



# Parish of Castle Heddingham

Mrs Claire Waters (Parish Clerk)

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## MINUTES OF A MEETING OF CASTLE HEDDINGHAM PARISH COUNCIL, HELD ON MONDAY 12<sup>th</sup> January 2015 AT CASTLE HEDDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Allfrey, Higgins, Moffat, Pewter, Philp, Scrivens, Southgate, Worley  
Cllr H Johnson

**In the Chair:** Cllr Allfrey

**Clerk:** Claire Waters

**Also Present:** None

### 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hart for absence and Cllr Pewter for late arrival. Apologies for absence were received from Cllrs Beavis, Scattergood and Finch, and Cllr Johnson for late arrival.

### 2. MINUTES OF THE PREVIOUS MEETING

The minutes of 17<sup>th</sup> November 2014 were approved as a correct record of events.

Proposed: Cllr Scrivens    Seconded: Cllr Higgins    Signed by Cllr Worley who chaired the meeting

### 3. DECLARATIONS OF INTEREST

None

### 4. PUBLIC FORUM

Cllr Scrivens as Chairman of the Memorial Hall Committee informed Councillors that government funding is being withdrawn from the Rural Community Council of England (RCCE). This charity provides a number of essential services to rural communities, including positive support to volunteers who run village halls. Everyone is urged to sign an online petition objecting to this withdrawal of funding. More information is at <http://www.essexrcc.org.uk/News/Petition.aspx>

### 5. PROGRESS CHECK

**5.1** Consideration of formal response to the proposed diversion of Footpath 11 at Nunnery Street. Following discussions with residents, the Parish Council will not object to this diversion.

- The footings of the Church noticeboard are rotting. A quote for repair has been requested.
- A resident has reported an abandoned car in Nunnery Street. The police will be informed.
- A new dog waste bin will be installed near the Memorial Hall at a cost of £100.00
- Mortimers will be asked to trim the hedge and overgrown ivy near the Memorial Hall.

### 6. HIGHWAYS

**6.1** Consideration of request from a resident of Crouch Green to take action on traffic cones and noticeboard obstructions to parking in St James Street. The clerk will speak to the owners of the premises to ask for their support in keeping parking places clear.

**6.2** Notice has been given that a 50 metre section of Queen Street from the northern side of Church Lane will be closed for 5 days from 20<sup>th</sup> January while electrical installation works are undertaken.

### 7. REPORTS

**Police/PCSO:** Weekly reports are now received by the clerk, but are about the Halstead area and do not have specific information about incidents in Castle Heddingham.

**ECC report:** A written report was received from Cllr Finch.

**BDC report:** Cllr Johnson arrived at agenda item 9 and gave positive support with agenda items 11, 12 & 13.

## 8. PLANNING

**8.1** Information received from BDC on National Planning Policy Framework 2012, together with updates from May 2013 and April. Councillors have been provided with an electronic copy and the clerk retains a paper copy. These documents form the legal framework for planning decisions.

**8.2** Call for sites for BDC Local Plan is now closed, and sites submitted have now been published. No formal response is required at this stage, however the clerk will respond re-stating the Parish Council's position on development within the parish.

### *Applications received:*

**14/00372/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Reduce canopy from 1 Beech by 4 metres, Reduce canopy from a Silver Birch by 2 metres, Re-pollard a Lime back to previous pruning points, Crown reduce Horse Chestnut by 6 metres, Fell Sycamore and Reduce 2 Sycamores by 7 metres Astles 1 Pye Corner CO9 3DE **No objections**

**14/00373/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Remove approx 20ft off the top of the main stem of the tree and reduce 2 large branches, Remove approx 20ft off the top of 2 other trees Bingham's Pottery Lane CO9 3EU **No objections**

Cllr Johnson arrived.

### *Applications determined:*

**14/01445/FUL** Rebuilding like for like side extension as per the approved plans from application 14/00393/FUL 3 Bayley Street CO9 3HG **Application Granted**

**14/01487/LBC** Subdivision of bathroom to form bathroom and ensuite (following the discovery of the original door)The Rising Sun 71 Nunnery St CO9 3DP **Application Granted**

## 9. FINANCE

**9.1** The 2015-2016 budget was approved.

Proposed: Cllr Worley                      Seconded: Cllr Southgate                      Agreed unanimously

**9.2** The precept claim from BDC was approved and signed by the chairman and clerk. This represents a 0% increase in the parish precept.

