



Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)
25 Bayley Street, Castle Hedingham, Essex CO9 3DG
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NOTICE OF MEETING

Dear Councillor: You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 20th April 2020 at 7.30pm at Castle Hedingham Club, Church Lane** for the purpose of transacting the business set out on the attached agenda.

Signed: *Claire Waters*

Clerk to the Council

Date: 14th April 2020

*THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND
Please email the clerk to request a link to join the meeting via Zoom Video Conferencing*

AGENDA

1. APOLOGIES FOR ABSENCE

2. PARISH COUNCIL CHANGES DUE TO CORONAVIRUS PANDEMIC

As permitted in the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

2.1 Decision to forego the Annual Meeting of the Parish Council and defer to May 2021 (or earlier if Government distancing rules are relaxed) the election of a Chairman, leaving the current chairman in post.

2.2 To leave all other group membership and representative duties as they currently stand, with the exception of formally appointing Cllr Gransden as Footpath Warden.

2.3 To amend the Standing Orders to reflect holding meetings via video conferencing which is now permitted under the new regulations, namely:

2.3.1 Voting to be carried out by show of hands. Names to be used if video link is lost.

2.3.2 Agenda and supporting documents to be published on the website www.castlehedingham.org only

2.3.3 Remote access for public and press to be enabled via link requested from the clerk by email.

2.4 To review the delegation of power to the Clerk (LGA 1972 section 101), which was agreed by email on March 25th to enable prompt decision making and crisis response in the absence of Parish Council meetings.

3. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of 9th March and the extraordinary meeting of 14th April 2020

4. DECLARATIONS OF INTEREST

Councillors to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests relating to items on the agenda

5. PUBLIC FORUM

15 minutes of public participation. 3 minutes for each contribution.

6. PROGRESS CHECK

Clerk's report, village maintenance issues and update on actions from last meeting

7. HIGHWAYS

Update on Highways issues and any new problems to report

7.1 Lucas Lane drain collapse: Highways plan to take action but the exact work and timing is not known.

8. REPORTS

8.1 Police/PCSO/Neighbourhood Watch.

8.2 Essex CC report

8.3 Braintree DC reports

9. PLANNING

Applications received:

20/00514/LBC proposed removal of an internal pier and high level section of wall & **20/00517/VAR** Variation of Condition 2 'Approved Plans' of permission 18/01956/FUL & 18/01957/LBC granted 08/01/2019 for the demolition of conservatory and construction of new single storey rear extension to existing outbuilding within the curtilage of a listed building. Amendment would allow alterations to the approved plans
38 St James Street CO9 3EW

20/00510/LBC Proposed installation of two low level windows to the north west elevation
9 St James Street CO9 3EN

20/00488/PLD Replacement windows
Doulton Lodge Pottery Lane CO9 3EU

20/00433/COUPA Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3), and for associated operational development - Conversion of existing agricultural buildings to create 3 No. dwellings with integral garages.& **20/00434/FUL** Demolition of existing house, garage and agricultural building and erection of one dwelling and ancillary facilities and the change of use of associated land to garden, amenity and grazing land. | Herongate Maiden Ley Sheepcot Road CO9 3AA

20/00082/TPOCON Notice of intent to carry out works to tree in a Conservation Area - Reduce Box Elder to previous points approx. 2-3 metres at most
13 Bayley Street CO9 3DQ

Applications determined:

20/00048/LBC Internal alterations to kitchen
1 Falcon Square CO9 3BS

Application PERMITTED

20/00108/DAC Application for approval of details reserved by condition 3 of approval 19/01401/LBC - joinery details
26 St James Street CO9 3EW

Application PERMITTED

20/00355/NMA Non-Material Amendment to permission 19/00691/FUL granted 26.06.2019 for: Demolition of existing dilapidated relocatable Nursery building (105m²) and installation of new modular Nursery building (144m²) and associated external works. Amendment would allow:-Revised layout of external access steps and associated consequential re-positioning of door and windows on East Elevation and change in size of one window on South Elevation
Castle Nursery Kirby Hall Road CO9 3EA

Application PERMITTED

10. FINANCE

10.1The monthly payments to be approved for authorisation by two Councillors

10.2 Pay review for Staff to be deferred until May Parish Council meeting as the NALC pay scales for 2020-2021 have not yet been published.

11. CASTLE HEDINGHAM VILLAGE PARK

11.1 Update on current situation with the project progress. The play equipment supplier, Earth Wrights, will not be commencing installation until summer at the earliest due to Coronavirus travel constraints.

11.2To decide on signing the final draft lease on the Village Park following the clarification of fencing responsibilities discussed at an extraordinary meeting of the Parish Council on April 14th.

11.3To agree the final quote from Stewart Landscapes, revised following discussion at April 14th meeting.

12. CORRESPONDENCE TO NOTE

ECC: Delivering essential supplies to those most at risk

Do you need help getting food, medicine and essential supplies while you're self-isolating?

The Essex Welfare Service is delivering essential supplies to those most at risk. If you're over 70, pregnant or have underlying health issues, and you don't have help from friends, family or local support, the Essex Welfare Service can help. Visit www.essexwelfareservice.org.uk or contact us on **0300 303 9988**. The helpline is open Monday to Friday from 8am to 7pm and Saturday to Sunday from 10am to 2pm.

13. AGENDA ITEMS FOR NEXT MEETING

14. MEETING DATES 2020

Monday 11th May 2020	7.30pm	Ordinary Parish Council	Zoom Video Conferencing
MAY 2020: CANCELLED	ANNUAL PARISH ASSEMBLY		CANCELLED
Monday 9th June 2020	7.30pm	Ordinary Parish Council	Location to be confirmed

Councillors: Cllr Peter Bayes Cllr Penny Doe Cllr Trevor Hood
 Cllr Phil Gransden Cllr Charlie Jordan Cllr Garry Southgate
 Cllr Jill Toocaram Cllr Jessica Westrop Cllr Mary Veater

Copy to: **County Councillor:** Cllr David Finch
District Councillors: Cllr J Beavis Cllr H Johnson
Essex Police PCSO D Endersby