



unverified report if he feels it is in the public interest, for example a recently sighting of someone at the old woodyard chasing a local resident.

**Action:** The clerk will identify the owner of the old woodyard to make them aware of various issues.

**7.2 Essex CC report:** Cllr Finch arrived and gave his report after item 9:

- **Locality Grant:** this is available from Cllr Finch to be spent in his locality and is separate from the ECC CIF fund. It may be an option to apply for a grant for footpath work needed.
- **Local Government Reform:** Cllr Finch has been in discussion with the minister Simon Clark about the creation of a new combined authority, subject to the agreement of the 18 Essex MPs. This would entail large scale changes and would not happen until 2023 if agreed. Lancashire has already come forward and is a similar size to Essex authority.

**7.3 Braintree DC report:** Cllr Johnson reported:

- **Footpaths** are in reasonable condition for the time of year. The walking group is not meeting formally yet.
- **Thefts of farm equipment** are on the increase. Owners are advised to take extra care to remove keys and mark equipment so it can be traced by the police.
- **Speeding** is still a concern on the A1017. A speed check was carried out in Sible last week
- **Fire risk** is of serious concern due to the continued dry weather. Bonfires are still banned by BDC due to the impact of smoke on people suffering from or at serious risk from Covid-19
- **Drains** in the village are being blocked by fallen straw. With storms approaching this may cause further drainage problems

Cllr Southgate asked if Cllr Johnson had heard anything from the Leader of BDC, Cllr Butland, regarding clarification of the conditions relating to his offer of £25,000 towards the Village Park. Although this is not helpful for the current work, it would help future planning for recreation facilities for residents. Cllr Johnson will ask again, it is deeply disappointing that Cllr Southgate hasn't received a reply to his letter. Cllr Beavis reported after item 9:

- **Councillors Community Grant.** There are funds available in the budget for this year. The Bowls Club and Heddingham United Football Club have applied
- **Local Government Reform** this would lead to greater devolution for towns and parishes. A white paper is due in September.
- **Planning reform** a white paper "Planning for the Future" has been published. Cllr Beavis recommends the CPRE who have published a very good summary. She is also asking EALC for an update for parishes to help them understand the local implications, particularly the relaxation of laws on change of use of commercial property.
- **BDC Local Plan** Housing numbers are being reviewed, and the Planning Inspector has asked for lower numbers even with the removal of the Garden Communities. It is hoped that the adoption of Part 2 of the Local Plan can proceed to protect the district from speculative development.
- **Covid-19** is still a major concern, including predictions of a second wave. Virtual meetings are likely to be way of life for some time.

## 8. PLANNING

*Applications received:*

**20/01209/FUL** Removal of metal gates and adjoining metal fence from the entrance to the driveway.  
Doulton Lodge Pottery Lane CO9 3EU *No objections*

*Applications determined:*

**20/00510/LBC** Proposed installation of two low level windows to the north west elevation  
9 St James Street Castle Heddingham Essex CO9 3EN *Application GRANTED*

## 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. The clerk reported that the final invoice from Earth Wrights had been received and will be paid subject to the playground safety inspection.

**Proposed:** Cllr Veater

**Seconded:** Cllr Hood

Agreed unanimously

Aug-20	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£31.23
DD	Bulb	Electricity Toilets	£10.77
B/P	E C Waters	Home as Office August	£60.00
B/P	E C Waters	Clerk Expenses July 13th - Aug 10th	£83.45
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	BDC	Rates, Pump House	£5.00
B/P	M D Landscapes	Village Park cuts July x 2	£108.00
B/P	M D Landscapes	Grass Cutting July	£1,641.60
B/P	D R Greenway	Electrical works, Public Toilets	£582.00
B/P	Darkins Supply Stores	Village Maintenance Supplies	£39.95
B/P	Workwear Express	Village Maintenance PPE	£123.70
<b>TOTAL in month</b>			<b>£2,697.10</b>

Aug-20	Receipts in Month	Details	Amount
<b>TOTAL in month</b>			<b>£0.00</b>

Jul-20	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£30.22
DD	Bulb	Electricity Toilets	£8.81
DD	B&CE Holdings	Peoples Pension	£65.98
B/P	Staff	Salaries	£1,216.16
B/P	BDC	Rent Pump House	£30.00
B/P	EALC	Playground Guidance Seminar	£48.00
B/P	Garry Southgate	Residents Only sign	£16.97
B/P	HMRC	Tax/NI	£4.91
B/P	E C Waters	Home as Office July	£60.00
B/P	E C Waters	Clerk Expenses June 8th - July 13th	£192.02
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	BDC	Rates, Pump House	£5.00
B/P	M D Landscapes	Grass Cutting June	£973.20
B/P	Abacus Accountancy	Payroll April May June	£43.20
B/P	Maureen Lofting	Plants Crouch Green	£51.50
B/P	Garry Southgate	No Entry Signs Village Park	£15.99
B/P	Earth Wrights	2nd instalment Village Park 25%	£14,783.10
<b>TOTAL in month</b>			<b>£17,556.46</b>

Jul-20	Receipts in Month	Details	Amount
13-Jul	Village Shop	Loan repayment	£100.00
<b>TOTAL in month</b>			<b>£100.00</b>

#### Accounts balances at 10 August 2020

Unity Trust Current account	£25,431.53
Unity Trust Deposit account	£25,466.77
Cambridge & Counties 95 day	£33,552.30
	<b>£84,450.60</b>

## 10. CASTLE HEDINGHAM VILLAGE PARK

**10.1** Progress report on preparation for the opening of the Village Park for public use. Cllr Southgate reported that all being well the groundwork should be completed by week ending 21<sup>st</sup> August. The safety fencing will remain until the playground safety inspection has been completed and noticeboards installed. The clerk had provided a detailed up to date summary of the Village Park project accounts to Councillors.

