



# 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> MARCH 2017 AT CASTLE HEDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Moffat, Higgins, Hood, Scrivens, Southgate, Toocaram, Worley  
**In the Chair:** Cllr Southgate  
**Clerk:** Claire Waters  
**Also Present:** Mr Mark Carlo, BDC

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Pewter and Cllr Philp due to work commitments. Apologies for absence were also received from District Cllrs Beavis & Johnson due to a BDC full council meeting.

### 2. MINUTES OF THE PREVIOUS MEETING

The minutes of 27th February 2017 were approved as a correct record of events.

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

### 3. DECLARATIONS OF INTEREST

None

### 4. BDC STREET SCENE PROTECTION

Mr Mark Carlo attended from Braintree District Council and advised the Parish Council that there are no longer dedicated dog wardens for the district. His new role is Street Scene Protection Officer, working alongside the waste and refuse team. He described the scope of the new Anti-Social Behaviour Crime and Policing Act 2014 which enables the District Council to make any behaviour illegal if it is deemed "unreasonable". This is a wide ranging power and any legislation brought in by the District Council under this Act would apply to the whole of Braintree District and would supersede existing legislation such as the Dogs Fouling of Land Act 1996. For example a Public Space Protection Order could be passed on enclosed playgrounds and cemeteries.

The Street Scene Protection role also covers nuisance vehicles, vehicles causing damage to verges, graffiti and fly tipping and a range of other anti-social behaviour. Any individual can report "unreasonable" behaviour, and if officers decide that it is unreasonable in their view they will send a letter to the offender, followed by a Protection Warning asking them to stop the behaviour. If the behaviour persists, they will be issued with a Community Protection Notice, following which they can be either issued with a fixed penalty or prosecuted for being in breach of the notice.

To report anti-social behaviour of any kind, evidence needs to be produced such as a photo with number plate of a nuisance vehicle. Officers can still attend to monitor dog fouling but need to be advised of a specific time when offences are likely to occur in a particular location. Prosecutions for littering and fly tipping are made on the basis of evidence such as receipts or other personal details found in the rubbish, and Braintree Refuse Officers collect this evidence routinely when clearing litter in the district.

### 5. PUBLIC FORUM

None

## 6. PROGRESS CHECK

- 6.1.** The talking bench is now in its permanent home in St Nicholas Churchyard. A short unveiling ceremony will take place on Wednesday 5<sup>th</sup> April at 10.30am with the contributors of the village history recordings and representatives from the Heritage Society and Essex Records Office. Everyone is welcome to attend.
- 6.2.** A new litter bin will be requested from BDC, to be fixed next to the dog waste bin by the Memorial Hall
- 6.3.** A second village litter pick will be planned for a Sunday morning in May or June

## 7. HIGHWAYS

- 7.1** A speed survey carried out in February at Nunnery Street near the Rising Sun recorded average daily speeds of 30.5mph. This does not meet Highways criteria for traffic calming measures.
- 7.2** Cllr Southgate met a Customer Services officer from Highways in the village to review various lining issues, including reinstatement of white lines and road markings in Church Lane and St James Street, and repainting of yellow lines at Kirby Hall Road/Nunnery Street, Luces Lane/Majendie Lane. North Essex Parking Partnership (NEPP) are responsible for yellow lines and these have been added to their schedule of works, although this does not begin until April.
- 7.3** Notification of closure of Nunnery St for 4 days from 18th April for gas installation works. This road has only just been re-surfaced, and the work is not being displayed on [www.roadworks.org](http://www.roadworks.org).
- Action:** Clerk to clarify with Essex Highways what work is planned, if any.
- 7.4** The village grass cutting contractor, M D Landscapes, has quoted £795 + VAT for installing mesh matting reinforce the grass verge at St James Street– this reflects the high cost of the material they use
- Action:** Clerk to obtain two more quotes for grass matting for consideration at April meeting.

## 8. REPORTS

- 7.1 Police:** Essex Community Messaging is now actively reporting events in Braintree District.  
**Neighbourhood Watch:** A volunteer is still needed to act as NW Co-ordinator for the village.
- 7.2 ECC Report:** None
- 7.3 BDC Report:** None

## 9. PLANNING

*Applications received:*

None

*Applications determined:*

**17/00001/SCO** Town & Country Planning Act 1990 (as amended), Town & Country Planning (Environmental Impact Assessment) Regulations 2011 - Scoping Opinion Request - Upgrade of existing poultry unit from 40,000 to 110,000 birds  
Little Lodge Farm Sudbury Road CO9 3AG *Scoping Opinion Adopted*

## 10. FINANCE

The monthly accounts were approved and payments agreed for authorisation. Small Business Rate Relief was granted on the public toilets in February, so the Parish Council is now being charged rates on the Pump House as Small Business Rate Relief can only apply to one property. This still represents a saving of over £1000 a year.

