



# Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)

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## MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL, HELD ON MONDAY 24<sup>th</sup> AUGUST 2015 AT CASTLE HEDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Higgins, Hood, Moffat, Pewter, Philp, Southgate, Toocaram, Worley  
**In the Chair:** Cllr Southgate  
**Clerk:** Claire Waters  
**Also Present:** Revd Liz Paxton to item 5.1

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Pewter and Scrivens. Apologies for absence were also received from District Cllrs Johnson and Beavis.

### 2. MINUTES OF THE PREVIOUS MEETING

The minutes of 27th July 2015 were approved as a correct record of events with one amendment which was initialled by the Chairman – the document sent to the clerk by Braintree District Council concerned Protected Lanes, not Protected Verges and so does not relate to Edey's Lane.

Proposed: Cllr Moffat      Seconded: Cllr Toocaram      Signed by the Chairman

### 3. DECLARATIONS OF INTEREST

Cllrs Moffat and Hood declared an interest in item 6.1 as owners of property nearby.

Cllrs Moffat and Southgate declared an interest in item 4 due to their involvement with the Parochial Church Council.

### 4. PUBLIC FORUM

Revd Liz Paxton attended the meeting to request a donation towards the Parish Magazine, in proportion to the numbers distributed in the Parish. It is planned to eventually cover costs through advertising and to keep the Parish Magazine as a free service to all residents of the Hedinghams.

**Resolved:** To make the requested donation of £250 towards magazine printing costs

Proposed: Cllr Hood      Seconded: Cllr Worley      Agreed unanimously

### 5. PROGRESS CHECK

**5.1** Since Revd Liz Paxton was present, installation of the wireless transmitter for High Speed Broadband on the church tower was brought forward from item 16. County Broadband reports that all the Chelmsford Diocese faculty applications are still awaiting approval from the Chancellor of the Diocese and any attempts to hurry this process up only appear to make matters worse. Input is still needed from the St Nicholas Church architect, but this can't be progressed until the problem with the faculty applications is resolved. Liz Paxton will ask for the support of the Archdeacon, who is already involved in the process. County Broadband are now considering other locations in Castle Hedingham for the transmitter, but the church is still keen to host it as this will provide a small amount of additional income.

**Action:** The clerk will write a letter to James Cleverly, Braintree MP to request his support.

**5.2** The Colne Valley Railway could remove the Nunnery Street telephone kiosk to add to their new development if their Heritage Lottery Fund bid is successful in March 2016. The Parish Council will wait to see the outcome of the Heritage Lottery Fund bid before applying to BT to adopt the kiosk.

**5.3** The clerk and Cllrs Toocaram and Worley reported on the plans for the Colne Valley Railway should their Heritage Lottery Funding be approved. This item will be included in the monthly progress check.

**5.4** Cllr Scrivens reports that waymarkers at the diverted footpath 11 behind Nunnery Street are still pointing down the old route. The clerk has contacted the footpaths officer to have this corrected.

**5.5** A meeting with James Cleverly MP to discuss progress on a joint Heddinghams Medical Centre at Sible Heddingham has been arranged for 25<sup>th</sup> September, time to be confirmed. Cllr Southgate as Chairman of Castle Heddingham Parish Council has been invited to attend.

## **6. HIGHWAYS**

**6.1** The Parish Council was consulted on a Local Highways Partnership Scheme request for double yellow lines at Crown Street and Church Ponds to remove all parking provision and improve access for larger vehicles including emergency vehicles. A site visit from the North Essex Parking Partnership expressed sympathy with concerns about emergency access, but recommended that this request is rejected as there is no evidence that the scheme is supported by a majority of residents.

**Resolved:** To accept the decision not to install double yellow lines at Church Lane and Church Ponds

Proposed: Cllr Southgate    Seconded: Cllr Worley    Agreed unanimously

**6.2** Cllrs Toocaram and Worley are still working on finding someone to cut the protected verge at Edey's Lane

**6.3** Concerns have been raised again about blocked drains and potential flooding in the village centre. Cllr Finch has agreed to support the Parish Council in getting a joined up approach to drain cleaning and repairs by Essex Highways, rather than each drain having to be reported individually. Jetting of drains is scheduled for Castle Heddingham later in the year, but no specific date given. Parish Sweeping of gutters by Braintree District Council did not take place on 7<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> August due to vehicle breakdown. Residents can still help by reporting blocked drains themselves, with photographs if possible, on the website <https://secureweb1.essexcc.gov.uk/Highways/Report-a-highway-problem.aspx>.

**6.4** Planings for resurfacing the section of Rosemary Lane towards Kirby Hall Road are still being awaited from Essex Highways

**Action:** Clerk to chase this up with Cllr Finch

## **7. REPORTS**

**Police/PCSO:** None. Cllr Southgate reported that a Sergeant and PCSO plan to attend the September Parish Council meeting.

**ECC report:** None

**BDC report:** None

## **8. PLANNING**

Cllr Higgins reported from the Braintree District Council launch event for a Heritage List. A pilot scheme is underway including Braintree, Bocking and the "Courtauld Connection". Cllrs Worley and Scrivens will monitor the Heritage List development and its relevance to the parish.

