

Parish of Castle Hedingham Mrs Claire Waters (Parish Clerk) 25 Bayley Street, Castle Hedingham, Essex CO9 3DG 07845 056597 castlehedinghamparishclerk@gmail.com

MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL, HELD ON MONDAY 12^{TH} JULY 2021, 7.30PM AT CASTLE HEDINGHAM CLUB

Present: Cllrs Bayes, Doe, Dover, Gransden, Jordan, Southgate, Toocaram, Veater, Westrop.

In the Chair: Cllr Southgate Clerk: Claire Waters

Also Present: Cllr H Johnson BDC. Cllr J Beavis BDC from item 10

3 parishioners

1. APOLOGIES FOR ABSENCE

None

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 14th June were approved as a correct record of events and signed by the Chairman

Proposed: Cllr Jordan Seconded: Cllr Bayes Agreed unanimously

3. DECLARATIONS OF INTEREST

Cllr Jordan declared a pecuniary interest in planning application 21/01985/FUL at item 8.

4. PUBLIC FORUM

A resident of Sheepcot Road raised concerns about speeding traffic, parking along the roadside by users of the Bowls Club and Scout Hut and poor visibility of speed limit signs making the route dangerous for pedestrians. Sheepcot Road has also been subject to groups of cars racing and revving engines loudly, sometimes in the early hours of the morning.

Action: Cllr Southgate will manage the parking at the Bowls Club

Action: Cllr Dover will contact users of the Scout Hut

Action: The clerk has applied to the Local Highways Panel for "Gateway signs" at all entrances to the village. Village Maintenance will be asked to clear around existing speed limit signs

Residents are encouraged to contact the police on 101 to report incidents of vehicle racing, and to call 999 if they feel their safety is under threat. Reports of incidents can also be sent to the clerk at castlehedinghamparishclerk@gmail.com which will then be forwarded to the local Police

5. PROGRESS CHECK

- **5.1 Dog Fouling**: Reports of increased problems including at Pye Corner and Church Ponds & Lane. This may be related to increased numbers of visitors to the village rather than local dog owners
- **5.2** Community Speedwatch: Cllr Jordan volunteered to be the co-ordinator. At least 10 volunteers are needed. Registration as a new Community Speedwatch group will be completed by July 13th deadline
- **5.3 Memorial Hall damp:** Guttering and downpipes at flat roof have been replaced. Once the interior damp dries the situation will be assessed in case further work is needed.
- **5.4 Public Toilet doors:** Quote accepted to replace gents and baby change doors and repair frame to gents, work to be completed this week. Village Maintenance will paint the new doors
- **5.5** Village Sign Forge Green: David Le Versha to start work shortly. The sign will be removed

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

- **6.1 Road Closures**: Sudbury Road/Maplestead Rd junction 19th July. Also just north of the same junction from 1st August 2021 for 15 days for Anglian Water works. See https://one.network/ for details
- **6.2 Village "Gateway signs" for speed reduction.** Application submitted to the Local Highways Panel with the support of Cllr Peter Schwier
- **6.3 Avenue of Hope**: Daffodil planting licence application for Sheepcot Road verges has been submitted to Essex Highways

- **6.4 Keep Clear Road markings,** Church Lane/Ruffles Yard/Church Ponds. Cllr Schwier reports this has to be done as routine maintenance due to vehicle size. No timescale given
- **6.5 40mph SID sign** at Crouch Green not working. Reported to ECC, no ref. number.
- **6.6 Luces Lane:** Damaged gulley Awaiting update on scheduled start date
- **6.7 Station Rd Footpath:** Damaged retaining bank and pothole on footpath has been reported to Highways and work was being scheduled in March 2020 and chased up numerous times
- **6.8 Footpath 15 Station Rd:** Cllr Beavis taking up repairs needed with ECC and BDC
- **6.9 Footpath 19 broken bridge:** ECC Public Rights of Way report to be chased up

Action: Clerk to send all outstanding Highways issues to Cllr P Schwier with each meeting agenda

7. REPORTS

- **7.1 Police/PCSO/Neighbourhood Watch:** Weekly police reports have been forwarded to Councillors. Further vandalism and anti-social behaviour have been reported at the Ruffles Yard boundary of the park. Picnic benches have been moved out into the open to discourage anti-social group gatherings
- **7.2 Essex CC report:** Cllr P Schwier ECC apologised for absence due to conflicting meetings. His email updates have been forwarded to Councillors
- **7.3 Braintree DC report:** Cllr Johnson & Cllr Beavis reported after item 10.

Hedinghams Medical Centre: A specialist developer has been selected for the new building, which will have a 10,000-patient capacity. Councillors questioned whether this was sufficient to meet local needs **BDC Local plan Section 2** is now with the Planning Inspector and examination ends on 15th July. This will look at housing development but also employment and amenities needed until 2033

BDC Cycle Strategy and Environmental Strategy will go to an extraordinary District Council meeting in September 2021.

