



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 28th NOVEMBER AT CASTLE HEDINGHAM CLUB AT 7.45PM

Present: Cllrs Moffat, Higgins, Hood, Pewter, Philp, Scrivens, Southgate, Toocaram, Worley
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: Cllr J Beavis BDC (to item 9)
Cllr H Johnson BDC (to item 13)
Mr Martin Render, Community Heartbeat Trust (to item 5.1)

1. APOLOGIES FOR ABSENCE

None.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 31st October 2016 were approved as a correct record of events.

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

3. DECLARATIONS OF INTEREST

All Councillors declared a prejudicial interest in the planning application at item 9, since the applicant is an employee of the Parish Council. On the advice of Braintree Planning, the Parish Council is able to comment on condition the Declaration of Interest is made clear in the response.

4. PUBLIC FORUM

None

5. VILLAGE DEFIBRILLATOR

Mr Martin Render of the Community Heartbeat Trust gave a short presentation Councillors on the value and use of defibrillators in rural communities, and answered questions about the service provided by his charity. National Lottery funding may be available for more than one defibrillator in the village and Community Heartbeat Trust can provide assistance for funding applications. The Chairman thanked Mr Render for his time in attending the meeting. Mr Render left.

5.1 The Chairman brought forward item 11 for a decision.

RESOLVED: To apply for Lottery funding for at least two defibrillators in the village, one at St James Street phone box. Other locations to be decided following further consideration.

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

Action: Cllr Hood offered to assist the clerk in the completion of the funding application.

6. PROGRESS CHECK

6.1. Installation of the fibre cabinet at Pye Corner for BT fibre broadband has been delayed and is now expected on 12th December.

7. HIGHWAYS

7.1 The clerk will request feedback following the speed survey of traffic approaching the junction of Sudbury Hill and St James St with Bayley Street.

7.2 The 7.5t weight limit signs have been installed. An incorrect 40mph speed limit sign at Sudbury Hill has been removed by Highways.

7.3 Cllr Southgate had contacted Customer Services at Highways following complaints about the lack of information in advance of the recent road re-surfacing and the disturbance to residents caused by working overnight. Night time work had been planned due to the need to close the

junction at St James Street and Bayley Street, but this was carried out on a different date due to weather conditions. A copy of a flyer has been forwarded by Customer Services which had supposedly been delivered to all residents in advance, the clerk has confirmed to Customer Services that this was not the case and no resident appears to have received one. Councillors agreed that now the work is completed, the results are good and in general the workmen were helpful and polite to residents apart from the overnight disturbance.

Action: The clerk will write a letter of explanation to residents of the St James Street area. Cllr Pewter offered to deliver it to all those affected by the overnight works.

8. REPORTS

8.1 Police: None. Mr Kim Speed has informed the Council that due to pressure of work and other commitments, he can no longer take on the role of Neighbourhood Watch Co-ordinator. It is hoped that another member of the new Neighbourhood Watch group can take over.

8.2 ECC Report: Apologies for absence were received from Cllr Finch, and a written report was circulated to Councillors.

8.3 BDC Report:

Cllr Beavis reported that our District Councillors are continuing to monitor the BDC budget in light of the reduction of funding to Parish Councils over the period to 2020.

£2500 of the Councillors Community Grant which was due to be given to Sible Hedingham this year is now available, as their CCTV project did not qualify for funding under the scheme.

Action: Councillors to give consideration to the most suitable project for this funding. Item for January meeting.

Cllrs Beavis and Johnson confirmed their support to the Parish Council following an unsatisfactory response from the BDC Planning Policy and Land Charges Manager to a letter requesting a meeting concerning a proposal at the Local Plan Sub-Committee meeting of November 10th to remove the informal recreation designation from the BDC land owned at New Park. This was discussed further at item 12.

Action: Cllr Beavis will contact the BDC officer to repeat the request for a meeting. Cllr Beavis left.

9. PLANNING

Applications received:

16/01931/FUL Refurbishment of the existing barns and proposed change of use of the joinery workshop within barn No. 2

Pannells Ash Farm Sudbury Road CO9 3AD

No objections but request condition

that the outside of the barns is not used for storage of materials. Declarations of interest to be reported.

Applications determined:

16/01494/FUL Demolition of existing grain store and the erection of two semi-detached dwellings, with car parking in existing cart lodge

Nunnery Farm Nunnery Street CO9 3DR

Application Permitted

16/01705/ECC Consultation on Essex County Council application CC/BTE/45/16 - Proposed extensions to the existing school to accommodate 2 new classrooms, staff room, office and ancillary facilities, an increase in the height of the roof over the existing main school hall, the provision of an external canopy to provide an outdoor play area for the nursery and the provision of a new all-weather play area.

De Vere Primary School Kirby Hall Road CO9 3EA

Deemed Permitted

10. FINANCE

The monthly accounts were approved and payments agreed for authorisation.

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

10.1 Ratification of decision to buy leaf-blower for Village Maintenance at £275.00+VAT

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

10.2 Confirmation of monthly payments to the “Peoples’ Pension” for the parish clerk, which is the only Parish Council position meeting the requirements for automatic enrolment. The first payment was £15.62. Cllr Beavis has offered to assist the clerk in identifying a better pension scheme.

10.3 A reminder had been received about membership of the Rural Community Council of Essex at an annual fee of £66.00. The organisation provides a wide range of valuable support for rural communities and it was agreed to continue with membership.

