



## 7. PUBLIC FORUM

No members of the public in attendance. A resident had contacted the clerk to report a yew tree in St Nicholas Churchyard which needs holly growth removing from its base

**Action:** The clerk will ask Village Maintenance to attend to this

## 8. PROGRESS CHECK

### 8.1 Broadband improvement options in the Parish

Cllr Doe reported from other annual parish meetings she had attended locally that County Broadband Fibre to the Property (FTTP) work is slow to commence. BT Openreach/Gigaclear projects are being withdrawn in locations committed to County Broadband FTTP.

**Action:** The clerk will contact County Broadband and other parish clerks to investigate the situation.

## 9. HIGHWAYS

Cllr Tassell raised a concern about parking along the green verge of the A1017 at Crouch Green obstructing visibility of traffic turning out of Nunnery Street. Various options were discussed to encourage residents to park more safely.

**Action:** The clerk will contact local Police Officers to find out if they are able to assist.

## 10. REPORTS

**7.1 Police/Neighbourhood Watch:** None. Cllr Tassell volunteered to revive the village Neighbourhood Watch group. This would not be a Parish Council responsibility but a separate voluntary role. Cllr Tassell's offer was welcomed with thanks

**Action:** The clerk will forward to Cllr Tassell contact details for the District Neighbourhood Watch

**7.2 ECC Report:** None. Apologies for absence were received from Cllr Finch

**7.3 BDC Report:** Apologies were received from Cllrs Beavis & Johnson for absence.

## 11. PLANNING

*Applications received:*

**19/00691/FUL** Demolition of existing dilapidated relocatable Nursery building (105m<sup>2</sup>) and installation of new modular Nursery building (144m<sup>2</sup>) and associated external works.

Castle Nursery Kirby Hall Road CO9 3EA

*No objections*

**19/00675/LBC & 19/00674/FUL** Change of use of Grade II Listed traditional building to two residential dwellings and associated amenity space

Nunnery Farm Barn Nunnery Farm Nunnery Street

*No objections*

*Applications determined:*

**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

*Application PERMITTED*

## 12. FINANCE

**12.1** The monthly accounts were approved and payments agreed for authorisation.

**Proposed:** Cllr Veater

**Seconded:** Cllr Hood

Agreed unanimously

**12.2** The Annual Governance Statement was approved

**Proposed:** Cllr Hood

**Seconded:** Cllr Southgate

Agreed unanimously

**12.3** The Annual Accounts and Accounting Statements were approved

**Proposed:** Cllr Veater

**Seconded:** Cllr Southgate

Agreed unanimously

**12.4** The Annual Return to the Audit Commission was signed by the Chairman and the Responsible Financial Officer

**12.5** The 2019-2020 Street Cleaning Agreement with BDC was signed by the clerk

**12.6 Resolved:** To renew Parish Council buildings insurance with NFU Mutual

**Proposed:** Cllr Doe

**Seconded:** Cllr Veater

Agreed unanimously

**Resolved:** To renew Parish Council general insurance with Inspire via Axa through Came & Company

**Proposed:** Cllr Southgate

**Seconded:** Cllr Tassell

Agreed unanimously

**12.7 Resolved:** To accept the least expensive quote from Liam George for completing exterior painting of the Village Hall, Social Club and Public Toilets at £2,095.00. He can begin the work from mid-June.

**12.8 Resolved:** To refuse a grant application for £960.00 from Castle Hedingham Tennis Club. No grant budget has been allocated in 2019 – 2020, although in cases of exceptional merit or exceptional need grant funding can be made available from general reserves. The Tennis Club has been the recipient of three Parish Council grants since 2017. Cllr Tassell asked if it would be appropriate to ask for grant applicants' accounts. It was agreed this could be considered for future grant applicants.

May-19	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£30.22
DD	British Gas	Electricity Toilets	£12.09
DD	B&CE Holdings	Peoples Pension	£65.98
B/P	Staff	Salaries	£1,290.24
B/P	CH Club	Meeting May	£20.00
B/P	E C Waters	Home as Office May	£60.00
B/P	E C Waters	Clerk Expenses	£33.72
B/P	A&J Lighting	Monthly Charge May	£11.40
B/P	HMRC	Tax/NI	£61.13
B/P	M D Landscapes	Grass Cutting April	£1,094.40
B/P	R Humphries	Internal Audit	£225.00
B/P	Braintree District Council	Rates, Pump House April/May	£10.00
B/P	NFU Mutual	Insurance Buildings	£1,052.08
B/P	Came & Company	Insurance General	£461.94
<b>TOTAL in month</b>			<b>£4,428.20</b>

May-19	Receipts in Month	Details	Amount
20-May	Removal of safety matting	Cash Donation Playing Field	£50.00
20-May	Cllr J Beavis	Cash Donation Parish Meal	£25.00
<b>TOTAL in month</b>			<b>£75.00</b>

#### Accounts balances at 20 May 2019

Unity Trust Current account	£20,777.61
Unity Trust Deposit account	£25,339.61
Cambridge & Counties 95 day	£57,486.05
Nationwide Treasurers Trust	£20,147.59
	<b>£123,750.86</b>

### 13. CASTLE HEDINGHAM PLAYING FIELD

Cllrs Hood and Southgate reported on progress with the project:

- Mr Tim Dixon has produced a draft project initiation plan and met with the clerk to discuss. This is now subject to amendment and approval by the Playing Field group before being forwarded to other Parish Councillors for consideration and comment. Hedingham Castle will also be kept informed.
- Hedingham Castle solicitors have forwarded a "heads of lease" communication for approval. The legal specialist at Attwells solicitors who assisted the Parish Council last year has quoted £1000 and £1200 plus VAT. A land registry fee of £40 would also be payable. Hedingham Castle legal fees may be payable and an annual rent of £250 for a 25 year lease has been offered.

**RESOLVED:** To appoint Will Oakes of Attwells, Colchester as legal adviser for the lease agreement

**Proposed:** Cllr Hood

**Seconded:** Cllr Veater

Agreed unanimously

**CORRESPONDENCE TO NOTE**

**VE Day 75 8-10 May 2020:** Letter regarding planned celebrations to commemorate VE day in May 2020  
**Essex County Council:** Consultation on changes to the use of Concessionary Bus Passes on Essex County Council run Park and Ride services including the shuttle bus to Broomfield Hospital. The consultation commences from 08 May and will run until 31 July 2019, and is available online at : [www.essex.gov.uk/park-and-ride-fares-consultation](http://www.essex.gov.uk/park-and-ride-fares-consultation). Paper copies available at the Sandon, Chelmer Valley and Colchester Park and Ride sites or by Email from [passenger.transport@essex.gov.uk](mailto:passenger.transport@essex.gov.uk). Paper copies will not be available in the local library.

**14. REPRESENTATIVES AND WORKING GROUPS REPORTS:** None

**15. AGENDA ITEMS FOR NEXT MEETING**

- Election of Committees and Representatives
- Request from CVR for assistance in closing the layby on the A1017
- Consideration of jointly funding a PCSO with Sible Hedingham Parish Council
- Consideration of draft Parish Council Environmental Policy
- Consideration of a village celebration at the completion of the Village Park project

**DATE OF NEXT MEETINGS:**

**Ordinary Parish Council meeting**      Monday, 24 June, 7.30pm      Castle Hedingham Club

**The meeting closed at 9.30pm**

SIGNED (CHAIRMAN)

DATE