



**Parish of Castle Hedingham**

**Mrs Claire Waters (Parish Clerk)**  
**25 Bayley Street, Castle Hedingham, Essex CO9 3DG**  
**Tel: 07845 056597**  
**email: castlehedinghamparishclerk@gmail.com**

**NOTICE OF MEETING**

**Dear Councillor:** You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 21st September 2020 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: 14<sup>th</sup> September 2020

*THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND*  
*Please email the clerk to request a link to join the meeting via Zoom Video Conferencing*

**AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of 10<sup>th</sup> August 2020

**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. PROGRESS CHECK**

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

**5.1** Consideration of annual tree survey report from Mr R Worley, Tree Warden

**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 Member-led Pothole Repair Programme 2020** – nomination of priority pothole repairs for Cllr Finch

**6.3 Damaged gully Lucas Lane and blocked drain at Majendie Lane:** Progress update

**6.4 Damaged drain cover, Nunnery Street-** update on plans for repair by Essex Highways

**7. REPORTS**

**7.1** Police/PCSO/Neighbourhood Watch.

**7.2** Essex CC report

**7.3** Braintree DC reports

**8. PLANNING**

*Applications received:*

**20/00257/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Sycamore (T1 & T2) Crown reduction of up to 3 metres over the lawn area only (no height reduction) Crown thinning of 25% Doulton Lodge Pottery Lane CO9 3EU

**20/01428/HH & 20/01429/LBC** Proposed replacement of existing garage  
1-2 Pottery Lane CO9 3EU

**20/01482/VAR** Variation of Condition 2 'Approved Plans' of permission 18/01957/LBC granted 08/01/2019 for the demolition of conservatory and construction of new single storey rear extension to existing outbuilding within the curtilage of a listed building. Amendment would allow alterations to the approved plans.

38 St James Street CO9 3EW

*Applications determined: None*

### **8.1 Consultation on National Planning Policy “Planning for the Future”**

To consider a Parish Council response to the Government White Paper, deadlines 1<sup>st</sup> & 29<sup>th</sup> October.

### **8.2 Consultation on Braintree District Council Local Plan Section 1**

To consider a Parish Council response to the BDC Local Plan Section 1 consultation, deadline October 9<sup>th</sup>

## **9. FINANCE**

**9.1** The monthly payments to be approved for authorisation by two Councillors

**9.2** To receive and note the Internal Auditor report on the Annual Accountability and Governance Review (AGAR) 2019-2020

**9.3** Decision on Pay Review for clerk, village maintenance and public toilets operative positions

**9.4** Consideration of the £10,000 Small Business Grant received unexpectedly by the Parish Council at the end of August in relation to the rates bill for the Public Toilets, and possible uses for the funds.

## **10. CASTLE HEDINGHAM VILLAGE PARK**

**10.1** Final report on the completion of work and opening of the Village Park for public use

**10.2** Consideration of Stage 2 actions to be taken, including seating installation and tree planting, with donations kindly offered by residents of the parish and further possible grant funding applications

## **11. CASTLE HEDINGHAM CLUB AND MEMORIAL HALL**

**11.1** Review of decision to pay Memorial Hall legal fees to set up as a charitable incorporated organisation (CIO). This decision was made more than 6 months ago so eligible for review in light of changed circumstances.

**11.2** Review of nominated Parish Council trustee on Memorial Hall Management Committee in light of their request for Cllr Hood to step down

**11.3** Decision on donating a sum from the Parish Council Small Business Grant of £10,000 to Castle Hedingham Social Club

## **12. PARISH EMERGENCY PLAN 2020-2021**

Consideration of updates needed to the annual review of the Parish Emergency Plan

## **13. CORRESPONDENCE TO NOTE**

- **GP surgery** – request from parishioner to find out when they might return to a more normal service
- **EALC:** Invitation to AGM (Virtual) on Thursday 24<sup>th</sup> September

## **14. AGENDA ITEMS FOR NEXT MEETING**

## **15. MEETING DATES 2020**

<b>Monday 12<sup>th</sup> October 2020</b>	7.30pm	Ordinary Parish Council	To be confirmed, probably Zoom Video Conferencing
<b>Monday 9<sup>th</sup> November 2020</b>	7.30pm	Ordinary Parish Council	To be confirmed
<b>Monday 14<sup>th</sup> December 2020</b>	7.30pm	Ordinary Parish Council	To be confirmed

**Councillors:** Cllr Peter Bayes                      Cllr Penny Doe                      Cllr Trevor Hood  
                    Cllr Phil Gransden                      Cllr Charlie Jordan                      Cllr Garry Southgate  
                    Cllr Jill Toocaram                      Cllr Jessica Westrop                      Cllr Mary Veater

Copy to: **County Councillor:** Cllr David Finch  
**District Councillors:** Cllr J Beavis                      Cllr H Johnson  
**Essex Police**                      PCSO D Endersby