



Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)
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NOTICE OF MEETING

Dear Councillor: You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 14th November 2022 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: 7th November 2022

AGENDA

1. APOLOGIES FOR ABSENCE

2. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting of 17th October 2022

3. DECLARATIONS OF INTEREST

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

4. PUBLIC FORUM

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

5. REWILDING, NEW PARK

Attendance by BDC Contracts and Projects Manager Jenny Beck to discuss rewilding of the BDC owned land at New Park and consider how this would be managed, including communication with residents.

6. PROGRESS CHECK

Village maintenance issues and update on actions from last meeting

6.1. Public Toilets: Update on sink waste connection repairs needed, window glass replacement and lock repair at baby change cubicle

6.2. BDC Scrutiny Review into Litter Management: To agree a response, due by 2nd December 2022

7. HIGHWAYS & PUBLIC RIGHTS OF WAY

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

7.1. PROW and Parish Paths Partnership: To note new Waymarker discs received and agree distribution.

7.2. Drainage issues: To review report sent to Cllr Schwier of drainage issues, and further follow up needed. To note outcome of Anglian Water inspection of drainage issues at Pye Corner. To consider flooding problems at Kirby Hall Road, Queen Street/Station Road and Lucas Lane

7.3. Local Highways Panel applications: To decide on further LHP applications needed, including parking prevention measures at St James Street junction with Majendie Land and at Kirby Hall Road verges.

8. REPORTS

8.1. Police/PCSO/Neighbourhood Watch. Police reports have been circulated to Councillors.

8.2. Essex CC report

8.3. Braintree DC reports

9. PLANNING

Applications received:

None

Applications determined

- 22/02221/FUL** Retrospective change of use from agricultural to commercial B2 use for the purposes of vintage vehicle and vintage agricultural machinery repairs and workshop
Workshop On Land South Of Rosemary Farm Rosemary Lane Application REFUSED
- 22/01554/LBC & 22/01553/FUL** Conversion of existing barn to 1No. one-storey 3-bedroom dwelling
Nunnery Farm Barn Nunnery Farm Nunnery Street Application PERMITTED
- 22/02240/LBC & 22/02179/HH** Replacement rear window
9 Pye Corner CO9 3DE Application PERMITTED
- 22/02123/HH** Erection of single-storey front extension. Replacement of windows and timber cladding to rear elevation. |
South Barn Coppingdown Farm Sudbury Road CO9 3AG Application PERMITTED
- 22/02082/HH** Change of use of outbuilding for ancillary purposes
Greenwich House 8 Queen Street CO9 3EX Application PERMITTED
- 22/01588/OUT** Application for Outline Planning Permission will all matters reserved for: Erection of 1No. single-storey dwelling & garage for agricultural smallholding
Land Behind 118 Nunnery Street Application REFUSED
- 22/02311/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Leyland Cypress (T1 & T2) Fell trees and grind stumps Oak (T3) Crown reduction of 2 linear metres to the branches growing towards the house. Hazel (T4) Coppice to 2 metres. Birch (T5) 1.5-2 linear metre reduction to the elongating branches to balance the shape (3-4 branches). Weeping Birch (T6) Crown lift for 1-1.5 metres of clearance of the neighbouring roof
Kiln Lodge Pottery Lane CO9 3EU Application PERMITTED
- 22/02210/TPOCON** Notice of intent to carry out works to trees in a Conservation Area:- T1 - Hazel - Coppice to ground level T2 - Holly - Fell - Growing close to 3m boundary wall, low amenity value T3 - Silver Maple Pollard - re-pollard to previous pollard points and regularly maintain
5 King Street CO9 3ER Application PERMITTED

10. FINANCE

- 10.1.** The monthly payments to be approved for authorisation by two Councillors
- 10.2.** To note and approve national pay award backdated to April 2022 and its implications for staff pay
- 10.3. Parish Council Reserves:** Following the adoption of the Reserves Policy 2022-23, to consider allocation of earmarked reserves and level of general reserve, in preparation for the final budget meeting in January 2023. Historic Village Infrastructure reserve and Community Projects reserve have been suggested.
- 10.4. Castle Hedingham Village Hall:** The Social Club and Village Hall are linked by a common electrical supply. The Hall Trustees would like their own separate meter which involves UKPN and a cost. They have asked whether the PC would consider making contribution towards the cost (as yet unknown).

11. COMMUNICATIONS & SOCIAL MEDIA

- 11.1. Communications & Social Media Policy:** To consider and adopt a policy covering communications and social media for Councillors and Parish Council staff. To note advice from Local Government Association seminar on online abuse and safe use of social media
- 11.2. Parish Council Website:** Update on new website and plans for launch and replacement of old website
- 11.3. Facebook and other social media:** To consider use of Facebook and Twitter, including possible creation of a Castle Hedingham Parish Council Facebook page.

12. TRANSPORT EAST RURAL MOBILITY SURVEY 2022

To agree a response to this survey due by 16th December 2022. One response is requested per Parish Council

13. CASTLE HEDINGHAM CEMETERY

Update and decision on winter maintenance work at the cemetery, including improving access for maintenance vehicles along the fenced boundary with permission of the neighbouring landowner.

14. VILLAGE PARK

14.1. Community Allotment: Update and next steps for establishment of volunteer group

14.2. Tree Planting: To consider further tree planting plans and tree planting map

14.3. Parking at Village Park: To consider quotes for posts to deter parking on the grassed areas of the park

15. CORRESPONDENCE TO NOTE

ECC Community Winter Warmth and Welcome Spaces Fund grants of up to £1,000 to create safe spaces which are free to the Essex public this winter. Groups and organisations can apply, visit <https://ealc.gov.uk/winter-warmth-and-welcome-spaces-fund/>. Sible Hedingham Library is running a scheme
ECC budget for 2023/24 public consultation is open until Monday 28 November. You can take part in the consultation here: <https://survey.euro.confermit.com/wix/7/p350931054797.aspx?ebrm=1&l=9>

16. AGENDA ITEMS FOR NEXT MEETING

- Braintree District Council Open Spaces Action Plan. This key document is used by the Local Planning Authority to justify seeking S.106 monitory contributions for Public Open Space improvements across the district. Updates for 2023 due by 27th January 2023

17. NEXT MEETINGS:

To agree Calendar of Meetings for 2023, including proposed date of the Annual Parish Assembly in May

DECEMBER 2022		NO MEETING	
Monday 9 th January 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 13th February 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 13th March 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club

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 Peter Schwier
District Councillors: Cllr J Beavis Cllr H Johnson
Essex Police PC James Draper
Neighbourhood Watch Mr Tony Tassell