

## Castle Hedingham Parish Council Meeting

Minutes of a meeting of the Parish Council of Castle Hedingham held in Memorial Hall Castle Hedingham on Monday 20th May 2013.

Present: Mrs S Allfrey (Chairman)  
 Mr R Worley  
 Mr I Higgins  
 Mr M Scrivens  
 Mr G Pewter  
 Mr G Southgate (from item 4)  
 Mrs J Hart  
 Mr J Philp  
 Mrs L Moffat  
 Cllr D Finch (items 1-3 and 10)  
 Cllr W Scattergood (items 1-12)

Members of the public: None

In attendance: Mrs C Waters (Parish Clerk)

Action

1. **Apologies for non-attendance:** Cllr J Beavis, Cllr H Johnson, PCSOs
2. **Declarations of Interest:** Declarations of Interest forms for the year 2013 to 2014 were completed by Councillors, received and signed by the Clerk
3. **Election of Chairman and Vice Chairman:** Mrs S Allfrey was proposed as Chairman by Mrs J Hart, seconded by Mr G Pewter and elected unanimously. Mr R Worley was proposed as Vice Chairman by Mr M Scrivens, seconded by Mrs L Moffat and elected unanimously. Both completed their acceptance of office, witnessed by the Clerk
4. **Constitution of Committees, Appointment of Representatives to other bodies:** It was proposed by Mr G Pewter, seconded by Mr I Higgins, that Committees and Representatives to other bodies remain as 2012-2013. This was unanimously agreed. A War Memorial Committee was discussed, and it was agreed that the Burial Board should take on this project, co-opting people as necessary for War Memorial business.
5. **Adoption of standing orders:** The Code of Conduct was received by all members of the Council. A copy of the NALC Standing Orders with Statutory Requirements in bold type was presented to Councillors. It was proposed by Mr M Scrivens, seconded by Mrs J Hart and agreed unanimously that the Statutory Standing Orders be adopted. The Clerk will keep a copy of the complete document for referral to optional standing orders if necessary in future situations.
6. **Public Forum:** None
7. **Police Report:** The following written report was provided and read out by the Clerk:
  - 2x Info- Both reporting door to door sales
  - 1x Burglary Other
  - 1x Theft from Motor Vehicle

Recent crime trend of theft Catalytic Convertors ("Cat"). Vehicles being targeted are mainly 4x4's, sprinter vans and similar vans (basically vehicle's which are high off the ground. A replacement Cat can cost thousands.

Essex Police are working hard to reduce crime but are asking for help:

  - Where possible park vehicles in a secure garage or somewhere with

good lighting and/or CCTV coverage

- Park your vehicles in a manner that makes it difficult for the thief to get under the vehicle
- Consider a “Cat Clamp” as a deterrent (speak to your car dealer)
- Consider marking the “Cat” using “Retaina Group” marking and registration ([www.retainagroup.com](http://www.retainagroup.com) )

(Details of any security products included in this advice should not be taken as an endorsement or recommendation of any particular product or service, but as a representative sample of products currently available. Suppliers of accredited products can be obtained by visiting- [www.securebydesign.com](http://www.securebydesign.com) / [www.soldsecure.com](http://www.soldsecure.com))

If you witness a catalytic convertor being stolen or other suspicious activity please call the police on 999 Any information about those stealing ‘cats’ dial the 101 non-emergency number.

“Neighbourhood Meeting”- the first meeting will be on Wednesday 22nd May 2013 at 19:30 at the Reading Room in Great Yeldham. The idea of the meeting in brief: Open to all residents of The Hedinghams, Yeldham and surroundings rural villages. It is an opportunity to discuss policing issues that matter to you. At the end of the meeting, the panel and the neighbourhood policing team will decide on 3 priorities which will be addressed and resolved, with an update at the next meeting.

8. **Minutes of the Previous Meeting.** The minutes were proposed by Mr R Worley seconded by Mrs J Hart and signed by the Chairman.

