

# Woodham Mortimer and Hazeleigh Parish Council

## ORDINARY COUNCIL MEETING MINUTES - TUESDAY 22 JUNE 2021

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

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

County Cllr Jane Flemming (JF)

Andrew Ritchings (AR), Clerk recording proceedings

One member of public

### **78.21 APOLOGIES OF ABSENCE**

Parish Cllr Stephen Pemberton had advised at the 04/05/2021 meeting he would be on holiday. Parish Cllr Kim Broadhurst was unable to attend due to Covid-19 restrictions. District Cllr Karl Jarvis was unable to attend due to an appointment outside the County.

### **79.21 DECLARATIONS OF INTERESTS**

RB declared a pecuniary interest in Planning item Barn at Old Mill House and AM declared a non-pecuniary interest to the same item having conducted some business with the applicant. SB declared a non-pecuniary interest in Highways item Fambridge Road being related to landowners subject to the potential footpath.

AR reminded Cllrs of the recent email sent by MDC's Monitor Officer in respect to updating any Registers of Interests if appropriate.

### **80.21 PUBLIC FORUM**

The member of public in attendance wished to provide details of recently submitted 2x Planning Applications, 21/00529 & 21/00530 Oak Corner Cottage and 21/00486 Land adjacent to Oak Corner Cottage as listed in the below Planning Applications Agenda item 86.21. Two front dormers and new window/door at ground floor proposed for the existing Oak Corner Cottage dwelling will provide more light into the property, and in respect to the proposal on land adjacent to Oak Corner Cottage; following the previous application (20/01106) discussed at a meeting of the Council on 17/11/2020 whereby Cllrs recommended refusal the applicant advised Cllrs comments have been considered and this amended application seeks to address the Council's previous concerns. It was confirmed the highway access/exit uses an existing entrance, the loft room has been removed from the scheme and the dwelling footprint has been relocated further away from the adjacent Oak Corner Cottage listed building.

### **81.21 PREVIOUS MINUTES**

Minutes of the Annual Council Meeting 04 May 2021 and amended minutes of Ordinary Council Meeting 22 April 2021 were approved as a true record of events as proposed by KM seconded by AM and agreed by all Cllrs in attendance.

### **82.21 APPOINTMENT OF PUBLIC RIGHTS OF WAY LIAISON REPRESENTATIVE**

SB and KM will liaise with potential parishioners outlining the role requirements and update The Council at the July meeting.

### **83.21 REVIEW AND ADOPTION OF FINANCIAL REGULATIONS**

Following a minor amendment made to the adopted 2019/2020 Financial Regulations Cllrs approved the updated Regulations as proposed by KM and seconded by AM which will be uploaded to the Councils website.

### **84.21 REVIEW AND ADOPTION OF COUNCILS RISK ASSESSMENT**

The Council's Risk Assessment of Councils activities was amended to account for the latest Coronavirus guidance and approved as proposed by KM and seconded by RB.

### **85.21 REVIEW OF COUNCILS ASSET LIST**

AR to update according to November 2020 insurance schedule for approval at July meeting.

## 86.21 PLANNING

**20/01337/FUL – BARN AT OLD MILL HOUSE VINEYARD HAZELEIGH HALL LANE WOODHAM MORTIMER** – *convert agricultural barn into vineyard manager's dwellinghouse with associated internal and external alterations, layout amenity area and plant native hedgerows and trees (amended proposal)*. **REFUSED BY NORTH WESTERN AREA PLANNING COMMITTEE 25/05/2021**

**21/00435 – BURY FARM FAMBRIDGE ROAD HAZELEIGH** – *Erection of an infill storage building (validated by LPA 22/04/2021)* **PENDING CONSIDERATION BY LPA**

**21/00191 – BURY FARM FAMBRIDGE ROAD HAZELEIGH** – *Erection of two storey side extension to form an annex.* **PENDING CONSIDERATION BY LPA**

**21/00511 – ROSE COTTAGE 13 CONDUIT LANE WOODHAM MORTIMER** – *Single storey rear extension.* - Cllrs consider the rear extension will not have a detrimental impact on the street scene or surrounding area and recommend GRANTING the application.