Proposed: Cllr Worley                      Seconded: Cllr Southgate                      Agreed unanimously

**9.3** Mortimers 2015-2016 prices for village maintenance were approved

Proposed: Cllr Scrivens                      Seconded: Cllr Moffat                      Agreed unanimously

**9.4** Decision on Unity Trust Alto debit card for clerk to comply with new financial regulations.

Proposed: Cllr Higgins                      Seconded: Cllr Southgate                      Agreed unanimously

## 10. CASTLE HEDINGHAM POST OFFICE

Over the Christmas period, Madam Chairman, Councillors Higgins and Southgate and the clerk worked with the Post Office Field Change Agent, Philippa Newey, to support the postmistress in finding alternative premises in the village centre. An agreement has been reached with Mr & Mrs Buckley-Saxon for the Post Office to share The Art Place premises next to Buckley's tea rooms. Thanks are due to all involved in achieving this result and working against very tight deadlines to save the Post Office from closure. Madam Chairman gave particular thanks to the clerk for her hard work. Cllr Southgate proposed a letter of thanks to Philippa Newey and her manager for her enthusiastic support of the village Post Office. If the move goes to plan, the Post Office will close on Tuesday 24<sup>th</sup> February and re-open in the new premises on Thursday 5<sup>th</sup> March.

## 11. CASTLE HEDINGHAM SURGERY DISPENSING STATUS

A decision has not yet been reached by the NHS dispensing practice review of Castle Heddingham surgery. A meeting in November about this review and proposals for a joint medical centre at the

new housing development in Sible Hedingham was attended by Cllr Higgins, Cllr Moffat, all three District Councillors, Sible Hedingham Parish Councillors and clerk, Doctors and Practice Managers from all Sible and Castle Hedingham surgeries. Disappointment was expressed that Mr Ian Stidston, Director of Commissioning for NHS England Essex sent his apologies at the last minute and did not attend. A local stakeholder group will be formed to progress the medical centre proposals and expects to meet some time in February

## **12. ESSEX COUNTY COUNCIL FLOOD RISK ASSESSMENT**

Essex County Council is now the lead Local Flood Authority and has requested information on the top three problem areas within the parish which could cause flooding of residential homes. The clerk will respond listing Nunnery Street, Station Road and the village centre as priority areas.

## **13. BRAINTREE DISTRICT COUNCIL OPEN SPACES ACTION PLAN**

This plan is currently the only link to open space Section 106 money being secured for use in the parish. The clerk will respond to confirm that it does not own any land for recreation, and that any improvement of playing field facilities would be very much welcomed by residents.

## **14. CORRESPONDENCE TO NOTE**

**BDC:** Re-routing of Waste Collections across Braintree District commences 2nd February 2015

**EALC:** 2015 Calendar of events received. The clerk will email this to Councillors. A Data Protection consent form regarding publication of photographs and allowing EALC to link to [www.castlehedingham.org](http://www.castlehedingham.org) will be completed and returned by the clerk.

**RCCE:** 2015 Calendar of events received and an appeal to sign online petition against funding cuts.

**Brooks Newmark MP:** Christmas card received

**Community Agents Essex:** Update on the new service to support older people and their informal carers. More details are available at [www.communityagentsessex.org.uk](http://www.communityagentsessex.org.uk).

## **15. REPRESENTATIVES AND WORKING GROUPS REPORTS**

**War Memorial:** A conservation specialist's report has been received. The conservation engineer and the building contractor are planning a meeting on site to arrange commencement of the work. The weather may delay the start due to high ground water levels.

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

- Dispensing Status of Castle Hedingham surgeries.
- Castle Hedingham Post Office – progress on relocation.
- Magna Carta 2015 update
- Plans to house Bingham Pottery collection at St Nicholas Church

## **17. DATE OF NEXT MEETING:**

**Normal Parish Council**

**Monday 9<sup>th</sup> February 2015**

**Normal Parish Council**

**Monday 9<sup>th</sup> March 2015**

**Normal Parish Council**

**Monday 13<sup>th</sup> April 2015**

**The meeting closed at 10.00pm**

SIGNED (CHAIRMAN)

DATE