



# 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 27<sup>th</sup> JULY 2015 AT CASTLE HEDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Higgins, Moffat, Pewter, Scrivens, Southgate, Toocaram, Worley  
**In the Chair:** Cllr Southgate  
**Clerk:** Claire Waters  
**Also Present:** None

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Hood & Philp. Apologies for absence were also received from District Cllr Johnson.

### 2. MINUTES OF THE PREVIOUS MEETING

The minutes of 22nd June 2015 were approved as a correct record of events.

Proposed: Cllr Worley      Seconded: Cllr Scrivens      Signed by the Chairman

### 3. DECLARATIONS OF INTEREST

Cllr Moffat declared an interest in item 8 as a close neighbour of the property at 3A Crown Street

### 4. PUBLIC FORUM

None

### 5. PROGRESS CHECK

**5.1** The clerk will write to BT requesting action on the removal of the telephone kiosk at Nunnery Street, and request from the Bell an update on the renovation of the kiosk at St James Street.

**5.2** The clerk will write to congratulate the Colne Valley Railway on the extension to their lease, and offer the Parish Council's support in achieving a successful Heritage Lottery Fund bid so they can stay and develop the railway at the existing site.

**5.3** Overhanging trees at the right turn into Bayley Street from Sudbury Hill are not obstructing the view, and will need traffic management to enable them to be cut back.

**Action:** Councillors to look at the situation before the August 24<sup>th</sup> Parish Council meeting.

**5.4** Chris Mortimer has been asked to weed kill the Cemetery path, and cut back low growing branches of two trees. Some sunken ground needs to be levelled with topsoil and re-seeded or turfed, and hedge cutting is needed which will require access to the field to the south side.

**Action:** The Burial Board will meet in August to review ground levelling and hedge cutting.

**5.5** Chris Mortimer reports problems gaining access to cut St Nicholas' Churchyard due to vehicles parked on the hatched lines at the gate in Falcon Square.

**Action:** Churchwardens will put out cones if they are told the day before churchyard cutting is due.

### 6. HIGHWAYS

**6.1** A speed survey has been carried out at Station Road, and recorded average speeds of under 40mph over 7 days. The request to reduce the speed limit of the length of Station Road from 40mph to 30mph has been refused.

**6.2** Essex County Council and Braintree District Council now say they don't know who cuts the special verge at Delvyn's Lane and Edey's Lane, but it's not them.

**Action:** Cllr Toocaram may know someone who can undertake this verge cutting, and will ask them. Agenda item for August meeting

**Action:** Clerk will print a copy of the BDC Protected Verges report for Cllr Worley.

**6.3** A response has been received from Essex Highways to the request for drain cleaning down Sudbury Hill into the village. They request each drain is reported individually, with photographs if possible, on the website <https://secureweb1.essexcc.gov.uk/Highways/Report-a-highway-problem.aspx> . Jetting of drains is scheduled for Castle Hedingham later in the year, but no specific date given. Parish Sweeping of gutters by Braintree District Council is scheduled for 7<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> August. Agenda item for August, to consider employing a contractor to sweep roads.

**6.4** Traffic problems at Nunnery Street Bridge have been reported. This only is a problem if drivers fail to slow down and check for oncoming traffic at the Give Way sign leaving the village.

## 7. REPORTS

**Police/PCSO:** Cllr Higgins reported on a meeting in Great Yeldham with the Police & Crime Commissioner, about the changes being introduced in policing to improve service levels and reduce crime with fewer resources. They are keen to introduce “partnership hubs” so that volunteers can work alongside the police to share information. There are plans for a Sergeant to attend Parish Council meetings at least once a year.

**ECC report:** None

**BDC report:** Cllr Beavis thanked the Parish Council for reorganising meeting schedules to make it easier for her to attend. She reported on:

**7.1** The BDC Local Plan, which is now in the process of assessing sites for development. Cllr Beavis is stressing that this should be about communities and infrastructure, not just looking at people and houses.

**7.2** Cllr Beavis has the Health portfolio, and is working on the new corporate strategy which will cover the next 4 years. The Aviva Women’s Cycling Tour was a great event for the district.

**7.3** Plans for a joint Hedinghams Medical Centre are still progressing, but slowly. New MP James Cleverly is adding his voice to the call for the NHS to take action.

**Action:** Cllrs Higgins and Moffat will continue to represent the Parish Council on the stakeholders group, the next meeting date will be forwarded to the clerk. Cllr Beavis will forward the NHS Essex contact’s email address to the clerk. This item will be included in the progress check at monthly Parish Council meetings.

Cllr Scrivens proposed a vote of thanks to Cllr Beavis for her contribution to the launch of the Magna Carta exhibition, and to Braintree Museum for their excellent work.

