



# Parish of Castle Heddingham

Mrs Claire Waters (Parish Clerk)  
25 Bayley Street, Castle Heddingham, Essex CO9 3DG  
07845 056597      castleheddinghamparishclerk@gmail.com

## MINUTES OF A MEETING OF CASTLE HEDDINGHAM PARISH COUNCIL, HELD ON MONDAY 23<sup>rd</sup> MAY 2016 AT CASTLE HEDDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Higgins, Hood, Moffat, Pewter, Philp, Scrivens, Southgate, Worley  
**In the Chair:** Cllr Southgate  
**Clerk:** Claire Waters  
**Also Present:** 2 representatives of Colne Valley Railway

### 1. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Cllr Southgate was elected as Chairman

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

Cllr Worley was elected as Vice-Chairman

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

Cllrs Southgate and Worley signed Declarations of Acceptance of Office, witnessed by the clerk.

No updates were required to Councillors' Declarations of Interests.

Committees, representatives and working groups were reviewed. Committees and representatives remain unchanged. The Magna Carta 2015 group and the War Memorial working party are disbanded as these projects are now completed.

### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Toocaram.

### 3. MINUTES OF THE PREVIOUS MEETING

The minutes of 25<sup>th</sup> April 2016 were approved as a correct record of events.

**Proposed:** Cllr Worley                      **Seconded:** Cllr Higgins                      Signed by the Chairman

### 4. DECLARATIONS OF INTEREST

Cllr Higgins declared an interest in item 9, a tree planning application for his own property.

### 5. PUBLIC FORUM

Mr Nick Ellis gave an update on the progress of planning applications for the Colne Valley Railway.

### 6. PROGRESS CHECK

**6.1** Cllr Worley reported that the protected verge at Delvyn's Lane has been offered funding for specialist cutting in autumn only, from Essex Wildlife.

**Action:** Clerk to confirm with Braintree District Council that this verge has been permanently removed from the BDC cutting schedules.

**Action:** Cllr Worley will forward the contact details of Essex Wildlife to the clerk.

### 7. HIGHWAYS

**7.1** Potholes at Nunnery Street, Bowmans Park and Queen Street have now been marked up by Essex Highways for repair.

**Action:** Clerk to report blocked drains at Sudbury Hill, a loose manhole cover at Nunnery Street near the telephone box, the dangerous state of the byway between Hewsons Farm and Lippingwells and the worsening potholes along the length of Kirby Hall Road, which is now almost impassable for ordinary vehicles.

## 8. REPORTS

**8.1 Police:** PCSO David Endersby is now the single point of contact for police matters

**Action:** The clerk will respond to PCSO Endersby giving the requested contact and meeting details.

**8.2 BDC Report:** Apologies were received from District Cllrs Beavis and Johnson.

**8.3 ECC Report:** Apologies were received from County Cllr Finch.

## 9. PLANNING

*Applications received:*

**16/00141/TPOCON** Notice of intent to carry out works to tree in a Conservation Area - Crown lift 1 Lime to 6 metres and crown thin by 20%

5 Castle Lane CO9 3DL

*No objections*

**16/00131/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Fell 1 Poplar to a stump and cut back the row of hazels to the property line

Walton Elm Pottery Lane CO9 3EU

*No objections*

**16/00821/DAC** Application for approval of details reserved by condition nos. 3 and 5 of approved application 16/00105/FUL

Clare Cottage Bayley Street CO9 3HG

*Comment not required*

*Applications determined:*

**16/00489/HHPA** Erection of single storey rear extension. Extension will extend beyond rear wall of the original house by 6.0m, with a maximum height of 3.6m and 2.3m to the eaves of the extension.

3 New Park CO9 3HH

*Permission not required*

**16/00058/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - Carry out works to various trees as detailed in the application form

The Vicarage Queen Street Essex CO9 3EZ

*Application permitted*

**16/00358/FUL** Extension to existing museum, including disabled access and WC's

Colne Valley Railway Yeldham Road CO9 3DZ

*Application permitted*

## 10. FINANCE

**10.1** The annual accounts and return to the Audit Commission were approved and signed by the Chairman and the clerk

**10.2** Consideration of insurance quotations for 2016 – 2017

**Resolved:** Buildings insurance to be continued with NFU Mutual, covering the Memorial Hall and Club buildings, the Public Toilets and the War Memorial. All other Parish Council insurance to be continued with Hiscox, through Came & Company.

**Proposed:** Cllr Scrivens

**Seconded:** Cllr Moffatt

Agreed unanimously

**10.3** To note receipt of the accounts of Castle Heddingham Club

Cllr Hood commented on the healthy state of the Club finances and the receipt of the accounts was noted.

**10.4 Resolved:** The Magna Carta 2015 bank account will be closed, with remaining funds (£556.28) to be allocated for future Magna Carta expenses including costs of permanent installation of the artefacts which are to remain on display in the village.

