

Woodham Mortimer With Hazeleigh Parish Council

ORDINARY PARISH COUNCIL MEETING

MINUTES - TUESDAY 13 DECEMBER 2016

Convened at Woodham Mortimer & Hazeleigh Village Hall 7.30pm

In attendance

Parish Councillors: Simon Brady (SB) Chairman, Andrew Macmorland (AM), Pauline McDonald (PM), Kim McDonald (KM)

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

There were no members of the public in attendance.

192.16 APOLOGIES OF ABSENCE

Cllr Stephen Pemberton, Cllr Kim Broadhurst

193.16 DECLARATIONS OF INTEREST.

Cllr AM declared non-pecuniary interests to agenda item 199.16 Land North East of Woodham Mortimer Lodge and Land on east side of Hazeleigh Hall Lane Woodham Mortimer, those interests being business associations with the applicants though unrelated to the planning applications.

Cllr SB declared a non-pecuniary interest to item 199.16 Bryants Nurseries being an adjacent property owner.

194.16 OPEN PUBLIC FORUM

195.16 STANDING ORDERS AMENDMENT

The amendment to Standing Orders item Article 8 was proposed by KM and seconded by AM to be approved and adopted, agreed by all present, and the Chairman duly signed the updated document. AR would replace the existing Standard Orders on the Councils website.

196.16 CASUAL VACANCY

The Council had received one application to fulfil the vacant role left by the passing of Ian Spurr. Agreed by all Cllrs present Mr Richard Britton was invited to join the Council as a representative of Hazeleigh and having accepted the invitation signed the declaration of office of acceptance document and was duly co-opted as a Parish Councillor.

Actions AR to request relevant email address to be set up from its Service Provider

197.16 PREVIOUS MINUTES

The minutes of the Ordinary Council Meeting held on 08 November 2016 were proposed by KM and seconded by PM as a true record of events, agreed by those present at that meeting and duly signed as such by the Chairman.

198.16 PUBLIC PATH ORDER – DIVERSION OF FOOTPATH 22 WOODHAM MORTIMER

The proposed diversion of Footpath 22 will change the route of the path with its junction of Burnham Road at The Dell property from a direct route across the garden area to a route adjacent to the property boundary. The Council resolved to support the diversion and hope to see the re-siting of the waymarked fingerpost as reported by local parishioners fallen down since October 2015.

199.16 PLANNING

LAND OPPOSITE MILL COTTAGE – Following reports of site activity at the November meeting the Planning Authority have acknowledged receipt of the Councils letter seeking Planning condition clarifications (if any).

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, 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). **ON APPEAL WITH PLANNING INSPECTORATE**

ILLUMINATED SIGN AT A414 HAND CAR WASH – No further updates from the Planning Authority since 10/10/2016

COUPA/MAL/16/01055 – BYANYTS NURSERIES BRYANTS LANE WOODHAM MORTIMER – Prior approval of proposed change of use of agricultural building to storage. **DECISION TBA FROM PLANNING AUTHORITY**

FUL/MAL/16/01076 – LAND ON EAST SIDE OF HAZELEIGH HALL LANE WOODHAM MORTIMER – Erection of general purpose agricultural building to vineyard. **PERMISSION GRANTED**

HOUSE/MAL/16/01134 – THE CHESTNUTS BURNHAM ROAD WOODHAM MORTIMER – Proposed single storey front extension and internal alterations. **PERMISSION GRANTED**

16/01810/OUT - LAND EAST OF RUNSELL VIEW & LITTLE FIELDS AND NORTH OF MALDON ROAD DANBURY CHELMSFORD - Outline planning application for up to 140 residential dwellings (including up to 35% affordable housing), introduction of structural planting & landscaping, informal public open space & children's play area, surface water flood mitigation & attenuation, 2 no. vehicular access points: 1 no. from Maldon Road & 1 no. from Runsell Lane and associated ancillary works. All matters to be reserved with the exception of main site access.

Click to View - <http://publicaccess.chelmsford.gov.uk/online-16/01810/OUT>

DECISION TBA FROM PLANNING AUTHORITY

ROYAL OAK QUARRY WATER LEVELS – Various local residents have reported their concerns to the Council with respect to the seemingly increasing water levels at the quarry. Cllrs resolved to address the concerns and any other reported issues at the next meeting in January following contact with neighbouring Parish Councils. The Council acknowledged the recently applied temporary closure and forthcoming temporary diversion of Footpath 5 Woodham Mortimer currently aligning along the boundary of the quarry.