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

10.4 A PIR sensor has been replaced in the Public Toilets baby change cubicle following an infestation of ladybirds causing the light to stay on all night.

Nov-16	Payments in Month	Details	Amount
DD	British Gas	Electricity Toilets	£13.49
DD	Eon	Electricity New Park	£20.35
B/P	E C Waters	Salary	£786.95
B/P	Alan C Henry	Toilets and Maintenance	£251.20
B/P	Adam Redgewell	Village Maintenance	£370.00
DD	B & CE Holdings Ltd	Peoples Pension (clerk)	£15.62
B/P	C H Club	Meeting Room Hire	£20.00
B/P	A&J Lighting	Monthly Charge	£10.08
B/P	M D Landscapes	Grass Cutting	£601.20
B/P	M D Landscapes	Grass & Hedge Cutting	£324.00
B/P	Darkins Supply Stores	Monthly Account	£40.85
B/P	E C Waters	Clerk Expenses	£18.20
B/P	HMRC	Tax/NI	£163.42
B/P	D R Greenway	PIR sensor Toilets	£72.00
B/P	Ernest Doe & Sons	Leaf Blower	£330.00
B/P	RCCE	Annual Membership	£66.00
TOTAL in month			£3,103.36

Nov-16	Receipts in Month	Details	Amount
	NONE		

Accounts balances at 28 November 2016

Unity Trust Current account	£34,049.67
CHPC Magna Carta 2015	CLOSED
Unity Trust Deposit account	£25,221.28
Cambridge & Counties 95 day	£30,560.93
Nationwide Treasurers Trust	£20,064.73
	£109,896.61

11. VILLAGE DEFIBRILLATOR FOR ST JAMES STREET TELEPHONE BOX

Brought forward to item 5.1.

12. CASTLE HEDINGHAM RECREATION FIELD

12.1. At the BDC Local Plan Sub-Committee meeting on November 10th, it was proposed to remove the informal recreation designation from the land owned by BDC at New Park. The Parish Council was not consulted about this proposal, which runs contrary to decisions made at the May and July Local Plan Sub-Committee meetings. District Councillor Hylton Johnson represented the Parish Council at the Sub-Committee meeting objecting to the proposal. He was supported at the meeting by Cllrs Southgate and Worley, together with District Cllr Beavis. The Local Plan Sub-Committee resolved to postpone this item to a later meeting due to the ambiguity of the item regarding “the site” at CASH 553 in the draft Local Plan.

A follow-up letter was then written by the Parish Council to the BDC Planning Policy and Land Charges Manager requesting an urgent meeting to clarify the proposal and find out the reason behind it. An unsatisfactory reply had been received raising more questions than it answered, and not offering a meeting. Cllr Southgate and the clerk provided Councillors with a draft copy of a letter in response, repeating the request for a meeting to discuss the situation regarding the BDC owned land at New Park and expressing concerns over the lack of support from BDC regarding possible use of their land for play equipment. The depth of feeling among residents and the importance of this issue to the community was discussed, and the support of both our District Councillors was noted with thanks.

RESOLVED: The letter was approved by Councillors with some minor amendments.

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

Action: The clerk will amend the letter and send it together with two supporting documents, copying in relevant District Councillors on the BDC Local Plan Sub-Committee.

12.2. Cllr Hood reported that the manufacturer has been instructed to repair the fireman’s pole, and the parts have been sourced to carry out the repair of the cargo net.

Cllr Johnson left

13. CORRESPONDENCE TO NOTE

Rural Services Network: November update has been forwarded to Councillors.

ACRE: Information sheet on personal liability of charity trustees and whether incorporation is appropriate for their village hall. An enquiry to the Parish Council insurance broker confirms that this is a matter requiring legal advice. Cllr Scrivens will report back to the Memorial Hall Committee.

14. REPRESENTATIVES AND WORKING GROUPS REPORTS

14.1 High Speed Broadband update – fibre and wireless. Cllr Toocaram is following up progress with County Broadband wireless broadband on behalf of residents of outlying areas such as Rushley Green, where no fibre connection is planned. The vicar confirms that the faculty application is in progress for installation of the transmitter on St Nicholas Church. Some residents of Sudbury Hill are now receiving the County Broadband service from Great Maplestead following the successful installation there this year. The BT fibre cabinet at Pye Corner is due to be installed on December 12th, having been delayed from November. Residents of St James Street and other central areas are already receiving high-speed broadband from the cabinet installed at Queen Street.

14.2 Planning update – Cllrs Southgate, Worley and the clerk attended Holmes & Hills training in November.

15. AGENDA ITEMS FOR NEXT MEETING

- **Councillors Community Grant** – Decision on suitable project for funding application.
- **Village Defibrillator** – Decision on suitable locations for defibrillators in the village.
- **Castle Hedingham Playing Field** – update on progress with Braintree District Council
- **Repairs to Memorial Hall/Club door** –progress report
- **Removal of ivy from Club shed** – progress report
- **Replacement of churchyard gate at Church Street** – progress report

DATE OF NEXT MEETINGS

Ordinary Parish Council	Monday 23 January 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 27 February 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 27 March 2017 at 7.45pm	Castle Hedingham Club
Ordinary Parish Council	Monday 24 April 2017 at 7.45pm	Castle Hedingham Club

ANNUAL PARISH MEETING TUESDAY 9TH MAY 2017 MEMORIAL HALL

The meeting closed at 9.40 pm

SIGNED (CHAIRMAN)

DATE