



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 9th NOVEMBER 2020 BY ZOOM VIDEO CONFERENCE AT 7.30PM**

Present: Cllrs Bayes, Doe, Hood, Jordan, Southgate, Toocaram, Veater, Westrop.
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: Cllr H Johnson, BDC. Cllr D Finch ECC attended between item 10.2 and 10.3
1 member of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Gransden.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 12th October 2020 were approved as a correct record of events and remote arrangements were made for them to be signed by the Chairman

Proposed: Cllr Jordan **Seconded:** Cllr Toocaram Agreed unanimously

3. DECLARATIONS OF INTEREST

Cllr Bayes declared an interest in item 11 as the new Parish Council trustee on the Village Hall CIO.

4. PUBLIC FORUM

None

5. PROGRESS CHECK

5.1 Village Sign at Forge Green David Le Versha, the original designer, is providing a quote for refurbishment of the sign. The sign will be removed while work is under way.

5.2 Abandoned car, Bayley Street. A damaged car left at Bayley Street for a number of weeks has been reported to BDC and the police. Fibre broadband installation has been postponed until it can be removed.

6. HIGHWAYS

Update on Highways issues and any new problems to report

6.1 Roadworks continue in the village due to installation of fibre broadband. All roadworks information is available on <https://one.network/>.

6.2 Drain at Falcon Square – a large drain which had been surfaced over was uncovered during the fibre broadband installation. This has been reported to Essex Highways and to Anglian Water

6.3 Damaged gully Lucas Lane and blocked drain at Majendie Lane: A temporary repair seems to have been made, however a final Highways assessment is needed before the resident can make a repair to the wall above the gully for public safety. Cllr Finch was asked for a status report.

6.4 Retaining wall, Station Road footpath A repair by Highways was expected in March. The damaged concrete retaining posts are causing concerns for public safety if the bank collapses. Cllr Finch was asked to chase up this work.

7. REPORTS

7.1 Police/PCSO/Neighbourhood Watch: Video footage of racing vehicles in the village during the evening and registration numbers have been forwarded to the Police, who will add the location to their patrol plan. Mr Tony Tassell reported by email that the Neighbourhood Watch Facebook page has around 400 members. He is careful about vetting membership after a number of requests to join from the USA.

7.2 Essex CC report: Cllr D Finch ECC gave his report between item 10.2 and 10.3:

- **Local Government Reform.** The plan for more devolved Essex authorities with a mayor by 2023 has been paused due to Brexit and the pandemic.

- **Essex moving to tier 2** was decided on the basis of evidence from Public Health Essex, Dr Mike Gogarty and his boss John Spence. Numbers of Covid cases were doubling each week and would have resulted with Essex having the same problems as Liverpool. Evidence was reviewed by the NHS and the Secretary of State before the decision was made. Money was not the motivator, but funding received has been used for welfare including Citizens Advice Bureaus, Hungry Holiday schemes and Business Support grants particularly for the hospitality sector and similar hard hit businesses. The work done in tier 2 seems to show that the rise in cases in Essex is starting to flatten, and there is no immediate crisis in the county's hospitals.
- **Care Homes:** the hospital discharge process has been changed with additional staging points for Covid checks before patients return to care homes.

7.3 Braintree DC report: Cllr Beavis apologised for absence due to conflicting meetings and gave a written report by email:

A briefing note from Cllr Beavis had been received on the new proposed Scheme of Delegation: This is change and I feel that CHPC would wish to respond. I believe an area of note is the new proposed Member Forums where the District Council will propose to hold briefings at the early stages of planning proposals, particular large or more complex applications. The other area is the moving away of the District Councillor or the Parish Council ((call-in)) on planning applications to go before the BDC Planning Committee - it is now proposed that the Chairman of the BDC Planning Committee would decide. Two other brief updates:

(1) I raised a Question at Full Council BDC last meeting seeking support from the Cabinet Member at BDC to Castle Hedingham PC in regards to the further, future improvements in the village in terms of the Play Park area and the offer of financial support via a piece of land or planning approval funding... The Cabinet Member has written to me and I have spoken to your Chairman and to the clerk and they have provided me with correspondence which I have now forwarded to the Cabinet Member. I will forward an update when I receive it.

(2) I was asked by the Scouts Group to allocate some of my Cllr. funding to a Christmas tree project. I am delighted to say that the Scouts and I completed the form and the funding has been approved by BDC. I'm sure we will hear more about this project over the coming weeks.

May I thank the clerk and the Parish Council for demonstrating a lead on great community resilience at this difficult of times.

Cllr Johnson reported::

40mph SID sign at Crouch Green is not working and has been reported to Essex Highways

Horizon 120 development in Braintree has completed its first compliance test

Planning: Radical changes are likely to take place at all levels with consultations underway

Riverside Walk, Sible Hedingham- in answer to a question from Cllr Hood, Cllr Johnson confirmed that action is being pursued to resolve the land ownership question at the Castle Hedingham end of the walk, which is in a poor state and dangerous as well as being inaccessible for buggies or wheelchairs.

8. PLANNING

Applications received:

20/01676/HH & 20/01677/LBC Application for a dropped kerb to create new access following removal of existing low brick wall.