**Proposed:** Cllr Hood

**Seconded:** Cllr Toocaram

Agreed unanimously

Mar-17	Payments in Month	Details	Amount
B/P	OCS Group UK Ltd	Sanitary Disposal Toilets	£10.15
DD	BDC	Rates Toilets	£0.00
DD	Eon	Electricity New Park	£18.38
DD	British Gas	Electricity Toilets	£19.36
DD	BCE Holdings Ltd	Peoples Pension	£15.62
B/P	Staff	Salaries	£1,341.75
B/P	A&J Lighting	Monthly Charge	£10.08
B/P	E C Waters	Expenses	£17.00
B/P	HMRC	Tax/NI	£100.82
B/P	C H Club	Meeting Room Hire	£20.00
B/P	Wicksteed Playgrounds	Playing Field repairs	£1,178.88
B/P	BDC	Rates Pump House	£7.50
B/P	BDC	Rent Pump House	£30.00
B/P	M D Landscapes	Grass Cutting	£1,202.40
B/P	Mr R Worley	Magna Carta Expenses	£157.50
300348	Hedingham Castle	Recreation Field Lease	£37.50
<b>TOTAL in month</b>			<b>£4,166.94</b>

Mar-17	Receipts in Month	Details	Amount
10-Mar	Daniel Robinson	Transfer of EROB Ashes plot 41	£270.00
11-Mar	Daniel Robinson	Inscription Ashes Plot 41	£210.00
23-Mar	Uttlesford D C	Magna Carta exhibition	£157.50
27-Mar	W A Deacon	Interment Ashes Plot 25	£120.00
<b>TOTAL in month</b>			<b>£757.50</b>

#### Accounts balances at 27 March 2017

Unity Trust Current account	£36,993.01
CHPC Magna Carta 2015	CLOSED
Unity Trust Deposit account	£25,224.46
Cambridge & Counties 95 day	£31,081.89
Nationwide Treasurers Trust	£20,064.73
	<b>£113,364.09</b>

The clerk reported £520.96 interest on the Cambridge & Counties account savings in the year from April 2016.

**Action:** Agenda item for April meeting to decide whether to move other reserves to this account.

#### 11. MEMORIAL AVENUE OF TREES

Various options were considered for a memorial near the Cemetery to commemorate the men of the village who fell in both World Wars. A stone or slate memorial with the names of the fallen may cost in excess of £2,000, and could be in danger of damage from traffic.

**Action:** Cllr Worley will investigate a noticeboard similar to the Magna Carta board on Forge Green

**Action:** The clerk will obtain a ballpark quote for a stone/slate memorial with a shorter inscription.

## 12. CASTLE HEDINGHAM RECREATION FIELD and OPEN SPACES ACTION PLAN

**12.1** Decision on further action to be taken following BDC decision to remove the “informal recreation” designation of their land at New Park at the Local Plan Sub-Committee Meeting on 9th March 2017. A follow up meeting of Cllrs Southgate, Hood, Higgins and Worley with Cllrs Beavis and Johnson is planned for early April.

A response from BDC to Cllr Southgate’s Freedom of Information Request has now been received.

**12.2** Decision on necessary updates for 2017 to the Open Spaces Action Plan

An updated entry for the Open Spaces Action Plan had been agreed by Councillors by email in time for the 23<sup>rd</sup> March submission deadline. The decision was ratified.

**Proposed:** Cllr Worley

**Seconded:** Cllr Hood

Agreed unanimously

## 13. BDC TOWN AND PARISH GOVERNANCE REVIEW - INITIAL SURVEY

**Resolved:** To respond confirming that no changes are requested in the parish

**Proposed:** Cllr Scrivens

**Seconded:** Cllr Worley

Agreed unanimously

## 14. CORRESPONDENCE TO NOTE

**BDC Economic Development:** Monthly business bulletins have been introduced. These will include information on events around the district, current projects and training activities that might be of interest to local businesses.

**Police and Crime Commissioner:** Public consultation launched on potential change in the way Essex Police and Essex County Fire & Rescue Service is governed, through a 12 week consultation that starts Thursday 16th February and ends on Wednesday 10th May. To give your views, please visit [www.essex.pcc.police.uk/LocalCaseForChange](http://www.essex.pcc.police.uk/LocalCaseForChange) or contact the Office of Police Crime Commissioner by emailing [consultation@essex.pnn.police.uk](mailto:consultation@essex.pnn.police.uk).

**NALC:** A letter concerning increases in Parish Precepts has been circulated to all Councillors

**EALC:** Latest Training Bulletin has been forwarded to all Councillors

**ALLOTMENTS:** Some privately owned allotments are available for rent to parishioners behind the Rising Sun in Nunnery Street. It is inappropriate for the Parish Council to be publicising private business but the owner will be told they can put a poster in the village noticeboard.

**Castle Heddingham Parochial Charities:** The terms of office of Mrs Brenda Beadle and Mr Dave Rulten as nominative trustees come to an end in June 2017. Both are willing to serve another 4 year term. Mr Chairman proposed that they be re-nominated by the Parish Council.

**Proposed:** Cllr Southgate

**Seconded:** Cllr Worley

Agreed unanimously

**Castle Heddingham Club:** A resident requested improved signs to the Club for the benefit of new residents to the village.

**Action:** Cllr Worley will find additional copies of the village map on the noticeboard

## 15. REPRESENTATIVES AND WORKING GROUPS REPORTS

**15.1 High Speed Broadband update** – Cllr Southgate reported that cabinet 2 at Pye Corner is still not connected. Cllr Toocaram confirmed no progress to report on the County Broadband application.

## 16. AGENDA ITEMS FOR NEXT MEETING

### DATE OF NEXT MEETINGS

**Ordinary Parish Council** Monday 24 April 2017 at 7.45pm

Castle Heddingham Club

**ANNUAL PARISH MEETING** TUESDAY 9<sup>TH</sup> MAY 2017

MEMORIAL HALL

**Annual Parish Council** Monday 22<sup>nd</sup> May 2017 at 7.45pm

Castle Heddingham Club

**The meeting closed at 9.35 pm**

SIGNED (CHAIRMAN)

DATE