**21/00529 & 21/00530 OAK CORNER COTTAGE SOUTHEND ROAD WOODHAM MORTIMER** – *Two dormers to front of roof slope and replacement of window/door to ground floor with single three casement window.* - Cllrs consider the proposed front dormers and replacement window/door on the ground floor to be in keeping with the existing Grade II listed building, would not introduce a negative impact on the existing street scene and recommend GRANTING the application.

**21/00486 LAND ADJACENT TO OAK CORNER COTTAGE SOUTHEND ROAD WOODHAM MORTIMER** – *New build, 2 bedroom single storey dwelling.* - Having discussed the application in the above mentioned Public Forum item, Cllrs considered that although it had been mentioned the entrance utilises an existing highway access, the loft room has been removed from proposals and the footprint of the proposed dwelling has been moved further away from the adjacent listed building, the application has not been able to address the previous concerns that a new dwelling is being proposed outside of the village development boundary in an unsustainable location remote from the village community, also having a detrimental visual impact on the adjacent Grade II listed property, and for these reasons the Council recommends REFUSAL of the application. It was considered by Cllrs that the application would merit review by the Planning Committee and would recommend the District Councillor to 'call in' the Application.

**21/00608 HAWTHORNS POST OFFICE ROAD WOODHAM MORTIMER** – *Proposed rear extension and relocation of side door.* - Cllrs did not perceive there to be any negative impact on neighbouring properties or street scene and recommend GRANTING the application.

**BRADWELL B POWER STATION** – A presentation by the Community Relations and Media Manager of the Bradwell Power Generation Company Ltd was presented to Cllrs at an online meeting on 08/06/2021 which Cllrs considered to be a constructive and beneficial exercise of engagement, many features of the proposed power station were discussed with particular interest to the infrastructure proposals that are likely to affect Woodham Mortimer and Hazeleigh, further engagements are intended as the details of the application progresses.

**LAND ADJACENT TO A414 (ARTICLE 4 NOTICE)** – there has been no further activity reported at the site and the item will be removed from future Agendas until any further activity is notified.

## 87.21 DISTRICT/COUNTY COUNCILLORS REPORT

In his absence District Cllr Karl Jarvis had emailed to recommend Cllrs review the Maldon District Council Development Plan details.

Following the recent County Council elections SB welcomed County Cllr Jane Flemming and thanked her for attending the meeting. JF advised that the Council have her full support to achieve a suitable solution to the issues associated with pedestrian crossings of the A414 and will be making further enquiries. Agreement was also advised in respect to the current poor condition of the surface of Fambridge Road where many pot-holes are still

evident. JF also advised she will be making further enquiries in respect to the latest situation of the footpath/footway link from Limebrook way to the Royal Oak PH.

## 88.21 HIGHWAY MATTERS

**Fambridge Road (Limebrook Way RAB to Royal Oak PH) - Detailed design of footpath (LMAL142006 £7,000)** (originally requested 22/04/2014) and **(LMAL162099) - Walkable verge/footway**. No response from Clerk email of 13/04/2021 AR to follow up.

**A414 Pedestrian Crossing – measures to aid parishioners to cross the hazardous A414 Maldon Road**. Local resident steering group will update Cllrs at the July meeting.

**Lodge Road – (adjacent to Old Mill House) (enquiry Nos. 2525149 logged 15/07/2017) and 2705814 logged 01/03/2021) rotten verge reflector posts**. No activity.

**Footway Defect A414 – Foliage/soil restricting width of footway/pavement between Runsell Green Danbury and Woodham Mortimer Church**. No activity.

