



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 24th JULY 2017 AT CASTLE HEDDINGHAM CLUB AT 7.45PM

Present: Cllrs Higgins, Hood, Moffat, Pewter, Philp, Southgate, Scrivens, Toocaram
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: 2 members of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Worley. Apologies for absence were also received from District Cllrs Beavis & Johnson, and County Cllr Finch.

2. MINUTES OF THE PREVIOUS MEETING

Following correction of two typing errors, the minutes of 26th June 2017 were approved as a correct record of events and signed by the Chairman.

Proposed: Cllr Hood **Seconded:** Cllr Scrivens Agreed unanimously

3. DECLARATIONS OF INTEREST

Cllr Hood declared an interest in item 9.1 as the Parish Council representative on the Castle Heddingham Club Committee

4. PUBLIC FORUM

None

5. PROGRESS CHECK

5.1. The Old Vicarage: Legal representatives from Braintree District Council and the tenant are in correspondence concerning the need for change of use at the property for letting it to large parties. Residents' correspondence with the Corporate Director of BDC has been copied to the Parish Council. Cllr Pewter reported a possible restrictive covenant on the property allowing residential use only.

5.2. Telephone box at St James Street. Painting of the telephone box and installation of replacement glass is planned by the Bell committee after this year's beer festival in July.

Action: Clerk to contact the Bell committee to ask when the work will start.

5.3. Thanks were recorded to a resident who had donated box files and plastic wallets to the Parish Clerk, all in good condition and are gratefully received.

6. HIGHWAYS

6.1 Decision on purchase of thermoplastic line marker kit for replacing road markings. Advice had been sought from County Cllr Finch and Essex Highways about the use of this equipment for replacing worn or damaged line markings, rather than waiting for it to be done by Highways contractors. Since no firm response has been received this item is deferred to a later meeting.

6.2 Yellow lines have now been fully replaced at the junction of Kirby Hall Road and Nunnery Street. However potholes along the length of Kirby Hall Road are increasingly dangerous and repairs are awaiting approval from the Highways Panel as this is now a capital scheme.

Action: Clerk to inform Highways of the dangerous state of the road and ask for an urgent decision.

6.3 Parking on the verge at Crouch Green along the A1017 is still causing damage and obstructing the view of traffic turning out of Nunnery Street.

Action: Clerk to inform BDC Street Scene Officer and ask for assistance.

7. REPORTS

7.1 Police/Neighbourhood Watch: Essex Community Messaging reports bogus callers in the Braintree area purporting to be from energy companies and demanding money at the door for installation of equipment. Several incidents have caused concern around the village, including suspicious behaviour at Rushley Green and at Castle Close and Castle Lane, as well as the attempted theft of a mobile phone from a young man leaving his shift at Hedingham Castle at 1am. Essex Police ask that residents contact them with any concerns immediately on 101 (or 999 in an emergency) so that incidents can be investigated at the time and a log of events can be monitored.

7.2 ECC Report: None

7.3 BDC Report: None

8. PLANNING

Applications received:

None

Applications determined:

None

9. FINANCE

Cllr Hood did not take part in the vote, however at the suggestion of Cllr Scrivens it was agreed that he should stay in order to be able to answer questions.

9.1 Grant funding application for repairs to the Club shed. Cllr Hood explained that the Club needs all the storage space in the shed, and the most cost-effective option is for volunteers to carry out repairs and make the asbestos roof safe with suitable paint. Cllr Hood will supply invoices for materials.

RESOLVED: To grant the application for funding of up to £700.00 for materials.

Proposed: Cllr Southgate

Seconded: Cllr Scrivens

Agreed unanimously

The monthly accounts were approved and payments agreed for authorisation.

Proposed: Cllr Toocaram

Seconded: Cllr Hood

Agreed unanimously

Jul-17	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£21.54
DD	British Gas	Electricity Toilets	£9.64
DD	BCE Holdings Ltd	Peoples Pension	£15.78
B/P	BDC	Rates Pump House Aug	£5.00
B/P	BDC	Insurance Pump House	£19.65
B/P	Staff	Salaries	£1,427.28
B/P	E C Waters	Use of Home as Office July	£40.00
B/P	A&J Lighting	Monthly Charge	£10.08
B/P	E C Waters	Expenses	£32.34
B/P	HMRC	Tax/NI	£63.57
B/P	C H Club	Meeting Room Hire	£20.00
B/P	M D Landscapes	Grass Cutting	£1,346.40
B/P	Falcon Accountants	Payroll Apr/May/Jun	£43.20
B/P	Garry Southgate	Barrier Tape	£6.99
TOTAL in month			£3,061.47