FUL/MAL/13/00100 LAND ADJACENT COLTS PIGHTLE POST OFFICE ROAD WOODHAM MORTIMER CHELMSFORD - Construction of new dwelling – **CLAIMED BREACH OF PLANNING**. The council have been advised the Planning Authority have commenced an investigation into a possible breach of planning control.

HOUSE/MAL/16/01271 & LBC/MAL/16/01290 – MILL HOUSE BURNHAM ROAD HAZELEIGH – Small single storey extension to rear of house, between the existing kitchen and a store room. Addition of a carport to the detached office/studio. The proposed extension would not appear to have any detrimental effect on the surrounding area and the Council resolved to SUPPORT the application.

OUT/MAL/15/01327 – LAND NORTH AND WEST OF KNOWLES FARM WYCKE HILL MALDON – (AMENDED APPLICATION) 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.

Cllrs did not believe the reduction to 320 homes from the previously applied 370 makes any material difference to their recommended refusal dated 15/02/2016 and resolved to maintain its original objections which was agreed by all present.

Actions AR to contact WW & Danbury PC's seeking latest quarry concerns
AR to submit representation of support re: Mill House
AR to submit representation of refusal re: Knowles Farm

200.16 DISTRICT/COUNTY COUNCILLORS REPORT

There were no reports available.

201.16 HIGHWAY MATTERS

Footpath 11 Hazeleigh - flooding issues southern side of nature reserve reported by local resident **Enquiry 2391077** (reported 12/03/2015 assessed 03/07/2015). Email received from Essex Highways (30/11/2016) stating that vegetation to be cut on cyclical cutting.

Lodge Road - excess surface water issues – **Enquiry 2438287** logged 28/12/2015. Email from Essex Highways (30/11/2016) stating the enquiry had been passed to Essex & Suffolk Water under section 81. AM advised he had spoken to E&SW who advised that the running water was not emanating from their apparatus. AR was instructed to seek clarification from EH with respect to "Section 81" and to find out who to contact at E&SW.

Footpath 13 Hazeleigh – missing fingerpost (reported 06/10/2016) - **Enquiry 2426505**
Email from Essex Highways (30/11/2016) Awaiting replacement fingerpost; regrettably we are unable to provide a timeframe at the time of writing, for the replacement post.

Footpath 22 Woodham Mortimer - missing fingerpost - **Enquiry 2426504** HA to investigate within 28 days (06/10/2015). – 30/11/2016 Still awaiting inspection. AR understands the fingerpost will be re-sited in conjunction with the completion of the diversion order.

Lodge Road 'unsuitable for heavy goods vehicles' signage – **TO BE DECIDED BY LHP**

Speed Activated Sign – Response received from Local Highways Panel including local police traffic data. Cllrs to review information for discussion at January's meeting.

Provision of additional parking at Woodham Mortimer Church – No updates to report.

Rectory Lane Closure – response received from Essex Highways regarding Hill Farm Culvert, ECC No.2151, the intention is to line the culvert with a structural liner, which will improve the condition of the culvert to allow traffic to once again cross over the culvert. EH will also be reconstructing the downstream headwall, which is in poor condition and installing kerbing over the structure to minimise over running of the verges.

Sale of cars on verge of A414 – No further updates since 01/11/2016. There have been no further vehicles for sale seen and the item is to be removed from further agendas unless the activity recommences.

Variable Message Sign – following requests for a Speed Activated Sign to be temporarily situated in Fambridge Road the PC were informed that ECC no longer had mobile devices, however a temporary mobile sign has recently appeared on the A414 near the Oak Corner Roundabout. AR was instructed to contact the Highway Authority clarifying the situation and request one to be sited in Fambridge Road.

Actions AR to contact EH re: Lodge Road
AR to contact EH re: SAS in Fambridge Road

202.16 AGRICULTURAL AND LIVERY CRIME

Various responses from the Police Crime Commissioner & Priti Patel had been received and Cllrs decided further time is required in order to evaluate the information supplied and the item would be discussed again at the January meeting.

