



Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)

25 Bayley Street, Castle Hedingham, Essex CO9 3DG

07845 056597 castlehedinghamparishclerk@gmail.com

MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL, HELD ON MONDAY 26th OCTOBER 2015 AT CASTLE HEDINGHAM CLUB AT 7.45PM

Present: Cllrs Higgins, Moffat, Pewter, Philp, Scrivens, Southgate, Toocaram, Worley
District Cllrs Jo Beavis & Hylton Johnson to item 9

In the Chair: Cllr Southgate

Clerk: Claire Waters

Also Present: None

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Pewter for late arrival due to train delay, and from Cllr Hood for absence. Apologies for absence were also received from County Cllr David Finch.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 28th September 2015 were approved as a correct record of events.

Proposed: Cllr Higgins Seconded: Cllr Moffat Signed by the Chairman

3. DECLARATIONS OF INTEREST

Cllr Higgins declared an interest in item 9, planning application 15/01317/FUL as he lives nearby.
Cllr Pewter arrived.

4. PUBLIC FORUM

None

5. PROGRESS CHECK

5.1 In order to enable both District Councillors to contribute to the discussion, the update on progress regarding Castle Hedingham Playing Field was moved from item 13. *Discussions continue to be held "in camera" for the time being.*

5.2 Children using St Nicholas Churchyard as a playing field.

Cllr Moffat reported on behalf of St Nicholas PCC that there are concerns about the safety of children who are jumping off walls and tombs in the churchyard. Since this is a closed churchyard and the responsibility of the Parish Council, liability in the case of accidents was discussed.

Action: There is no desire to prevent children playing, however the clerk will contact EALC and the parish council insurers for advice on liability in the case of accidents and Cllr Southgate may be able to speak to the parents of some of the children to ask them to be careful.

5.3 Cllr Worley reported a bent pipe at the Cemetery. A parishioner has expressed concerns to Cllr Higgins about the tidiness of the Cemetery. Cllr Pewter reported complaints about grass clippings being left on the verge at St James Street. The clerk reported that the grass cutting was being done without collecting the clippings for a trial period, this saves time enabling more frequent cuts and has been successful in other parishes but has led to some long grass clippings being left in the early stages of the trial. There is also an extensive mole problem throughout the new section of the Cemetery.

Action Clerk to investigate and organise a repair to the bent pipe. The Cemetery water is switched off every year from October to Easter.

Action: Cllr Philp will contact the clerk to advise on mole clearance.

5.4 Cllr Scrivens reported fly posting around the village, with some posters obstructing sight lines at junctions particularly at Crouch Green and Rosemary Lane. The clerk confirmed that permission had not been sought for these posters.

Action: Clerk to contact St Margaret's School Gosfield to request that the posters be removed.

6. HIGHWAYS

6.1 Management of blocked drains and potential flooding in the village centre. Cllr Southgate has enlarged the map supplied by Highways and has now marked over 130 drains in the village. Residents can still help by reporting blocked drains themselves, with photographs if possible, on the website <https://secureweb1.essexcc.gov.uk/Highways/Report-a-highway-problem.aspx>.

6.2 Cllr Worley reported that sections of Delvyn's Lane/Edey's Lane protected verge have recently been cut by a resident. He has also been in contact with a Parish Councillor at Gestingthorpe who will cut the verge early next month and may be able co-operate with Castle Hedingham in ensuring correct cutting on a regular basis, as some of the verge is in Gestingthorpe parish.

Action: Clerk to identify what additional funding may be available if Gestingthorpe and Castle Hedingham Parish Councils take over responsibility for this verge cutting from BDC.

6.3 Cllr Pewter reported a white van parked at the Hedingham School side of the current roadworks in Station Road, which is causing a dangerous obstruction

6.4 Planings for resurfacing the section of Rosemary Lane towards Kirby Hall Road are still being awaited from Essex Highways. The clerk reported that Cllr Finch had been contacted, and that neighbouring parishes are experiencing a similar delay in waiting for planings. This seems to be due to new waste exemption licence requirements but it is still not clear why the delay continues when the requested waste exemption licences have been supplied to Essex Highways.

7. REPORTS

Police/PCSO: Cllrs Pewter and Philp reported a recent crime in the parish when a resident tried to prevent theft of a mower and was assaulted.

ECC report: None

BDC report: Cllr Beavis reported that she had recently met Roger Hirst, who is a candidate for the Police and Crime Commissioner for Essex. She is concerned about policing changes and the impact on rural crime and will continue to pursue this issue. She also reported on:

- The launch of the Magna Carta exhibition at Braintree Museum, she is on the museum trust now and will be reporting more on culture and heritage.
- Joint Hedingham's medical centre at Premdor development – she is pleased that the NHS have allocated a project number and a 2 year timescale, but more work needs to be done.
- Premdor affordable housing – BDC has rejected the developer's request to reduce the number of affordable houses, but an appeal may be lodged.
- Budget cuts – BDC spending needs to be reduced by £2.5million over the next 3 years, which means grants to parishes may be cut which would have a dramatic impact. She is starting to look at equalisation of areas, e.g. funding comparisons with Braintree which is not parished.

Cllr Johnson reinforced the view that police action on rural crime has suffered from funding cuts, and that future BDC cuts will affect villages. He confirmed his support to the Parish Council to help achieve a successful resolution to the Playing Field situation.

Cllr Worley asked if there was any news on development proposals near the Colne Valley Railway. There is no news yet but Cllrs Beavis and Johnson will keep the Parish Council up to date.

Cllrs Beavis & Johnson left

8. PLANNING

Cllrs Worley, Southgate, Higgins and the clerk attended recent BDC planning training events. The most valuable learning point was the material considerations which could be presented as objections to planning applications. The clerk distributed a list of material and non-material considerations to all Councillors

Action: Notes from the presentation will be forwarded to all Councillors when received from BDC.