Jul-17	Receipts in Month	Details	Amount
03-Jul	Watson D	Purchase & Interment Ashes 60	£340.00
12-Jul	East of Eng Co-op	Purchase & Interment Grave 286	£340.00
12-Jul	BDC	Councillor's Community Grant	£616.20
17-Jul	Bradford Memorials	Memorial Ashes 43	£120.00
19-Jul	D Donoghue	Purchase EROB Grave 290	£1,320.00
TOTAL in month			£2,736.20

Accounts balances at 24 July 2017

Unity Trust Current account	£19,388.11
Unity Trust Deposit account	£25,230.71
Cambridge & Counties 95 day	£56,081.89
Nationwide Treasurers Trust	£20,107.35
	£120,808.06

10. VILLAGE SHOP

A meeting was held with the owner of the village shop, attended by District Cllr Beavis, Cllr Southgate and the clerk. Cllr Beavis shared her experience of starting a Community Shop at Gosfield, who now have 45 regular volunteers and 2 part-time paid staff who manage the monthly volunteer rotas and the orders. A Community Interest Company was established at Gosfield and all profit is re-invested into village projects.

Action: Clerk and Councillors to read information on setting up a Community Interest Company on

<https://www.gov.uk/set-up-a-social-enterprise> - explanation of what a CIC is

<https://www.gov.uk/government/publications/community-interest-companies-how-to-form-a-cic> - several publications giving detailed guidance

11. BDC LOCAL PLAN

Decision on Parish Council response to the Local Plan consultation, beginning 16th June and ending at 5pm on July 28th 2017. This consultation is specifically about whether the draft Local Plan is considered to be a) legally compliant; b) sound and c) complies with the Duty to Co-operate. Cllr Worley and the clerk had prepared a draft response highlighting the removal of informal recreation space in the parish during the Local Plan process, leaving us with no informal recreation.

RESOLVED: The draft response was approved and will be sent to BDC.

Proposed: Cllr Pewter

Seconded: Cllr Higgins

Agreed unanimously

12. CASTLE HEDINGHAM RECREATION FIELD

Correspondence had been received by the clerk from Cllr Butland, stating that he had spoken to the relevant departments at BDC and asked them for a response by the end of July suggesting how they can support our request for informal recreation space on the BDC owned land.

Action: Clerk to follow this up if no response is received by the end of the first week in August.

13. CORRESPONDENCE TO NOTE

ECC: Essex County Council received the Inspector's report on the examination of the Essex and Southend-on-Sea Replacement Waste Local Plan on 19 June 2017. All documents can be viewed at www.essex.gov.uk/WLP and at Essex County Council offices and libraries.

Mid Essex CCG: MOMA awards nominations are invited to celebrate the stars of our community who help people to Live Well. Nominations could be for a member of staff at your local GP practice that always helps you or it could be someone who helps look in on neighbours or volunteers at a local group. The criteria for each award can be found, along with online nomination, via the CCG website <http://midessexccg.nhs.uk/get-involved/moma> or by contacting

the CCG on 01245 459372 to request a nomination form. The deadline for nominations is 5pm on Friday 8 September 2017.

Stansted Airport: Stansted is expanding and aims to have 35 million passengers by the early 2020's. An information pack was sent to the clerk.

Action: Information pack to be circulated to all Councillors before the next meeting

Merchant Navy Association: Merchant Navy Day is on September 3rd, request to fly their flag.

Action: Since we do not possess a Merchant Navy flag, the Scouts will be asked to raise the Union flag at St Nicholas Church on September 3rd in commemoration of Merchant Navy service.

Resident of Sudbury Road: Concern was expressed about the shooting and wounding of pigeons over a long period on an afternoon in July. While the Parish Council is sympathetic to the concerns, this was permissible activity and it is not always possible to kill birds cleanly.

Action: The clerk will respond to the correspondence.

14. REPRESENTATIVES AND WORKING GROUPS REPORTS

High Speed Broadband: Cllr Toocaram reported upgrading of telephone lines at Rushley Green which has improved the service for telephone and broadband. The County Broadband application for wireless broadband to be transmitted from St Nicholas Church is still awaiting approval. Some residents of Sudbury Road are receiving a County Broadband wireless service from Great Maplestead, but this is restricted to those properties who are in the sight line of the Great Maplestead church tower. Cllr Moffat will follow up the faculty for the County Broadband transmitter at the next meeting of St Nicholas PCC.

Magna Carta artefacts: Cllr Moffat agreed to follow up with St Nicholas PCC the request to give the Magna Carta artefacts, including the embroidery, a permanent home in the church once they are returned from the current exhibition in Saffron Walden museum.

15. AGENDA ITEMS FOR NEXT MEETING

Action: Councillors were asked to inform the clerk of any agenda items for the July meeting.

DATE OF NEXT MEETINGS:

Ordinary Parish Council	Monday 21 st August 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 25 th September 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 23 rd October 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 27 th November 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 22 nd January 2017 at 7.45pm	Castle Hedingham Club

The meeting closed at 8.40 pm

SIGNED (CHAIRMAN)

DATE