

WITCHAM PARISH COUNCIL

Minutes of the Additional Meeting of the Parish Council held on Wednesday 7 December 2022 at 7.32 pm in the Village Hall, Witcham

Present: M Housden (Chairman), J Bibby, L Holdaway, S Wilkin

In attendance Mrs S J Bell (Clerk)
1 member of the public

22/212 **Apologies for absence**

Apologies were received and accepted from J Lucas (family commitment) and K Mackender (work commitment).
Apologies also received from County Councillor/District Councillor Duprè and District Councillor M Inskip

22/213 **To receive any declarations of interest**

Councillors to declare any pecuniary interests in any items on the agenda - none
Councillors to declare any personal interests in any items on the agenda
Councillors to declare any prejudicial interests in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation – L Holdaway 22/217 Planning 22/00578/FUL (amendments)

22/214 **Dispensations**

To note any new Dispensations granted: Nil

22/215 **Public Participation**

L Holdaway said the amendments to planning application 22/00578/FUL involved decreasing size of orangery and to lower the proposed horsebox storage area on the new block of garages. This would therefore be a store only and parking for two cars. It would be too low for the horsebox. This brings the height of the building to all one level. Also the planning department wanted the materials to be natural wood.

The member of the public advised that he was attending to seek the views of the Parish Council regarding the potential for development of land at the top end of Headleys Lane next to the recent new development/Back Lane. The area appeared to be being cleared up and waste burnt, some from off-site also noted.

There was some discussion and members of the Council gave a summary of proceedings at the time of consent for the rest of the development between High Street/Headleys Lane and Back Lane, together with a subsequent application nearby for 2 dwellings and garages.

Councillors confirmed that it had not been informed by ECDC planning department that further development on the site was being sought and they would need to await plans and information from ECDC, the Planning Authority, before making further comment.

Chairman reported that the old hedge forming the boundary between the development and the verge (Headleys Lane) had been removed which was against original consent but that it was to be replaced. Residents were urged to report burning of waste to ECDC as only waste generated from the site was permitted to be burnt – the developers had been contacted in the past about bringing in waste from

22/215 **Public Participation** (cont)

other sites to burn and it had been understood that this practice had ceased. In the event of further development in this area, residents were encouraged to respond to the Planning Authority once details published and to attend parish council meetings at which Councillors would be considering new proposals.

7.46pm The member of the public was thanked for attending the meeting and left.

22/216 **Neighbourhood Plan**

Draft Minutes and recommendations had been previously circulated to Councillors from the Neighbourhood Plan Working Party.

There was discussion and it was confirmed that the cost for starting the project and getting Locality Grant application prepared was £500. If the application was unsuccessful the Council would not have the £10-12k to complete the project. Working Party advised that the Consultant would only charge for the work he completed, which at the moment would be to 31 March 2023 but it was hoped the Locality Grant scheme or something similar would be available after that date as it would be a project taking around two years to complete. To date costs incurred, which would have to be met by the Parish Council if the application for grant was unsuccessful, included monthly village hall meeting fees, Consultant's visit to Witcham and work up to the Spring, and additional time worked by the Clerk..

- a) Engagement of Places4People as Consultants to assist in the process of developing Neighbourhood Plan, from early advice and application for Locality Grant to survey preparation, and through to final document and policies.

Resolved to engage Places4People as Consultants for proposed Neighbourhood Plan, subject to satisfactory terms of appointment with up-front costs not exceeding £600. Proposed L Holdaway, seconded Chairman. Agreed unanimously

Clerk

- b) Approval to apply for Locality Grant (max £10,000) for expenses incurred to end of scheme, currently understood to be 31.3.23)

Resolved to approve that the Locality Grant application be prepared by appointed Consultant in consultation with Parish Clerk. Proposed J Bibby, seconded S Wilkin. Agreed unanimously

Clerk/
P4P

- c) Approval of Annual Subscription with Parish-online for mapping system (approx. £60 per annum)

Resolved to subscribe to Parish-Online for mapping system, initially for one year at expected cost of £60 (Clerk to confirm actual and given flexibility to proceed if slightly more). Proposed L Holdaway, seconded S Wilkin. Agreed unanimously.

Clerk

Chairman to speak with the Working Party regarding alternative Terms of Reference template from Places4People.

22/217 **Planning Application**

8.10pm L Holdaway had declared an interest in the following item and left the room.

22/00578/FUL - Witcham House Headleys Lane, construction of double detached garage/horse box store, conversion of existing garages with room above and an orangery - the amendment involves the orangery and garages

22/217 **Planning Application** (cont)

Resolved that as previously the Council had no concerns subject to protection of the trees as guided by the District Council's Tree Officer. Proposed J Bibby seconded S Wilkin

8.14pm L Holdaway returned to the meeting.

22/218 **Finance**

Receipts and Payments for December had been previously circulated. Cheques and supporting documents were checked by J Bibby and confirmed as correct. (List at foot of Minutes). Noted that the cheque for Barcham Trees had been signed and despatched as agreed at earlier meeting so that early collection could be made. J Bibby confirmed she was collecting this week and it would be planted at the weekend.

Truelink invoice had arrived earlier in the day and this was added to the schedule.

Clerk had included back-pay in respect of national salary award back to 1 April 2022 for standard hours. Additional hours worked earlier in year had not been included. Agreed these extra hours should be included. Noted that invoices for printing last two editions of What's On awaited.

Resolved to approve the receipts and payments for December 2022 and release cheques. Proposed J Bibby, seconded S Wilkin. Agreed unanimously

The Chairman thanked Councillors for their attendance and closed the meeting at 8.25pm.

Schedule of Receipts and Payments

		£	£	£
Receipts:	UK Power Networks	63.89		63.89
Payments	002026 Barcham Trees	157.50	31.50	189.00
	002027 Clerks Salary (Dec) incl pay award	572.58		572.58
	002028 LGPS	204.51		204.51
	002029 HMRC Oct-Dec	320.60		320.60
	002030 ACS tree works	955.00		955.00
	002031 Truelink (Nov)	413.30	82.66	495.96
	c/p MS online services – 7 licences emails	31.50	6.30	37.80

Signed..... Dated