



Parish of Castle Hedingham
Mrs Claire Waters (Parish Clerk)
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**MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL,
HELD ON MONDAY 8TH JUNE 2020 BY ZOOM VIDEO CONFERENCE AT 7.30PM**

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

In the Chair: Cllr Southgate

Clerk: Claire Waters

Also Present: Cllr J Beavis to item 8 & Cllr H Johnson, BDC. Cllr D Finch, ECC to item 7.3

1. APOLOGIES FOR ABSENCE

Cllr Doe sent apologies for absence.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 11th May 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 Gransden

Agreed unanimously

3. DECLARATIONS OF INTEREST

None

4. PUBLIC FORUM

None

5. PROGRESS CHECK

The clerk had submitted a written report on actions taken in May and June with delegated powers:

5.1 Public Toilets Risk assessed and closure continues, probably until essential shops re-open on 15th June. Hand sanitiser with wall-mounted dispensers, maintenance PPE and steam cleaner purchased and arrived early June at a cost of £210.87. In view of the urgency and difficulty obtaining supplies, this has been purchased by the clerk and claimed on expenses this month. Public advice notices to be prepared

5.2 Village Maintenance: Councillors will consider options for support for Village Maintenance Operative and possible solutions to transport issues before the July meeting. Councillors volunteered to help with litter picking and spraying dog mess

Action: The clerk will order litter pickers, gloves and bags from BDC and dog poo spray from Darkins

Action: The Chairman will discuss options with the Village Maintenance Operative.

Action: The clerk will obtain a quote for insuring him to drive her car, due for renewal 22nd July. *Agenda item July meeting*

5.3 Public Toilets electricity supply. Bulb renewable energy contract commenced 1st June. This will save a small amount of money annually as well as being in line with the Environmental Policy.

5.4 Annual Report: Parish Council Annual Report together with BDC "Here to Help" information leaflet distributed to all houses by 2020 Village Volunteers. Additional copies of BDC booklet available in Village Shop. Due to social distancing the Annual Parish Assembly will not take place this year.

6. HIGHWAYS

6.1 Lucus Lane drain collapse. Cllr Finch confirmed this is still being evaluated as a wider issue with underground pipes exists in the area of Lucus Lane, Falcon Square at St James Street.

6.2 Road closures planned June to August include Falcon Square, Church Lane, Church Ponds, Pye Corner due to installation of fibre broadband. All roadworks information on <https://one.network/>

6.3 Drains at Sudbury Hill, Castle Lane and Sheepcot Road are still full and some overflowing. Drain jetting was carried out in some streets but many have been missed.

6.4 Footpaths: Cllr Gransden and the clerk raised the issue of difficulty obtaining a response from the Public Rights of Way Officer at Essex County Council. Cllr Finch offered to assist

Action: The clerk will forward to Cllr Finch a copy of the 2018 footpath audit with new footpath maintenance issues added to the list.

6.5 Cllr Veater reported foliage overgrown from the old United Reform Church over the footpath. Cllr Jordan offered to cut back.

7. REPORTS

7.1 Police/PCSO/Neighbourhood Watch: Residents of New Park have reported continued parking obstructing the footpath, forcing pedestrians and residents with restricted mobility into the road. The police have been informed but no response has been received. Social gatherings with alcohol and drug related litter in specific areas of the village have also been reported to the local police. Cllr Finch will escalate this matter with Essex Police, together with reports of excessive speeding in Sible and Castle Hedingham and excessive exhaust noise from vehicles.

7.2 Essex CC report: Cllr D Finch reported:

- Bursaries are being set up for trainee carers to help young people into the profession, and nursing apprenticeships through Adult Community Learning, using the apprenticeship levy
- The park & ride temporary mortuary is being stood down and returned to car parking
- An increased awareness of the need for safe walking and cycling has resulted in planned improvements to pedestrian walkways and cycle paths in Colchester and Chelmsford, which will be rolled out throughout the county.

7.3 Braintree DC report: Cllr H Johnson reported:

- Increased speeding on the A1017 especially motorcycles on a Sunday
- Bonfires are still banned, including use of garden incinerators.
- Work at BDC remains busy, with virtual meetings taking place regularly

Cllr Southgate asked Cllr Johnson for his assistance in getting a reply from Cllr Butland regarding his offer of £25,000 to the Village Park on the sale of an asset at New Park. The Parish Council had asked for clarification of the offer but has not received a reply

Action: The clerk will forward to Cllr Johnson the latest letter to Cllr Butland which was sent in May. Cllr J Beavis reported:

- There is a continued need to keep an eye on the 'R' number for coronavirus infection rate in Essex, despite easing of lockdown. Southend has a particularly high rate in the county
- The first full BDC meeting has been held via Video Conferencing. There were two significant items:
- 1) The Local Plan. There has been an interim letter from the Government Planning Inspector. Setting politics aside, there is a need for Councillors to find unity and a way forward.
- 2) BDC's revenue accounts are suffering with income streams much reduced. The same applies to Essex County Council. Both had strong reserves but had not planned for a pandemic
- There was also a good debate on cycling and all were in agreement to support funding for cycle lanes
- Residents have reported concerns about loud exhausts on vehicles using St James Street, other Councillors agreed this is a problem late at night and also on Sundays. Cllr Beavis will raise this with the local police officers

8. PLANNING

Applications received:

None

Applications determined:

20/00693/AGR Application for prior notification of agricultural or forestry development - Extension on the side of an existing grain store to act as a cover to the concrete wash down area of an already installed bio-bed.