9. **Clerk’s Report and Matters Arising from the Minutes**

- |      |   |              |
|------|---|--------------|
| 9.1  | <b>War Memorial:</b> Mr R Worley reported that historical evidence has been gathered to support the grant application. A meeting now needs to be arranged to complete the application form with the Clerk   | Burial Board |
| 9.2  | <b>Sible Hedingham Surgery:</b> Mr I Higgins reported from a meeting on May 1 <sup>st</sup> . The developers of Yeldham Branch Surgery has offered their support to develop a business case for Sible Hedingham surgery, so funding is no longer needed for this.   |              |
| 9.3  | <b>Dog Fouling:</b> The Head Teacher of De Vere School is to be contacted to arrange a possible project with the Braintree District Council Dog Warden in the Autumn Term   | CW           |
| 9.4  | <b>Public Toilets:</b> Mr G Southgate reported that Mr Jason Lindsay has agreed the revised plans of the Toilet site, but does not wish to prepare a supplemental lease. Mr G Pewter advised that the Parish Council should do so. Clerk to obtain quotes for the work  | CW           |
| 9.5  | <b>St Nicholas Churchyard Wall:</b> The builder has inspected the damage but has not submitted a quote. Clerk to chase  | CW           |
| 10.  | <b>Essex CC and Braintree Reports: Madam Chairman proposed that these should be presented before item 4, since Cllr David Finch had another meeting to attend.</b>  |              |
| 10.1 | <b>Essex CC report: Cllr David Finch</b>  |              |
|      | <b>New Leader of Essex County Council:</b> Cllr Finch has been appointed the new Leader of ECC. Priorities include the Local Economic Partnership, the Health & Wellbeing Board and the Transformation Programme which is entering its next phase, aiming to deliver more with less. He was keen to attend the Parish Council meeting to demonstrate he is still our representative and is committed to taking note of and defending our interests. Madam Chairman expressed thanks to Cllr |              |

Finch for his continued hard work on behalf of the Hedinghams.

**Buying in Services.** In response to a question from Mr M Scrivens, Cllr Finch stated that schools can still buy in services and ECC is committed to making sure they are fit for purpose

**Pothole Repairs:** In response to a question from Mr G Pewter, Cllr Finch stated that the contractor Ringway Jacobs uses specialist subcontractors, and is measured against set performance criteria.

**National Grid:** Mr R Worley asked that the weight of ECC be brought to bear in support of opposition to National Grid substation proposals. Cllr Finch assured the Council that Braintree District Council and Essex County Council are promoting the Braintree substation option, and will continue to push even harder. Madam Chairman asked about the results of the consultation which were due in May. Cllr Scattergood said that National Grid had had more responses than anticipated, which had delayed their process.

**Highway Matters:** Cllr Scattergood reported concerns from the Annual Parish Meeting about the Keep Clear sign at Ruffles Yard and the Give Way sign at Queen St/Sheepcot Road. Cllr Finch will pursue these requests if we have not received a prompt response from Highways. He asked that the Clerk be informed, who could then e-mail him with a list of items that need attention.

Cllr Finch left.

## 10.2

### **Braintree DC report: Cllr W Scattergood:**

Cllr Scattergood was congratulated by Madam Chairman on behalf of the Parish Council on her appointment to the Chair of Braintree District Council... Cllr Scattergood outlined her chosen charities for her year of office:

**Halstead and Colne Valley Scouts:** The area covers Earls Colne, Halstead, Castle Hedingham, Gosfield, Yeldham and Steeple Bumpstead. For example, Gosfield Scouts have grown from 12 to 40 members in 2 years. A selection from the Halstead and Colne Valley District Scouts plans to go to Hong Kong next year.

**Alcoholhelp:** A group raising awareness of the dangers of alcohol, including videos for young people in schools.

**Outreach** services to help people before they have the need to find refuge.

**Rural Life:** This is Cllr Scattergood's theme for the year, including businesses and young people. An event is planned to support rural business in overcoming planning problems. A carol service is planned, preferably in this area as Cllr Scattergood is keen to promote the north of the district. Mr M Scrivens requested support in our drive to obtain Superfast Broadband, Cllr Scattergood agreed this is a priority.

**Premdor Site application:** In response to a question from Mr R Worley, Cllr Scattergood advised that a representative from Castle Hedingham Parish Council attends the Braintree Planning Committee meeting on Tuesday June 4<sup>th</sup> at 7.15pm, and recommended anyone wishing to speak at the planning meeting needed to register in advance asap. Councillors do this by calling or e-mailing Alison Webb the Planning Committee Clerk.

## 11. Planning:

### 11.1

#### **Applications received:**

13/00435/FUL 110 Nunnery Street CO9 3DP      Erection of single

storey side extension. Councillors have requested better plans.

13/00437/FUL & 13/00438/LBC Pannells Ash Farm CO9 3AD  
Erection of replacement extension, re-pitch of roof, replacement of windows, render and rain water goods, installation of french drain, internal alterations and extension to and refurbishment of garage. No objections.

Mrs L Moffat declared an interest in the following application:

13/00535/FUL & 13/00536/LBC Crown Cottage 3 Crown Street CO9 3DB  
Erection of single storey rear extension with link back to existing dwelling to provide a garden room, shower/cloakroom and utility cupboard, together with internal and external alterations. No objections.