203.16 NEIGHBOURHOOD PLANNING SCHEME

No updates to report.

204.16 CORRESPONDENCE

The following correspondence was put into circulation for Cllrs: ECC Temporary Traffic Closure notices, MEP East of England flyer, Maldon District CVS newsletter.

205.16 BALANCE OF ACCOUNTS

AR advised current funds of: Unity Trust Deposit Account £3099.41. Unity Trust T1 Current Account £718.36. Total funds on deposit = £3817.77

206.16 CLERKS EMPLOYMENT AND SALARY REVIEW

AR advised that weekly hours worked have stabilised at approximately 5 to 5.5 hrs and does not expect to see any significant increase particularly as the Council now have all of the required policy documents produced and adopted. Cllrs discussed the prospect of raising the Clerks continued yearly employment in line with salary scales produced by the National Association of Local Councils and it was proposed to move the Clerk up to the next SCP level 19, which equates to a monthly increase of £10.72 to commence from January 2017 as proposed by PM seconded by AM and agreed by all present.

Actions AR to update Clerks CoE to be agreed and signed at next meeting

207.16 BUDGET PROPOSALS AND PRECEPT DEMAND 2017/18

AR provided Cllrs with budget proposal data in order to assess the provisions for fiscal year beginning April 2017 to March 2018. Some cllrs have heard that Woodham Mortimer church may be considering the closure of its cemetery and whether this should be factored into the precept demand should funds be required for maintenance purposes. It was decided to make a decision at the next meeting so that further information could be gained. A local parishioner has also reported a defective street lamp in Conduit Lane which would require additional funding above that already budgeted for street lighting maintenance, therefore this will also be considered along with the NALC recommended Clerks salary increase. AR advised that information available on the MDC website shows that Woodham Mortimer and Hazeleigh Parishes have the lowest Parish Council element to the Council Tax demand across Essex currently set at £11.10 per Band D household.

208.16 AUTHOURISATION OF PAYMENTS

- A & J Lighting Solutions (SO) December 13.80 (11.50 excl VAT)
- Royal British Legion donation for poppy wreath 17.00
- Clerks emoluments:

	Nett	442.02
	HMR&C	110.40
	Work from home allowances	52.00

HMR&C have advised they now wish PAYE tax to be paid by BACS transfer and no longer wish to receive cheques.

- Canon Printer Ink 57.92 (11.58 excl VAT)
As the application for the Parish Council's Multipay Debit Card had not yet been acknowledged AR procured printer ink with his own Credit Card, and therefore this amount is to be reimbursed to AR.
- In order to meet the above payments and keep a healthy balance in the current account it was recommended to transfer £1000 from the deposit account.

AR advised that no payments had been made to E.ON for non-metred electricity since October 2016. Following the decision at the Council's September meeting (Agenda item 150.16) to change to yearly billing commencing April 2017, E-on had misunderstood the instruction and have changed the Council's billing to a quarterly payment which is next due in January 2017, this would remain in place until April 2017 when the Council should then receive an annual invoice.

The above payments were proposed for approval by AM seconded by KM and agreed by all Cllrs present to be authorised.

209.16 INFORMATION ONLY

AR has advised that the current Anit-virus software annual fee is shortly due but recommended not to renew the subscription as he is now aware that the recent Windows 10 update includes its own anti-virus and firewall protection by way of an application called Windows Defender, various online articles suggests that Defender is adequate though extra protection is worth considering. As the nature of PC administration mainly involved email correspondence to and from known addresses and web browsing is limited to known regular sites it was decided to use Defender for a evaluation period of 3 months before deciding whether to re-purchase third party software.

As mentioned above in item 207.16 budget proposals, a parishioner has reported a defective street light in Conduit Lane advising his son alights the bus on the A414 and at present is walking in darkness on his way home. AR advised that the annual maintenance visit was not due by A&J Lighting until the next financial year in April 2017 and that should the company be called to attend the street light before than additional charges would apply. As advised by A&J Lighting usually a lamp is required to be replaced and costs are approximately £100-£120. It was resolved that at first the Chairman would inspect the location in order to verify which light may require attention.

Actions *SB to inspect defective street light in Conduit Lane*

Date of next Ordinary Meeting - Tuesday 10 January 2017 at 7:30pm.

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

10 January 2017