or replaced/repaired. The salt bin in Lodge Road has passed the test and will be assessed with a view to being either repaired or replaced.

Diversion signage Rectory Lane - AR had forwarded a trail of email correspondence between a local resident and the Highway Authority associated with issues of large vehicles attempting to access Rectory Lane only to find it blocked at the unsafe culvert location resulting in verge/private garden damage by rotating vehicles. The HA eventually reinstated the 'road closed' signage. Cllrs had been informed the location of the signs may be causing siting issues when attempting to exit Rectory Lane onto the A414.

Woodham Walter Village Design Statement – The Council had received an invitation to attend the WWVDS due to be held on 26/09/2017, AR would thank WWPC for invitation and a Cllr would endeavour to attend.

DHGPC Quarterly meeting – no Cllrs were able to attend the invitation to the meeting on 20/09/2017 at 8pm at Bradwell-on-Sea.

EALC – Transparency Code final claim - AR advised he had been in correspondence with EALC who had advised there were outstanding amounts to be claimed for web hosting for the 2016/7 financial year and no further claims could be made after the 2017/18 year. The Council approved a claim of £99.60 for web hosting and £116.92 staff time.

Actions AR to forward transparency claim approval to EALC

FOR CIRCULATION:

RCCE: 2017 Essex Village of the Year winners

EALC AGM and Conference Pack

Essex & Herts Air Ambulance – grant request

Woodham Walter Village Design Statement 2017

AR proposed that as the majority of correspondence was forwarded to Cllrs via email it seemed little point noting a few items for circulation in the agenda item. Cllrs agreed correspondence circulation should be removed from further agendas.

125.17 ANNUAL RETURN YEAR ENDING MARCH 2017

The Certified Annual Return had been returned to the Clerk and no matters of concern had been raised by the external auditors. Under the Audit Regulations 2015 Clerk will prepare and publish a notice of audit and the certified Annual Return by 30/09/2017, copies of the Annual Return will be made available on payment of a reasonable sum and the Annual Return will remain with the Clerk available for public access for a period of a least 5 years. As the income and expenditure of the Council is below £10,000 no fee is payable for the Audit.

126.17 BALANCE OF ACCOUNTS & AUTHOURISATION OF PAYMENTS

Balance of Accounts

AR advised current funds as follows: Unity T1 Current account £704.96; Unity Deposit account £4,252.58; Lloyds debit card £00.00; Total funds on deposit = £4,957.54

AR advised the funds includes a recent VAT return claim of £94.43

Authorisation of payments

DHGPC Affiliation Fees 2017/18 £15.00 (No VAT)

Clerks emoluments July-Sept including work at home allowance

Andrew Ritchings Nett 467.58

HMR&C 117.00

Work at Home 108.00 (from March to September)

AR suggested a transfer of £500.00 be made from Deposit to Current Account in order to provide enough funds to meet the aforementioned payments.

The above payments proposed by KM and seconded by SP were agreed by all Cllrs present.

127.17 VILLAGE CHARITY (FOR RAISING COMMUNITY FUNDS)

There had been no response to the request for information circulated to other Essex Parish Councils and the item will be carried over to the October meeting.

128.17 COUNCILS RISK ASSESSMENT OF BUSINESS ACTIVITIES

Following the Cllrs completion of its declaration of compliance to the Pensions Act 2008 the Council's Risk Assessment was amended to allow review of staff salaries annually, as proposed by KM seconded by KB and approved by all Cllrs in attendance.

129.17 INFORMATION ONLY

Clerk is concerned that the £3.00 monthly fee associated with the Council's debit card is not good value for money as it is only being used infrequently and suggests that if his own credit card can be used for periodic payments for items such as stationary which could then be refunded by the Council it would save funds of £36.00 per year. Cllrs agreed to add the item to next month's agenda and AR would seek legal guidance from EALC.

Essex Highways had sent the Council a *Service Delivery Survey* to be completed by 01 October 2017, AR informed EH that like most Parish Council's it meets on a monthly basis and agenda's for meetings have to be prepared, published and served on Cllrs at least 3 clear days (not including weekends) in advance of such meetings. The next meeting of this Council being today 12/09/2017 therefore means the consultation has arrived too late to be included on this month's agenda. The next meeting of the Council is 10 October 2017 which is after the 20 day survey deadline. In order for the Council to make a comment as a 'whole' they should meet collectively in order to agree the representations to be made. If EH require a representation from the Full Council an extension to the survey deadline would be needed. A response from EH has granted the Council until 12 October 2017 to return the completed survey.

Actions *AR to forward survey questionnaire for Cllrs attention*

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

10 October 2017