**Proposed:** Cllr Pewter

**Seconded:** Cllr Philp

Agreed unanimously

### Accounts balances at 23 May 2016

Unity Trust Current account      £34,842.66

CHPC Magna Carta 2015              £556.28

Unity Trust Deposit account      £25,203.99

Cambridge & Counties 95 day      £30,560.93

Nationwide Treasurers Trust      £20,064.73

**£111,228.59**

The monthly accounts were approved and cheques signed.

**Proposed:** Cllr Worley

**Seconded:** Cllr Moffatt

May-16	Payments in Month	Details	Amount
300318	CH Club	Room Hire	£20.00
300319	HMRC	Tax/NI	£115.47
300320	Roger Humphries	Internal Audit	£175.00
300321	OCS Group UK Ltd	Sanitary Disposal	£10.15
300322	A&J Lighting	Monthly Charge	£10.08
300323	D R Greenway	Security Lighting Hall and Club	£505.20
300324	M D Landscapes	Grass Cutting	£1,166.40
300325	NFU Mutual	Buildings insurance	£1,142.96
300326	Came & Company	Hiscox insurance	£372.37
300327	Hedingham Castle	Memorial Hall Lease	£1.00
B/P	Cabinets & Showcases Ltd	Cabinet Bingham Pottery	£754.80
B/P	Staff	Salaries	£1,165.61
DD	Eon	Electricity New Park	£16.96
DD	British Gas	Electricity Toilets	£14.36
DD	Open Spaces Society	Annual Subscription	£45.00
<b>TOTAL in month</b>			<b>£5,515.36</b>

May-16	Receipts in Month	Details	Amount
06-May	Martin, Hardy & Sons	Memorial Ashes 52	£120.00
17-May	Harvey Darke	Interment Grave 280	£100.00
24-May	Hewitsons LLP	Ashes and Memorial Grave 482-484	£320.00
<b>TOTAL in month</b>			<b>£540.00</b>

## 11. NEIGHBOURHOOD PLAN

Councillors are still considering information from a variety of sources on the potential costs and benefits of a Neighbourhood Plan. It was agreed to carry this item forward to the June meeting.

## 12. HIGH SPEED BROADBAND

The Superfast Essex scheme indicates that Cabinet 1, serving the majority of Castle Hedingham, will be upgraded to high speed fibre between 2017 – 2018. The postcode checker at <http://www.homeandwork.openreach.co.uk/when-can-i-get-fibre.aspx> shows "FIELD SURVEY -You're scheduled to be upgraded and we're surveying your area to make sure our initial fibre plans will work in your community. You can't order a fibre service today but typically it'll be available to your premises within the next nine months." It was agreed to monitor the situation but take no further action.

## 13. CORRESPONDENCE TO NOTE

- **Neighbourhood Watch:** An initial meeting of a new Castle Hedingham Neighbourhood Watch group took place on Monday 23rd May at 7.30pm at the Bell. Everyone was invited to have their say on how they would like the group to be run. Contact [nwcastlehedingham@hotmail.com](mailto:nwcastlehedingham@hotmail.com)
- **Essex Heritage News:** Spring 2016 edition
- **Open Spaces Society:** "Find our Way fund" request for donation to enable unrecorded historic path routes to be added to the definitive maps. The government has decided that unrecorded routes will no longer be added to the definitive maps from 1st January 2026.
- **EALC:** Legal newsletter and NALC updates have been forwarded to Councillors by email.

#### 14. REPRESENTATIVES AND WORKING GROUPS REPORTS

- Cllr Scrivens presented Cllr Ian Higgins with a framed photograph, with grateful thanks for all his service over the years to the Memorial Hall Committee.
- Cllr Moffatt reported on the proposed withdrawal of one of the 89 bus services. A consultation is in progress until 8<sup>th</sup> June 2016. More details can be found at [passenger.transport@essex.gov.uk](mailto:passenger.transport@essex.gov.uk) or on the village noticeboards.

#### 15. AGENDA ITEMS FOR NEXT MEETING

- **Neighbourhood Plan** – review of information circulated to Councillors
- **Clerk ALTO expenses card** – decision on top up for the pre-paid card for 2016 - 2017
- **United Reform Church** – consideration of the future of the building when it is closed for worship.
- **Defibrillator** – next steps in acquiring a defibrillator for the St James Street phone box.
- **Dog fouling-** actions to be taken to tackle the increased amount of dog fouling in the village.

#### DATE OF NEXT MEETINGS

<b>Ordinary Parish Council</b>	Monday 27 <sup>th</sup> June at 7.45pm	Castle Hedingham Club
<b>Ordinary Parish Council</b>	Monday 25 <sup>th</sup> July at 7.45pm	Castle Hedingham Club
<b>Ordinary Parish Council</b>	Monday 22 <sup>nd</sup> August at 7.45pm	Castle Hedingham Club
<b>Ordinary Parish Council</b>	Monday 26 <sup>th</sup> September at 7.45pm	Castle Hedingham Club

**The meeting closed at 9.23 pm**

SIGNED (CHAIRMAN)

DATE