

6.3 A resident had reported to the clerk overhanging hedge and tree branches at Sheepcot Road opposite the bowls club, restricting the width of the road.

Action: Following inspection by Cllr Southgate this has been reported to Essex Highways to ask for dead trees to be removed.

7. REPORTS

7.1 Police/Neighbourhood Watch: None

7.2 ECC Report: None

7.3 BDC Report: None. District Cllr H Johnson apologised for absence due to a meeting at BDC.

8. PLANNING

Applications received:

19/00486/FUL Change of use of barn and 2 no holiday lets to form 1 no (C3) dwelling, including extension, alterations and improvement of existing vehicular access.

Rosemary Farm Rushley Green CO9 3AJ

To be determined. Deadline 15th April

19/00369/HH Removal of single storey front & rear extensions. Erection of new, single storey, front & rear extensions. Conversion of roof space to create two bedrooms. Insertion of three dormer windows into west facing roof slope

3 Castle Close CO9 3DH

No objections

19/00069/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Reduce and shape 2 Silver Birch tree to previous pruning points (A and B on plan), shape small Flowering Cherry by 3-4 ft

The Silvers Pottery Lane CO9 3EU

No objections

Applications determined:

18/02241/DAC. Application for approval of details reserved by condition 3 of 18/00311/FUL

40A Queen Street CO9 3HA

Application GRANTED

9. FINANCE

The clerk informed the Council of a letter of thanks from the Hedingham Branch of the British Legion for their donation of a Remembrance Wreath and for supporting the commemoration lunch which raised around £800. The clerk also informed the Council of a clerk expenses claim of £57.69 made in error at the February meeting, which has been corrected by cancelling the Home as Office payment and a proportion of the expenses claim for March 2019.

9.1 The monthly accounts were approved and payments agreed for authorisation.

Proposed: Cllr Toocaram

Seconded: Cllr Worley

Agreed unanimously

Mar-19	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£28.20
DD	British Gas	Electricity Toilets	£17.78
DD	B&CE Holdings	Peoples Pension	£40.67
B/P	Staff	Salaries	£1,392.32
B/P	CH Club	Meetings January & February	£40.00
B/P	E C Waters	Home as Office March	£0.00
B/P	E C Waters	Clerk Expenses	£21.45
B/P	MD Landscapes	Grass Cutting March	£722.40
B/P	A&J Lighting	Monthly Charge February	£11.40
B/P	HMRC	Tax/NI	£99.13
B/P	Braintree District Council	Rates, Pump House April	£9.77
B/P	Braintree District Council	Rent, Pump House	£30.00

B/P	A Oakenfull Groundworks	Concrete removal New Park	£480.00
B/P	Play England	2 x Design for Play publication	£30.00
TOTAL in month			£2,923.12

Mar-19	Receipts in Month	Details	Amount
05-Mar	Claire Waters	Parish Meal donation	£25.00
11-Mar	Harvey Darke	Inscription Grave 162	£70.00
18-Mar	Harvey Darke	Memorial Grave 612	£120.00
26-Mar	Harvey Darke	Inscription Grave 133	£70.00
TOTAL in month			£285.00

Accounts balances at 31 March 2018

Unity Trust Current account	£15,410.78
Unity Trust Deposit account	£25,255.64
Cambridge & Counties 95 day	£56,585.93
Nationwide Treasurers Trust	£20,127.46
	£117,379.81

9.2 Pay Review: Clerk, Village Maintenance and Public Toilets Operative positions

The clerk had prepared a report for Councillors and left the meeting. Due to the introduction of the National Living Wage the National Joint Council for Local Government Services (NJC) has introduced a new pay spine from April 1st 2019. The decisions made were in line with NJC recommendations.

RESOLVED:

PAY AWARD DECISION APRIL 2019					Estimated Annual
				Increase	Cost:
Clerk	New SCP 24 (was SCP 30)	per hour	£14.50	2%	£11,310.00
	Use of home as office:	per month	£60.00	£20/mth	£720.00
Public Toilet Maintenance		per month	£156.06	2%	£1,872.72
Village Maintenance		per hour	£9.36	2%	£4,869.07

Proposed: Cllr Hood

Seconded: Cllr Toocaram

Agreed unanimously

10. PARISH FOOTPATH MAPS

Parish footpaths maps are almost all used up and some footpaths have been re-routed, meaning a re-print is required. The clerk supplied costs of the original printing in 2009/10 and 2011/12, together with details of grants given by the Heritage Society and Essex County Council. Contacting Footpaths England and creating an online footpaths map were suggested.

Action: Cllr Worley will investigate costs and proofs held by the original printers.

Action: The clerk will supply up to date footpath maps and contact Shirley Anglin at ECC Public Rights of Way.

11. MEMORIAL HALL MANAGEMENT COMMITTEE

Next steps required to re-assign the lease as the structure of the Memorial Hall Committee changes to a Charitable Incorporated Organisation (CIO) structure: The clerk had obtained from Atwells Solicitors an estimated quote of £500 + VAT for legal services for completion of the lease re-assignment.

RESOLVED: The Parish Council will pay the necessary legal fee for the lease to be re-assigned

Proposed: Cllr Hood

Seconded: Cllr Worley

Agreed unanimously

Notification of AGM of Castle Hedingham Village Hall Trustees at the Memorial Hall on Friday 5th April 2019 commencing at 7.30 pm

Action: Cllr Veater and Cllr Southgate will attend.

12. VILLAGE LITTER PICK

Cllr Worley and the clerk had been in contact with De Vere Primary School to try to co-ordinate a date which fits with the Great British Spring Clean 2019 from March 22nd to April 23rd.. A Scout master had also contacted Village Maintenance to express an interest in the Scouts being involved on an annual basis as they work towards their Community Badge.

RESOLVED: Due to school Easter Holidays and the Parish Council elections in May, it was decided to fix a date for a Village Litter Pick in June.

Proposed: Cllr Southgate **Seconded:** Cllr Worley Agreed unanimously

Action: The clerk will inform De Vere Primary School head teacher and Village Maintenance staff.

13. CASTLE HEDINGHAM PLAYING FIELD

Cllr Hood presented a report from a meeting of the Playing Field group on Monday 18th March.

13.1 To approve a scope for a potential project manager role

RESOLVED: To arrange a meeting with the former Head of Country Parks at Essex County Council who lives locally, is highly experienced and available to take on such a role

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

13.2 To decide on terms of reference for a Playing Field Committee with devolved powers

Action: Item deferred until the April meeting when more detail of the project and public consultation plans will be available for consideration.

14. CORRESPONDENCE TO NOTE

ECC Essex Libraries Consultation Team: Invitation to Parish and Town Councils affected by tier 3 and tier 4 libraries to submit an Expression of Interest to run community-based library services before 18 June 2019. More information at <https://libraries.essex.gov.uk/libraries-consultation/community-library-services/>

Action: Clerk to examine the Expression of Interest requirements in more detail and liaise with Sible Hedingham Parish Council.

15. REPRESENTATIVES AND WORKING GROUPS REPORTS

None

16. AGENDA ITEMS FOR NEXT MEETING

- Environmental Policy

DATE OF NEXT MEETINGS:

Ordinary Parish Council	Monday 15 April 2019, 7.30pm	Castle Hedingham Club
ELECTION DAY	Thursday 2nd May 2019	Memorial Hall
Annual Parish Council	Monday, 20 May 2019, 7.30pm	Castle Hedingham Club
Annual Parish Assembly	Wednesday 22nd May 2019	Memorial Hall

The meeting closed at 9.40pm

SIGNED (CHAIRMAN)

DATE