**Action:** The clerk will confirm a delivery date for the noticeboards.

*Ratification of decisions made since the July meeting:*

### 10.2 Installation of fencing/gates at Queen Street entrance.

Cllrs Southgate and Gransden met with neighbouring residents on 23rd July. A mutually agreed solution to the position of the gates has been reached.

**RESOLVED:** To accept the revised quote for installation of a two-way 1.2m sprung gate (cost £732.75) instead of a disabled kissing gate (cost £1,075.13). This is recommended for disabled access including mobility scooters, and the 1.2m width means the gate will be the minimum weight for easier opening.

**Proposed:** Cllr Southgate

**Seconded:** Cllr Jordan

Agreed unanimously

### 10.3 Noticeboards.

**RESOLVED:** To accept the quote of £850 from Concept Signs for two noticeboards, one at Memorial Hall end and one at Queen Street end to display 6 x A4 posters. To accept the offer of £500 donation from County Broadband. Cllr Southgate had approached David Burr who have also kindly agreed to donate £500 towards the noticeboards.

**RESOLVED:** To accept the quote from Stewart Landscapes of £280.14 for installation of both noticeboards

**Proposed:** Cllr Hood

**Seconded:** Cllr Toocaram

Agreed unanimously

**Action:** Cllr Hood and Clerk to confirm final text and visuals for posters to Cllr Veater who has new software for creating child friendly notices

### 10.4 Fencing between park and Castle Land at Church Lane, and additional clearance work.

**RESOLVED:** To spend additional funds of on post and rail fencing for better visual impact. Metal gate posts were suggested by the landlord but for cost, practicality and visual impact wooden ones will be used.

**RESOLVED:** To spend additional £210 for clearance of the fence (includes metal posts) between the Memorial Garden and the park behind the public toilets. The clerk has informed the leader of the toddler group, which uses the garden when they are running sessions in summer

**RESOLVED:** To use interest earned from deposit accounts since 2013 of up to £2,500 towards additional funding needed.

**Proposed:** Cllr Southgate

**Seconded:** Cllr Toocaram

Agreed unanimously

**10.5** Decision on additional or decisions needed to ensure safe and timely opening of the Village Park – no further decisions were necessary at the meeting.

**Action:** The clerk to arrange a meeting on site with Stewart Landscapes to discuss additional variations, including removal of turf on shrub beds and creation of tree planting pits, and a dropped kerb to the path

**Action:** Following a meeting of the Chairman and clerk on site with a Highways Safety officer, a report to the council will be prepared by the clerk

**Action:** Following a meeting at Marks Hall arboretum arranged by Cllr Jordan and attended by Cllrs Jordan, Toocaram and the clerk, a report to the council will be prepared by Cllr Jordan

## 11. CASTLE HEDINGHAM CLUB AND MEMORIAL HALL

**11.1** Consideration of current government grant funding situation for Memorial Hall and Castle Hedingham Club. As the named rate payer for the whole building, the Memorial Hall received the Small Business Grant of £10,000 in May. The Club was not eligible for the Small Business Grant as it is not named on the rates bill, so applied for the Local Authority Discretionary grant but their application was refused on 6th July. Cllr Hood reported that following advice from BDC a second application to the Discretionary grant had been submitted but also refused. The Club is now applying for the Coronavirus Business Interruption Loan scheme and re-opened on 1<sup>st</sup> August. Members have paid membership fees promptly and some residents have made generous donations to support the Club. Cllr Hood requested Cllr Johnson's help in finding out the reasons for the Discretionary Grant refusal.

**Action:** Cllr Southgate will contact the chairman of the Memorial Hall to update him.

**Action:** A previous Parish Council decision to pay the Memorial Hall Committee's legal fees in setting up as a charitable incorporated organisation (CIO) will be reviewed at the September meeting.

**11.2** Consideration of ways of working with the Club to apply for grant funding to improve facilities for the public once the Village Park is open.

**Action:** The clerk will research the funding criteria for the ECC CIF fund application and the ECC Locality Grant to determine which projects are appropriate

**Action:** All Councillors to consider grant funding options for projects, including footpath maintenance, community allotment/garden and the Social Club.

## 12. CORRESPONDENCE TO NOTE

None

## 13. AGENDA ITEMS FOR NEXT MEETING

**NB: THIS WILL NOW BE HELD ON 21<sup>ST</sup> SEPTEMBER DUE TO ABSENCE OF THE CHAIRMAN ON 14<sup>TH</sup> SEPTEMBER.**

- 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.
- Pay Review for Staff, deferred from April. The clerk will compile a report by 14<sup>th</sup> August for the Staff Management Committee who will then hold a meeting via Zoom and make recommendations to full Council. Any pay increase for the clerk and the employed Village Maintenance Operative will be backdated to April 1<sup>st</sup>.

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

<b>Monday 21st September 2020</b>	7.30pm	Ordinary Parish Council	Zoom Video Conferencing
<b>Monday 12<sup>th</sup> October 2020</b>	7.30pm	Ordinary Parish Council	To be confirmed, probably via Zoom Video Conferencing
<b>Monday 9th November 2020</b>	7.30pm	Ordinary Parish Council	To be confirmed, probably via Zoom Video Conferencing

**The meeting closed at 8.47pm**

SIGNED (CHAIRMAN)

DATE