**Conduit Lane – proposed 20mph speed restriction**. No activity.

**Lodge Road ECC storage compound – earth deposits** – Further to the Parish Councils report that further waste has been deposited at the ECC storage site in Lodge Road Cabinet member and County Cllr Malcolm Buckley provided the following response:

As previously advised, the intentions were only to clear the hazardous waste and fully clearing the site is likely to attract further fly tipping, however in order to mitigate further tipping four one tonne bags have been placed in front of the gate. A Senior Officer attended the site on Monday 14/06/2021 and confirmed more waste has appeared on the site, it is not clear how the waste may have got there as the 4 one tonne bags do not appear to have been moved, so it is believed it may have been deposited before the gate had been secured. Unfortunately, the Council do not have the budget or resources to continually empty the site, but are going to liaise with our waste team to investigate the new fly tipping however, if this waste is not hazardous, it will not be removed.

**Lodge Road (junction with A414 Maldon Road) – earth deposits on verge (ref No. 2710764 logged 29/03/2021)**. No activity

**Fambridge Road – Multiple pot holes** – it has been noted that many holes have now been ring-marked with red paint assuming this means a schedule of work has been arranged. JF to make further enquiries.

## 89.21 PUBLIC RIGHTS OF WAY MATTERS

AR mentioned that at present it is difficult to access many of the local footpaths due to the vegetation growth, hopefully some will be cut soon by way Essex Highways' annual cutting schedule.

## 90.21 PARISH COUNCILLOR EXPENSES

Clerk awaiting policy guidance from EALC.

## 91.21 FINANCIAL MATTERS

### Annual Governance and Accountability Return Year ending March 2021

**91.21.1** – Cllrs reviewed the Accounting Statements April 2020 to March 2021 and considered the report provided by the Internal Auditor. The period of inspection as noted by the internal auditor being 1 day short of the requirements was considered by the Council to be a minor error; links to Agendas/Minutes that had been subject to IT glitches on the Councils website would now be frequently checked by the Chairman and the Councils Risk Assessment would be updated to reflect this.

Cllrs certified that during financial year 2020/21 total gross income and expenditure did not exceed £25,000 and confirmed The Council meets the **Certificate of Exemption** criteria as set out in Part 2 of the AGAR 2020/21.

**91.21.2** – Cllrs approved the Annual Governance Statement agreeing that a system of internal control had been followed during financial year 2020/21.

**91.21.3** – Having reviewed the Accounting Statements provided by the Clerk and audited by the Internal Auditor Cllrs approved the Accounting Statements and Annual Return figures which was duly signed by the Chairman.

**Balance of Accounts** - AR advised bank account balances of: T1 Current Account £398.51 and Instant Access Deposit Account £6608.40

**Authorisation of payments** – the following payments/transfer as proposed by KM and seconded by AM were agreed by all Cllrs present;

N E Powell Davies - Internal Audit fee	£170.00
Clerk emoluments –	
Nett salary	£608.98
HMR&C PAYE	£152.00
Work from home allowances (15 weeks)	£60.00
SB (Chairman expenses) PPE Covid-19 items	£4.21
Transfer from Deposit to Current Account	£1,000.00

#### 92.21 INFORMATION ONLY

AR advised a request had been made to the Council seeking if there are active allotment sites in the villages; it is understood there was an attempt some years ago to start a site on land adjacent to the Royal Oak Public House on Fambridge Road but there wasn't enough interest to make the project viable and it didn't proceed. The aforementioned would be communicated to the requestor advising to contact Purleigh and Woodham Walter Parishes Council's as they do have active allotment sites.

NEXT MEETING – Cllrs resolved to maintain the current 3<sup>rd</sup> Tuesday in the month meeting and then revert back to its usual 2<sup>nd</sup> Tuesday in September following the August sabbatical. Therefore the next ordinary meeting of the Council will be 20/07/2021.

..... *Simon Brady*..... (Chairman to the Council) 20 July 2021