11.2

**Applications granted/refused:**

13/00198/FUL 4 Pye Corner CO9 3DE Erection of extension to side of the dwelling and installation of dormer window to front Application Withdrawn

13/00191/LBC 26 St James Street CO9 3EW Demolition of gate pillar and part of garden wall facing the pavement and behind the border of St James Street. Erection of new gate pillar, re-configuring walls to border, laying tarmac, creating a new drop kerb to create a wider entrance. Erection of new wooden gates together with ancillary development. Application GRANTED

13/00007/NMA 2 Castle Close CO9 3DH Application for a non-material amendment following a grant of planning permission 10/00331/FUL Materials of new garage to match existing bungalow and extension Application GRANTED.

12.

**Correspondence:**

**Items for Consideration.**

**EALC** Application form for intensive summer CiLCA course. The cost for the Course will be £300. This price does not include the cost of Registration for CiLCA which is now £150. The Essex Clerks Training Bursary Scheme may help with the costs. Councillors agreed to this course.

CW

**Other**

**Rural Services Network** Plan to safeguard rural postal services following review by Ofcom. Royal Mail welcomes the safeguards, which require the same standards of service in rural and urban areas. 98 per cent of all households across the UK should be within half a mile of a post box. Access to postal services is underpinned by the Post Office branch network which is required to meet stringent Government accessibility criteria. Currently 93.1% of people in the UK must be within a mile of a Post Office, and 99.7% within three miles. Service standards would apply even in the event of the sale of Royal Mail. This obligation is defined in law and cannot be changed unless approved by both Houses of Parliament

14.

**How to proceed with registration of Village Green following quote by solicitor:** The cost was discussed and it was agreed to proceed since this is a Government requirement. Clerk to contact solicitor to discuss fee for this and supplemental lease with new plan of toilet site.

CW

15.

**How to progress War Memorial repair and grant application:** A date was set for a meeting on June 5<sup>th</sup> at 4.00pm for the Burial Board, starting at the Cemetery (see item 18) and adjourning to Madam Chairman's house.

Burial Board

- 16. Options for Disabled Parking at Memorial Hall:** Advice from NALC taken. The terms of the lease were considered and it was agreed that the Clerk should contact Mr Jason Lindsay to gain agreement and send a copy of the original plan of the Memorial Hall site, copying in Mr G Southgate on correspondence. Clerk to investigate contractors to do the work. CW
- 17. Quotes for refurbishment of Village Flag Pole:** Several similar quotes have been obtained. Clerk to proceed with the best price and service CW
- 18. Quotes for replacement of Litter Bins and options for tidying cemetery:** Two black conservation area bins to be ordered from BDC at a cost of £119 + VAT each to replace those in Bayley Street and Church Lane. Burial board to meet on June 5<sup>th</sup> 4.00pm at cemetery to discuss improvements needed (see item 15) Burial Board CW
- 19 Any Other Business**
- 19.1 Bingham Pottery:** The donation from Mr Alan Shaw was discussed. It was agreed to investigate costs of a display case from local contractors to display the entire collection, including that currently kept at the Doctor's surgery, in a location where it can be viewed by the public. Clerk to obtain quotes. The value of the collection needs to be established so it can be added to the insurance. CW
- 19.2 Magna Carta Meeting:** Mr R Worley and others will attend the initial meeting to plan 2015 celebrations on May 28<sup>th</sup>. The clerk has kept Hedingham Castle informed of the plans for this event.
- 19.3 Boundary Issues:** Councillor Worley has been in contact with a parishioner about a boundary dispute with neighbours and has advised them to take legal advice.
- 19.4 Attempted theft from van:** Mr R Worley has been informed of an incident in Nunnery Street
- 19.5 Footpath rubbish in hedge between Pottery Lane and New Park.** Clerk to contact the contractor to request this is removed. CW
- 19.6 Overhanging Trees:** These are causing obstruction on the footpath between Crouch Green and Hedingham School. Clerk to contact Highways as it is outside School property CW
- 19.7 Mi community grant:** Has been investigated by Mr I Higgins as a source of funding for heating in the Memorial Hall. However bids are received in September and funds allocated in March, so it will not help this winter.
- 19.8 Playing Field:** Following the playground inspection, the Playing Field committee organised a meeting to inspect the work that has been recommended. Agenda item for next meeting.
- 19.9 Light between New Park and Pottery Lane:** Electricity for this was always kindly supplied by Mrs Ripper, who passed away this year. The new owners of the property need to be contacted to discuss a similar arrangement, or alternative options identified.
- 20. Date of Next Meeting:** Monday 17<sup>th</sup> June 2013 at 07:45.

Signed:

Mrs S Allfrey  
Chairman