



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 15th May 2023 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: 9th May 2023

THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND

AGENDA

1. ELECTION OF CHAIRMAN

1.1. ELECTION OF VICE-CHAIRMAN

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 17th April 2023

4. DECLARATIONS OF INTEREST

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

4.1. To receive Councillors' completed Register of Interests forms

5. CO-OPTION TO FILL COUNCILLOR VACANCIES

5.1. Decision to waive Co-option Policy in filling current vacancies due to recent election

5.2. Decision on co-option of Councillors from any expressions of interest received

6. REVIEW OF POLICIES, PROCEDURES, COMMITTEES, REPRESENTATIVES AND WORKING GROUPS

6.1. To review and adopt the Standing Orders

6.2. To review and adopt the Financial Regulations

6.3. To review and adopt the Code of Conduct for Councillors

6.4. To confirm eligibility for the General Power of Competence for the council term beginning May 2023

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

6.6. To confirm Calendar of meetings for 2023-2024

7. PUBLIC FORUM

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

8. PROGRESS CHECK

Village maintenance issues and update on actions from last meeting

8.1. To note with grateful thanks the repainting of the telephone kiosk by County Broadband volunteers

9. HIGHWAYS & PUBLIC RIGHTS OF WAY

Update on Highways & Footpath issues and any new problems to report.

9.1. Kirby Hall Road verge parking and drainage issues: To note resident correspondence and response from Cllr Peter Schwier. Bollards need to be replaced to prevent verge parking.

10. REPORTS

- 10.1. Police/PCSO/Neighbourhood Watch.
- 10.2. Essex CC report
- 10.3. Braintree DC reports

11. PLANNING

Applications received:

None

Applications determined

23/00711/TPOCON Notice of intent to carry out works to trees in a Conservation Area: T1 - 8x Leylandii Trees - Reduce height from approximately 5m to 3m T2 - 2x Leylandii Trees - Fell to ground level
Caxton Cottage Nunnery Street CO9 3DN *Application PERMITTED*

23/00708/LBC Proposed installation of two low level windows to the north west elevation
9 St James Street CO9 3EN *Application PERMITTED*

12. FINANCE

- 12.1. The monthly payments to be approved for authorisation by two Councillors
- 12.2. To confirm asset register and annual insurance renewal with NFU and Hiscox
- 12.3. Approval of Annual Governance Statement, to be signed by the Chairman and clerk
- 12.4. Approval of Annual Accounts and Accounting Statements, to be signed by the Chairman and clerk

13. COMMUNITY ALLOTMENT

13.1. To approve initial spending from £5,000 UK Shared Prosperity Fund Community Garden grant on shed and rainwater harvesting

14. REWILDING NEW PARK

14.1. Consideration of resident request to reinstate spring for resident access. To consider potential application to Anglian Water River Positive scheme

15. CORRESPONDENCE TO NOTE

16. AGENDA ITEMS FOR NEXT MEETING

17. NEXT MEETINGS:

Monday 15th May 2023	7.30pm	Annual Parish Council	Castle Hedingham Club
Monday 12th June 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 10th July 2023		Ordinary Parish Council	Castle Hedingham Club

Councillors: Cllr Andy Deeks Cllr Penny Doe Cllr Will Dover
 Cllr Beverlee Foulkes Cllr Andy Smith Cllr Garry Southgate
 Cllr Jessica Westrop Councillor Vacancy Councillor Vacancy

Copy to: **County Councillor:** Cllr Peter Schwier
District Councillors: Cllr J Beavis Cllr W Taylor
Essex Police PC James Draper
Neighbourhood Watch VACANT