Verge Cutting: The trial of leaving verges uncut in spring is causing some visibility and safety problems. Residents are encouraged to contact Braintree District Council on 01376 552525 or csc@braintree.gov.uk to report locations where any urgent safety cuts are needed. Cllr Johnson was asked if the Parish Council can be told the date of the autumn cut of the special verge at Edey's Lane, so that volunteers can rake the cuttings promptly to protect the rare flower species. He suggested the clerk contact Cllr Wendy Schmidt

8. PLANNING

Applications received

21/01653/LBC Repair and replacement of five rainwater downpipes and hoppers on North side of the Church. Replacement of cast iron downpipes and hoppers to match existing on South side of the Church St Nicholas Church Castle Hedingham

No objections

21/01730/LBC Removal of paving bricks to facilitate new below-ground drainage across the North yard. Repairs to brickwork retaining wall around West lightwell.

The Old Vicarage 15 Queen Street CO9 3EZ

No objections

21/01592/HH Erection of outbuilding for use as home gym and office

32 Crouch Green CO9 3DY

No objections

Cllr Jordan declared an interest and left the meeting

21/01985/FUL Erection of 1 No. 2 bedroom cottage.

Land East Of Church Lane Castle Hedingham

Comment due 22nd July

Due to conflicting architect opinions submitted, Councillors were unable to reach a clear decision.

Action: Clerk to contact Braintree Planning Officers for specialist guidance on material considerations

Cllr Jordan returned to the meeting

21/01734/HH Alterations to existing conservatory to form single-storey rear extension.

Dresden Pottery Lane CO9 3EU

No objections

21/01269/AGR Application for prior notification of agricultural or forestry development -Alteration and extension to existing cart lodge to create additional store, new entrance, greenhouse with store to link to existing barn. Demolition of piggery. Extension of hardstanding, alterations to internal roads and access Rushley Green Farm Rushley Green CO9 3AH

Information only, no comment required

Applications determined:

21/01424/HH Erection of single storey rear extension

3 The Cottages Coppingdown Farm Sudbury Road CO9 3AG

Application PERMITTED

21/01580/TPOCON Notice of intent to carry out works to tree in a Conservation Area - Sycamore(T1) Fell to stump

Walton Elm Pottery Lane CO9 3EU

Application PERMITTED

9. FINANCE

9.1 The monthly payments were approved for authorisation. The monthly bank reconciliation was checked and signed by Cllr Gransden

Proposed: Cllr Veater

Seconded: Cllr Toocaram

Agreed unanimously

| Jul-21 | Payments in Month Details | | Amount |
|--------|---|--|---------|
| DD | Eon | Electricity New Park | £30.22 |
| DD | Bulb | Electricity Toilets | |
| DD | Invoco (GOCARDLESS) | S) Portable telephone number | |
| B/P | Braintree District Council | Rates, Pump House | £5.00 |
| B/P | E C Waters | • | |
| B/P | E C Waters | Waters Clerk Expenses June 14th to July 12th | |
| B/P | A&J Lighting | nting Monthly Charge | |
| B/P | M D Landscapes | Grass cutting June | |
| B/P | Darkins Supply Stores Keys, Jerry Can/Weed control roll | | £65.46 |
| B/P | Ann Wood | Internal Audit | £140.00 |
| B/P | RCCE Annual Membership | | £72.60 |
| B/P | NBB Recycled Furniture Ground Anchors, Picnic benches | | £98.40 |
| B/P | CH Club Room Hire, June and July | | £40.00 |
| B/P | B/P P M Smith Payroll Apr May Jun | | £48.00 |

TOTAL in month

£1,831.21

| Jul-21 | Receipts in Month | Details | Amount |
|--------|-------------------|---------|--------|
| | None | | |

TOTAL in month

£0.00

| Jun-21 | Payments in Month | Details | Amount |
|--------|---|-------------------------------|-----------|
| DD | Eon | Electricity New Park | £31.23 |
| DD | Bulb | Electricity Toilets | £11.32 |
| DD | Invoco (GOCARDLESS) | Portable telephone number | £1.25 |
| DD | B&CE Holdings | Holdings Peoples Pension | |
| DD | Anglian Water | Anglian Water Water Cemetery | |
| DD | Anglian Water Water Toilets | | £56.11 |
| B/P | Braintree District Council | Rates, Pump House | |
| B/P | Staff | Salaries | £1,664.40 |
| B/P | HMRC | Tax/NI May month 2 | |
| B/P | E C Waters | Home as Office May & June | £150.00 |
| B/P | E C Waters Clerk Expenses April 12th to June 14th | | £72.94 |
| B/P | A&J Lighting | Monthly Charge | |
| B/P | M D Landscapes | Grass cutting May | |
| B/P | The Landscape Centre | Top Soil for Community Garden | £219.96 |

| B / | P Hedingham School | Leaflet printing Village Park survey | £21.00 |
|-------------------------------|----------------------|--------------------------------------|---------|
| B/P The Hedingham Partnership | | Annual Lease Payment Village Park | £250.00 |
| | Unity Trust Bank | Service Charge | £18.00 |