120 Nunnery Street CO9 3DR

No objections

20/00356/TPOCON Notice of intent to carry out works to trees in a Conservation Area. Various including Sycamore to be felled (Tree is growing at a 45 degree angle into a neighbouring tree, overhanging property) Astles 1 Pye Corner CO9 3DE

No objections

Applications determined:

20/01428/HH & 20/01429/LBC Proposed replacement of existing garage

1-2 Pottery Lane CO9 3EU

Application permitted

19/02314/FUL & 19/02315/LBC Conversion and change of use of a Grade II* listed property known as 'Castle Hedingham URC' to 2 private dwellings

Castle Hedingham United Reformed Church 32 Queen Street CO9 3HA

Application withdrawn

8.1 BRAINTREE PLANNING SCHEME OF DELEGATION

Decision on response to consultation on a revised scheme of delegation, the set of rules which determines whether a planning application will be decided by the Planning Committee or by planning officers under the delegated powers given to them by the Council. A summary of the proposals and a full draft Revised Scheme of Delegation are available here: www.braintree.gov.uk/revisedschemeofdelegation. The consultation on the revised scheme will run until 13th November 2020. Comments should be sent to Planning.Comments@braintree.gov.uk

RESOLVED: The clerk will respond summarising the Parish Council's wish to keep residents informed and encourage them to express their views, to consider the views of the Parish Council and provide feedback, and to take seriously a Parish Council's support of planning applications as well as objections.

Proposed: Cllr Toocaram **Seconded:** Cllr Southgate Agreed unanimously

9. FINANCE

9.1 The monthly accounts were approved and payments agreed for authorisation. The bank reconciliation had been checked and signed via email by Cllr Bayes.

Proposed: Cllr Hood **Seconded:** Cllr Veater Agreed unanimously

Nov-20	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£31.23
DD	Bulb	Electricity Toilets	£11.21
B/P	HMRC	Tax/NI October and outstanding payments	£240.17
B/P	E C Waters	Home as Office November	£75.00
B/P	E C Waters	Clerk Expenses Oct 12th to Nov 9th	£15.68
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	BDC	Rates, Pump House	£5.00
B/P	M D Landscapes	Grass Cutting October	£541.20
B/P	Darkins Supply Stores	Village Maintenance supplies	£47.36
B/P	EALC	New Councillor Training PG	£216.00
B/P	908 Ltd (Garden Labelling)	Engraved Tree Labels	£96.70
TOTAL in month			£1,290.95

Nov-20	Receipts in Month	Details	Amount
	NONE		
TOTAL in month			£0.00

Accounts balances at 09 November 2020

Unity Trust Current account	£20,411.33
Unity Trust Deposit account	£10,466.77
Cambridge & Counties 95 day	£33,552.30
	£64,430.40

10. CASTLE HEDINGHAM VILLAGE PARK

10.1 The clerk reported that a further risk assessment had been carried out in light of the park remaining open during the latest Covid-19 restrictions. Larger safety notices are being posted in the noticeboards. The public toilets remain open and are serviced daily. Hand sanitiser dispensers and hand washing facilities are available in all cubicles. Cllr Southgate had spoken to residents of Queen Street who had expressed concern about noisy gatherings in the evenings, but this has reduced now the weather is colder. Sponsors have come forward for all 8 of the trees planted in October, and commemorative plaques are being ordered.

10.2 Decision on changes needed to dropped kerb at the Memorial Hall end of the path, and quote received from Stewart Landscapes of £1335.00 + VAT to take out existing kerbs and install drop kerb.

Action: Decision to be considered in more detail at a meeting of the Village Park group (see **10.3 & 10.4**)
Cllr Finch arrived during item 10.2 and gave his ECC report before item 10.3. Please see item 7.2

10.3 Consideration of Village Park group suggestions for seating options. Sponsorship to be invited from residents

Action: To be considered in more detail at a meeting of the Village Park group (see **10.2 & 10.4**)

10.4 Decision on location and type of storage container, to be financed through Love Essex £500 grant

Action: Decision to be considered in more detail at a meeting of the Village Park group (see **10.2 & 10.3**)

11. CASTLE HEDINGHAM CLUB AND VILLAGE HALL

Consideration of two options suggested by solicitor:

Option 1: to sign a “management agreement” with the Village Hall CIO as an addendum to the existing lease, stating the Village Hall Committee has delegated its function to the CIO. This is the more cost-effective option and can be revoked easily if future changes occur.

Option 2: to formally vary the Lease so that the Lease is changed by the legal Deed and no longer refers to the committee but rather to the CIO. This would be a permanent variation to the Lease. This would require the Freeholder’s consent and involvement is a legal process and would also see legal costs rise because more formality would be involved and the Freeholder’s legal costs would also have to be paid.

Action: Following reports by Cllr Southgate and Cllr Bayes from discussions with the Chairman and Committee of the Village Hall CIO, Option 1 is acceptable to the Village Hall CIO and the Parish Council. Cllr Southgate will liaise with the solicitor to complete the management agreement.

12. CONSULTATION: STANDARDS IN PUBLIC LIFE

The Committee on Standards in Public Life is carrying out a landscape review of the institutions, processes and structures in place to support high standards of conduct. Decision on Parish Council contribution to NALC response, deadline 4th December. Individuals can respond to the government consultation at <https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey>, deadline 18th December 2020

Action: The clerk will respond with the Parish Council view that standards (the 7 Nolan Principles of Public Life) are generally upheld at Parish Council level where the Councillor role is voluntary, but need better enforcement in higher tiers of government where power and financial gain are greater.

13. CORRESPONDENCE TO NOTE

- **Cllr Jo Beavis:** Green and Independent group report had been delivered in the Parish. The clerk will forward to all Councillors as some did not receive a copy.

14. AGENDA ITEMS FOR NEXT MEETING

- Decision on budget and precept for 2021-2022

DATE OF NEXT MEETINGS: All meetings to be held via Video Conferencing until further notice

NO PARISH COUNCIL MEETING IN DECEMBER

Monday 11th January 2021	7.30pm	Ordinary Parish Council	Zoom Video Conferencing
---------------------------------	--------	-------------------------	-------------------------

The meeting closed at 8.38pm

SIGNED (CHAIRMAN)

DATE