## 8. PLANNING

*Applications received:*

**15/00204/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Carry out various works to trees 3A Crown Street CO9 3DB **No objections**

**15/00203/TPOCON** Notice of intent to carry out works to tree in a Conservation Area - Reduce Oak tree by 1-1.5 metres 21 Queen Street CO9 3HA **No objections**

**15/00838/LBC** Remove defective render from west elevation, minor repairs to wood work/windows and doors, like for like and repaint to match original colours  
4 Queen Street CO9 3EX **No objections**

**15/00817/FUL** Application for variation of condition number 2 (approved plans), of planning permission - 13/00577/FUL and 13/00578/LBC - Change side door from full glazed and side light to half glazed door and side lights and new door opening to breakfast room and kitchen  
The Rising Sun 71 Nunnery Street CO9 3DP **No objections**

**15/00897/FUL & 15/00908/LBC** Remove existing extractor fan and housing from kitchen flat roof and replace with new extractor fan and housing and install louvre filter to side window.  
The Old Moot House Restaurant 1 St James Street CO9 3EJ **No objections**

*Applications determined:*

**15/00598/FUL & 15/00599/LBC** Erection of single storey rear extension  
8 Churchponds CO9 3BZ

**Application Withdrawn**

**15/00141/TPOCON** Notice of intent to carry out works to tree in a Conservation Area - Cut down 1 Juniper tree Garden Barn Pye Corner CO9 3DE

**Application GRANTED**

## 9. FINANCE

Account balances at 27<sup>th</sup> July 2015:

Unity Trust Current account	£36,371.28
CHPC Magna Carta 2015	£4,921.54
Unity Trust Deposit account	£25,170.79
Cambridge & Counties 95 day	£30,050.08
Nationwide Treasurers Trust	£20,024.66
	<b>£116,538.35</b>

The monthly accounts were approved and cheques signed.

Proposed: Cllr Worley

Seconded: Cllr Toocaram

Payments:

Jul-15	Payments in Month	Details	Amount
300117	C H Club	Room Hire	£20.00
300118	A&J Lighting	Monthly Charge	£10.08
300119	Braintree District Council	Election Administration	£59.00
300120	Mortimers	Village Maintenance	£644.40
300121	Memorial Hall	Magna Carta Table Hire	£30.00
DD	Eon	Electricity	£16.96
DD	Braintree District Council	Rates, Toilets	£90.00
DD	Anglian Water	Water Cemetery	£45.79
DD	Anglian Water	Water Toilets	£82.54

Receipts:

Jul-15	Receipts in Month	Details	Amount
	None		£0.00

**9.1** The clerk reported that a new telephone contract has been agreed which will mean a reduction in monthly mobile phone charges. The Chairman signed the bank reconciliation and the clerk Alto Card expenses report.

**9.2** The treasurer of the Magna Carta committee will contact the clerk to liaise over VAT return and Magna Carta 2015 final accounts.

## 10. DE VERE PRIMARY SCHOOL

Consideration of response to consultation regarding possible extension of De Vere Primary. Copies of letters have been received expressing concerns of residents of Kirby Hall Road about possible worsening of an already difficult and dangerous situation at pick up and drop off times. Cllr Beavis will arrange a visit with County Councillor David Finch to see how they can support the school in this process.

**Action:** The clerk will respond to the consultation recognising the school's need to provide adequate facilities, but expressing concerns about the limited size of the site and the lack of a traffic management plan, and a request for more information on plans when it is available. It will be noted that there is already insufficient parking even for school employees. This item will be included in the progress check at monthly Parish Council meetings.

### **11. 90<sup>th</sup> BIRTHDAY OF QUEEN ELIZABETH II**

Cllr Scrivens proposed a possible village celebration for Queen Elizabeth's 90<sup>th</sup> birthday celebrations in June 2016. Cllr Higgins noted that in September 2015, the Queen will overtake Queen Victoria as the longest reigning English monarch.

**Action:** Clerk to contact Hedingham Castle, village pubs, club etc. to discuss a possible joint celebration to mark the event. This item will be included in the progress check at monthly Parish Council meetings.

### **12. TEXTILES RECYCLING BANK**

Consideration of request to site a recycling bank in the Parish for unwanted clothing, shoes and textiles in aid of Essex Air Ambulance

**Action:** To regretfully decline the proposal on the grounds of insufficient space

### **13. CORRESPONDENCE TO NOTE**

**Community Agents Essex:** A directory is being created for the community agents with days and times of regular groups, meetings, events etc. This is so that the agents will have a comprehensive overview of each Parish to enable them to refer or signpost service users to the most appropriate service for them to go. Please let the clerk know of any particular events, coffee mornings, groups or meetings which you feel would be relevant, so they can be added to the Community Agents' directory.

**Action:** The clerk has responded with the required information, any other contributions of ideas from residents will be passed on to the Community Agents.

**BDC:** Copies of a "Broadband Business Guide" developed in conjunction with Superfast Essex have been sent to the clerk.

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

**War Memorial:** The supporting pillars and base are complete, and the shaft is looking much cleaner. Approval for the lead cross work is expected shortly, and once this is replaced the scaffolding will be removed and the stonework cleaning and repointing completed, hopefully by the end of August.

**High Speed Broadband:** It was noted that Great Maplestead have their County Broadband service installed. A contact made by Cllr Toocaram and the clerk at a recent EALC event may be able to chase up progress for Castle Hedingham.

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

- Memorial Avenue of trees, Sheepcot Road
- Consideration of parish contractor to sweep gutters
- Consideration of status of Braintree District Council land at New Park
- Consideration of village diary to co-ordinate events of clubs and organisations

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

**Ordinary Parish Council:**  
**Monday 24 August 2015**  
**Monday 28 September 2015**  
**Monday 26 October 2015**  
**Monday 23 November 2015**

**The meeting closed at 9.33pm**

SIGNED (CHAIRMAN)

DATE