TOTAL in month

£3,868.18

| Jun-21 | Receipts in Month | Details | Amount |
|--------|-----------------------|-----------------------------|-----------|
| 03-Jun | Braintree DI CIC | Donation Village Park Bench | £600.00 |
| 17-Jun | BDC | Street Cleaning Grant | £5,553.36 |
| 24-Jun | ECC | Grass Cutting Grant | £207.15 |
| 28-Jun | East of England Co-op | Memorial Grave 222 | £132.00 |

TOTAL in month

£6,492.51

Accounts balances at 12th July 2021

Unity Trust Current account
Unity Trust Deposit account
Cambridge & Counties 95 day
£22,566.47
£10,466.77
£34,915.63
£67,948.87

9.2 Internal Audit Report 2020-2021. Minor recommendations were noted regarding minuting outcomes of audit reports. Record keeping was judged to be of a very high standard. The Internal Auditor congratulated the Clerk and the Council on how they had handled and recorded the measures taken under the Coronavirus Regulations 2020. The report was accepted as accurate.

Proposed: Cllr Southgate

Seconded: Cllr Bayes

Agreed unanimously

9.3 The AGAR Annual Accounting Statement was submitted to the External Auditor by the deadline of 30th June 2021. The Notice of Public Rights to view the accounting statements by contacting the clerk between July 1st and August 13th was published on noticeboards and the website on 30th June

10. CASTLE HEDINGHAM VILLAGE PARK

- **10.1Village Park feedback survey** 700 copies were printed and delivered with the Parish Magazine to Castle Hedingham residences. Copies were also left in the Village Shop. 34 have been returned.
- 10.2Play safety inspections, insurance and bike jumps. Specialist advice is still being sought
- **10.3 Village Park Picnic & BBQ: Saturday 21**st **August from 2pm to 5pm** Cllr Jordan reported on plans. All residents of Castle Hedingham are invited to bring their own picnic or enjoy a barbecue provided by Castle Hedingham Club, which will be open at 5pm after the picnic. Giant family games are being ordered, and it is hoped to arrange an ice cream van and possibly music. Invitations will go to all houses in the village, and also to De Vere Primary before the end of term on 22nd July.
- **10.4** Further actions to be taken at the Village Park will be decided after survey comments are reviewed.

11. BOUNDARIES COMMISSION REVIEW

To agree on Parish Council response to the public consultation about Parliamentary Constituency changes proposed for 2023. Full details of the consultation are available at https://www.bcereviews.org.uk/ with a deadline of 2nd August. All residents are encouraged to give their views to the Boundary Commission. It is proposed for the Hedinghams to be in a new Haverhill and Halstead constituency crossing the Essex/Suffolk borders. Cllr Beavis advised these boundary changes are due to increased population numbers and relate to our local parliamentary constituency and will not change where our District and County Council services come from. There would be a selection process for a new MP for any new constituency created. All Councillors were generally not in favour of the proposals and will write individually to the clerk to enable a joint response to be compiled and submitted.

12. CORRESPONDENCE TO NOTE

Essex County Council Sustainable Travelling Officer: Had contacted the clerk to ask about use of Memories Car Park for "Park and Stride" scheme for parents and pupils of De Vere Primary School.

13. AGENDA ITEMS FOR NEXT MEETING

- The Queen's Platinum Jubilee 2022: consideration of events to celebrate
- Website accessibility: Progress report.
- Village Park Picnic: any final arrangements to be made
- Pay Review: deferred from April, if National pay recommendations have been published
- Agenda items for the next meeting to be notified to the clerk by 9am on Monday 2nd August please

DATE OF NEXT MEETINGS:

| Monday 9th August 2021 | 7.30pm | Ordinary Parish Council | Castle Hedingham Club |
|--|--------|-------------------------|-----------------------|
| Monday 13 th September 2021 | 7.30pm | Ordinary Parish Council | Castle Hedingham Club |
| Monday 11 th October 2021 | 7.30pm | Ordinary Parish Council | Castle Hedingham Club |
| Monday 8 th November 2021 | 7.30pm | Ordinary Parish Council | Castle Hedingham Club |

| The meeting | closed | at 9.15 | pm |
|-------------|--------|---------|----|
| | | | |

SIGNED DATE (CHAIRMAN)