



Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)
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NOTICE OF MEETING

Dear Councillor: You are summoned to attend the **Annual Meeting** of Castle Hedingham Parish Council on **Tuesday 4th May 2021 at 7.30pm via Zoom Video Conferencing** for the purpose of transacting the business set out on the attached agenda.

Signed:

Claire Waters

Clerk to the Council

Date: 26th April 2021

THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND

*Public access available via this link: **Join Zoom Meeting***

<https://us02web.zoom.us/j/88568004979?pwd=ZC92QW5QdituVFh6ZEhUNzZIZUZaUT09>

Meeting ID: 885 6800 4979

Passcode: 157859

ANNUAL MEETING AGENDA

1. ELECTION OF CHAIRMAN

1.1. ELECTION OF VICE-CHAIRMAN

To make remote arrangements for signing of Declarations of Acceptance of Office

2. APOLOGIES FOR ABSENCE

3. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of 12th April 2021

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. ANNUAL REVIEW OF PROCEDURES, COMMITTEES, REPRESENTATIVES AND WORKING GROUPS

5.1. To decide on membership of committees, representatives and working groups

5.2. To review and re-adopt Standing Orders and Financial Regulations for 2021-2022

5.3. To remove delegated powers from the Clerk, with the ending of the Coronavirus (2020) legislation

6. PUBLIC FORUM

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

7. PROGRESS CHECK

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

7.1. Sudbury Road tree & hedge clearance: authorities have identified the new owner of the land.

Investigations by the Forestry Commission are ongoing, and Planning Contravention Notices have been issued by BDC regarding the fence

8. HIGHWAYS & PUBLIC RIGHTS OF WAY

Update on Highways issues and any new problems to report

8.1. To note the resurfacing with road planings of Byway 27 from Hewsons Farm to Rosemary Lane

8.2. To consider suggestion from resident to plant daffodils as an "Avenue of Hope" on Sheepcot Rd verges

8.3. To consider remedial works needed to Footpath 15 Station Rd by the old woodyard

8.4. To note road closure at Falcon Square & King Street, due to commence on 21st May 2021 for 5 days

9. REPORTS

9.1. Police/PCSO/Neighbourhood Watch.

9.2. Essex CC report

9.3. Braintree DC reports

10. PLANNING

Applications received

21/01113/TPOCON Works to tree in a Conservation Area - Remove a small Conifer

10 Church Lane CO9 3DA

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 and alterations to internal roads and access Rushley Green Farm Rushley Green CO9 3AH *INFORMATION ONLY, COMMENT NOT REQUIRED*

Applications determined:

21/00422/FUL Erection of new barn to replace demolished barn following a fire

Milestone Barns Sudbury Road CO9 3AD

Application PERMITTED

21/00155/HH Side Extension and Alterations to existing dwelling

7 Park Vale Close CO9 3DS

Application PERMITTED

11. FINANCE

11.1. The monthly payments to be approved for authorisation by two Councillors

11.2. Approval of Annual Governance Statement

11.3. Approval of Annual Accounts and Accounting Statements

11.4. To make arrangements for signing of Annual Return to Audit Commission

11.5. To review asset register and confirm insurance arrangements for 2021-2022

12. CASTLE HEDINGHAM VILLAGE PARK

12.1. Update on work undertaken at the Village Park since the April meeting

12.2. To consider purchase of pine picnic benches from a local supplier at a quoted cost of £1,500 (£300.00 discount) for 3 smaller benches and £900.00 for one larger one which could be adapted for wheelchairs.

12.3. To decide on next actions needed to progress the Village Park project

13. COMMUNITY AWARENESS EVENT for Castle Hedingham

To decide on possible dates for a drop-in event during the day time where people can come and talk to members of Braintree District Council and the Police about any concerns they may have about coming out of lockdown or any other local issues. It is planned to include other agencies that might be able to offer local support or signposting. To be held outside at the Village Park, with refreshments from the Social Club.

14. AGENDA ITEMS FOR NEXT MEETING

15. MEETING DATES 2021

May 2021	7.30pm	Annual Parish Assembly	CANCELLED
Monday 14th June 2021	7.30pm	Ordinary Parish Council	Location to be confirmed
Monday 12th July 2021	7.30pm	Ordinary Parish Council	Location to be confirmed

Councillors: Cllr Peter Bayes

Cllr Penny Doe

Cllr Will Dover

Cllr Phil Gransden

Cllr Charlie Jordan

Cllr Garry Southgate

Cllr Jill Toocaram

Cllr Mary Veater

Cllr Jessica Westrop

Copy to: **County Councillor:**

Cllr David Finch

District Councillors:

Cllr J Beavis

Cllr H Johnson

Essex Police

Neighbourhood Watch Mr Tony Tassell