### *Applications received:*

**15/00224/TPOCON** Notice of intent to carry out to works to trees in a Conservation Area - Fell 1 Beech and a Crab Apple tree and Coppice 1 Sweet Chestnut  
Goston Mount Pottery Lane CO9 3EU    No objections

**15/00974/FUL & 15/00975/LBC** Creation of vehicular access  
The Old Manse 34 Queen Street CO9 3HA

### *Applications determined:*

**15/00691/CLPLB** Application for a Certificate of Lawfulness of Proposed Works to a Listed Building - Erection of single storey lean-to rear extension; relocation of existing rear window and associated internal alterations to ground floor

Eagle House 6 Falcon Square CO9 3BT

**9. FINANCE**Account balances at 24<sup>th</sup> August 2015:

|                             |                    |
|-----------------------------|--------------------|
| Unity Trust Current account | £34,657.88         |
| CHPC Magna Carta 2015       | £3,378.55          |
| Unity Trust Deposit account | £25,170.79         |
| Cambridge & Counties 95 day | £30,050.08         |
| Nationwide Treasurers Trust | £20,024.66         |
|                             | <b>£113,281.96</b> |

The monthly accounts were approved and cheques signed.

Proposed: Cllr Worley

Seconded: Cllr Moffat

The Chairman signed the bank reconciliation and the clerk Alto Card expenses report.

Payments:

| Aug-15 | Payments in Month          | Details               | Amount           |
|--------|----------------------------|-----------------------|------------------|
| 300122 | CH Club                    | Room Hire             | £20.00           |
| 300123 | Mortimers                  | Village Maintenance   | £2,187.60        |
| 300124 | The Morton Partnership     | War Memorial          | £360.00          |
| 300125 | Falcon Accountants         | Payroll May - July    | £36.00           |
| 300126 | OCS Group UK Ltd           | Sanitary Disposal     | £10.15           |
| 300127 | A&J Lighting               | Monthly Charge        | £10.08           |
| 300128 | A&J Lighting               | Repair 2 & 3 New Park | £132.60          |
| B/P    | Salaries                   | Salaries              | £842.40          |
| DD     | Eon                        | Electricity           | £17.52           |
| DD     | Braintree District Council | Rates, Toilets        | £90.00           |
|        |                            | <b>TOTAL in month</b> | <b>£3,706.35</b> |

Receipts:

| Aug-15 | Receipts in Month | Details                 | Amount         |
|--------|-------------------|-------------------------|----------------|
| 22-Aug | Harvey Darke      | Interment Ashes Plot 51 | £320.00        |
|        |                   | <b>TOTAL in month</b>   | <b>£320.00</b> |

**9.1** Cllr Hood volunteered to review progress against budget on a quarterly basis.**9.2** The village contractor has provided a quote of £270 + VAT to cut the cemetery hedge on both sides. It was agreed to go ahead with this work if Cllr Philp is unable to do it.**Action:** Cllr Philp to investigate alternative**Action:** Clerk to contact owner of the field alongside to request access to the hedge for cutting.**10. VILLAGE SIGN AT FORGE GREEN**

Consideration of action to be taken regarding cleaning, painting and maintenance of village sign.

**Action:** The clerk will ask the specialist conservators working on the War Memorial to look at the sign while they are in the village, and ask for their advice. Quotes will be sought for the necessary work.**11. BRAINTREE DISTRICT COUNCIL LAND AT NEW PARK****Resolved:** To continue to explore this as a possible play area site

Proposed: Cllr Hood

Seconded: Cllr Higgins

Agreed unanimously

**12. MEMORIAL AVENUE OF TREES, SHEEPCOT ROAD**

Cllr Worley reported from a meeting at the site with Essex Highways and an arboriculturalist. Around 20 trees will be permitted, probably a mix of hornbeam and small leaf lime. Permission will be needed to access the verge from the farm land for planting.

**Action:** Cllr Worley will revise the tree planting plan and forward details to the clerk.

**Action:** Clerk to report a low hanging overhead BT cable at the site

**13. GUTTER AND ROAD SWEEPING**

It was agreed to consider employing a parish contractor for this purpose in late 2015/early 2016.

**Action:** The clerk will prepare a job description.

**14. PARISH EVENTS DIARY**

The clerk has created a trial events diary on Google Calendar, which is free to use and can be shared with other village organisations to input their events. It can also be embedded into the Parish Council website for the public to view.

**Action:** The clerk will develop this and ask secretaries of groups and clubs to contribute events.

**15. CORRESPONDENCE TO NOTE**

**Essex Playing Fields Association:** Summer edition of the EPFA magazine

**16. REPRESENTATIVES AND WORKING GROUPS REPORTS**

**War Memorial:** The conservation work is almost complete and will be inspected by the Conservation Engineer week beginning 30<sup>th</sup> August. The War Memorial working party reviewed the inscriptions and has requested a darker pigment wash behind to make them stand out more.

**High Speed Broadband:** Discussed at Progress Check item 5.1

**17. AGENDA ITEMS FOR NEXT MEETING**

- Consideration of replacement of Castle Hedingham Club shed
- Consideration of condition of street lights at New Park

**18. DATE OF NEXT MEETINGS:**

**Ordinary Parish Council:**           **Monday 28 September 2015**  
   **Monday 26 October 2015**  
   **Monday 23 November 2015**

**The meeting closed at 9.22pm**

SIGNED (CHAIRMAN)

DATE