Lawrences Farm Rushley Green CO9 3AJ

Prior Approval Required and Given

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

Application permitted

20/00230/HH & 20/00231/LBC Erection of a rear extension and replacement of an existing window in the front elevation with a door.

10 Church Lane CO9 3DA

Application permitted

Action: Councillors to read BDC decision notice to understand the reasons for the approval of the door.

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 Gransden. In response to a question from Cllr Hood, the clerk confirmed that her high expenses this month included public toilet supplies of £210.87, which have been accounted for in the public toilets budget.

Proposed: Cllr Hood

Seconded: Cllr Veater

Agreed unanimously

Jun-20	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£31.23
DD	British Gas	Electricity Toilets	£12.34
DD	British Gas	Electricity Toilets	£13.16
B/P	E C Waters	Home as Office June	£60.00
B/P	E C Waters	Clerk Expenses May 11th - June 8th	£241.02
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	BDC	Rates, Pump House	£5.00
B/P	M D Landscapes	Grass Cutting May	£1,172.40
B/P	Hedingham School	Printing BDC Help booklet	£144.00
B/P	Initial Hygiene	Sanitary Disposal	£12.17
TOTAL in month			£1,702.72

Jun-20	Receipts in Month	Details	Amount
02-Jun	BDC	Street Cleaning Grant	£5,521.77
08-Jun	Village Shop	Loan repayment	£100.00
TOTAL in month			£5,621.77

May-20	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£30.22
DD	British Gas	Electricity Toilets	£12.53
DD	B&CE Holdings	Peoples Pension	£162.41
DD	Open Spaces Society	Annual Subscription	£45.00
B/P	Staff	Salaries	£1,432.64
B/P	HMRC	Tax/NI	£69.11
B/P	E C Waters	Home as Office May	£60.00
B/P	E C Waters	Clerk Expenses Apr 20 - May 11	£39.76
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	BDC	Rates, Pump House	£5.00
B/P	M D Landscapes	Grass Cutting April	£1,094.40
B/P	Came & Company	Parish Council insurance	£391.55
B/P	NFU Mutual	Buildings insurance	£1,083.16
B/P	BDC	Buildings insurance, Pump House	£25.27
TOTAL in month			£4,462.45

May-20	Receipts in Month	Details	Amount
11-May	Harvey Darke	Inscription Grave 224	£70.00
18-May	Village Shop	Loan repayment	£100.00
TOTAL in month			£170.00

Accounts balances at 8 June 2020

Unity Trust Current account	£72,741.06
Unity Trust Deposit account	£25,441.40
Cambridge & Counties 95 day	£33,552.30
	£131,734.76

9.2 RESOLVED: Ratification of decision on Parish Council insurance renewal with Pen Insurance for 2020– 2021 on a 3-year agreement

Proposed: Cllr Southgate

Seconded: Cllr Toocaram

Agreed unanimously

10. CASTLE HEDINGHAM VILLAGE PARK

Cllr Southgate confirmed that the revised map had been approved but then revisions requested by the Landlord's solicitors. This has been resolved and solicitors chased to ensure lease completion in time for the first instalment due to the play equipment supplier to secure the installation slot scheduled for 20th July. A grant application of up to £10,000 has been submitted to the Essex Community Foundation.

Update: Lease completed and 1st instalment to play equipment supplier paid 10th June 2020

11. CASTLE HEDINGHAM CLUB AND MEMORIAL HALL

Cllr Hood had been trying to work with the Memorial Hall and the Club to understand grant availability and secure funding to support the survival of the Club. The rates bill for the building is in the name of the Memorial Hall Committee, so they were eligible for the £10,000 Small Business Grant Scheme. Because the Club is not named as a rate payer, it cannot access this grant funding. The question of the Memorial Hall sharing their grant funding with the Club was raised, but the Memorial Hall Committee wish to use the funds to make safety and accessibility adjustments for when the hall re-opens. Other possible funding options for the Club are being looked into, including the possibility of escalating the issue to the Finance Director at BDC who can advise on unusual cases

RESOLVED: To invite representatives to the July meeting if the situation is not resolved

Proposed: Cllr Jordan

Seconded: Cllr Southgate

Agreed unanimously

12. CORRESPONDENCE TO NOTE

NALC: Summary of advocacy on impact of coronavirus on local councils. Information on the activity undertaken by NALC to raise the profile of the sector with the government and others during the current pandemic, and in particular regarding the financial implications for our councils. (sent by email)

EALC: Health and Wellbeing Plans - Online Forum

Arrangements are being finalised for an online forum for Cllrs Doe, Hood, Cllr Beavis and the clerk, with the aim of having a Health and Wellbeing Plan template to be completed outside the forum

13. AGENDA ITEMS FOR NEXT MEETING

- Consideration of an electric car charging point at a location in the village
- Next actions for the Village Park including clearance, signage, compost bin, and secure storage

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

Monday 13th July 2020	7.30pm	Ordinary Parish Council	Zoom Video Conferencing
Monday 10th August 2020	7.30pm	Ordinary Parish Council	Zoom Video Conferencing

The meeting closed at 8.55pm

SIGNED (CHAIRMAN)

DATE