Applications received:

15/01317/FUL Demolition of existing single storey extension and erection of two storey side extension.
Goston Mount Pottery Lane CO9 3EU No objections

Applications determined:

15/00817/FUL & 15/01087/LBC Application for variation of condition number 2 (approved plans), of planning permission -13/00577/FUL and 13/00578/LBC - Change side door from full glazed and side light to half glazed door and side lights and new door opening to breakfast room and kitchen and retention of 'office/study' on ground floor.

The Rising Sun 71 Nunnery Street CO9 3DP

Application GRANTED

15/00974/FUL & 15/00975/LBC Creation of vehicular access

The Manse 34 Queen Street CO9 3HA

Application Refused

9. FINANCE

Accounts balances at 26 October 2015

Unity Trust Current account	£28,138.22
CHPC Magna Carta 2015	£1,575.48
Unity Trust Deposit account	£25,181.89
Cambridge & Counties 95 day	£30,050.08
Nationwide Treasurers Trust	£20,024.66
	£104,970.33

The monthly accounts were approved and cheques signed.

Proposed: Cllr Worley

Seconded: Cllr Moffat

The Chairman signed the bank reconciliation and the clerk Alto Card expenses report.

Oct-15	Payments in Month	Details	Amount
300255	Simon Swann Associates	War Memorial	£5,690.40
300256	A&J Lighting	Monthly Charge	£10.08
300257	Mortimers	Village Maintenance	£1,072.80
300258	Citizens Advice Bureau	Donation	£100.00
300259	Royal British Legion	Donation Wreath	£60.00
B/P	Staff	Salaries	£793.44
DD	Eon	Electricity	£16.96
DD	Braintree District Council	Rates, Toilets	£90.00
DD	Anglian Water	Water Toilets	£57.23
DD	Anglian Water	Water Cemetery	£15.68
TOTAL in month			£7,906.59

Oct-15	Receipts in Month	Details	Amount
	None		
TOTAL in month			£0.00

10. VILLAGE MAINTENANCE POSITION

The clerk provided a draft job description to enable Councillors to consider what might be done by an employed Village Maintenance Operative, and what might be done by Village Maintenance Contractors. The Village Maintenance contract runs from January 1st to December 31st each year and is due for review at the November meeting.

Action: Clerk to identify alternative contractors for Village Maintenance contract review

11. VILLAGE SIGN AT FORGE GREEN

Simon Swann, the Conservation specialist who worked on the War Memorial, inspected the village sign and provided a detailed report of existing and potential repair and renovation work needed.

Action: Clerk to gain quotes for the necessary specialist work.

12. PUBLIC TOILETS AT CHURCH LANE

Consideration of ongoing management options for Public Toilets to minimise costs but maintain current standards, e.g. management by a charity such as the Memorial Hall could reduce rates bill.

Action: Cllrs Pewter and Scrivens will research viable options and report back for future decision.

13. CASTLE HEDINGHAM PLAYING FIELD

This was moved to item 5.1

13. CORRESPONDENCE TO NOTE

BDC: Braintree District Council is obliged by law to review all discounts regularly and is writing to residents who currently receive Single Occupier Discount, asking them to update their details.

THE PENSIONS REGULATOR: Guide to automatic enrolment has been received, following recent changes in the law. Falcon Accountants have been asked to advise the Parish Council.

Action: Falcon Accountants are holding a briefing meeting on November 12th at 10.30am at the Memorial Hall. The clerk is unavailable on this date; Cllrs Southgate and Higgins will attend the meeting.

GREENFIELDS: The next estate inspection at Bowmans Park will be a 12 midday on 4th November. The clerk reported that a map has been provided by Greenfields showing their responsibility for ground maintenance. It was noted that Jackie Hart is much missed by the Parish Council as the Community Voice of Greenfields and it is hoped that a new volunteer for this role can be found.

16. REPRESENTATIVES AND WORKING GROUPS REPORTS

War Memorial: The completion report on the renovation has now been sent to the War Memorials Trust to claim the grant funding. Comments from members of the community were included, these generally agreed that the renovation was a splendid job and it was particularly pleasing to be able to read the names on the War Memorial more easily. It was noted that not everyone is aware that the chosen solution was to stabilise the memorial rather than correct the tilt, in order to avoid disturbing ancient burials beneath. All stages of the work were done by contractors with specialist expertise on historic buildings, and each stage was approved by English Heritage which caused some delays.

Transport Representative: Cllr Moffat reported from a transport meeting at Sible Hedingham Parish Council when the new 333 bus service to Sudbury was discussed. Only a handful of people are using this service every week, and there are concerns that the funding from Sible Hedingham Parish Council will quickly run out if the service cannot attract more paying customers.

High Speed Broadband: A meeting of church representatives took place in October to discuss the hold up in gaining faculty permission for the installation of wireless transmitters on church towers throughout the Diocese of Chelmsford. There is immense frustration and still no movement on this issue. Church PCCs have been asked to submit more detail in individual applications.

Magna Carta 2015: Cllr Scrivens reported that the Heritage Lottery Fund report has now been completed. Cllr Worley reported that one element of the project involving Hedingham School is still ongoing.

17. AGENDA ITEMS FOR NEXT MEETING

- Decision (in principle) on costs for Memorial Avenue of Trees, Sheepcot Rd
- Renovation options for Village Sign – consideration of quotations
- Ongoing management of Public Toilets – consideration of options
- Open Spaces Action Plan – review of Castle Hedingham entry
- Decision on purchase of Magna Carta medals

18. DATE OF NEXT MEETINGS:

Ordinary Parish Council:	Monday 23 November 2015	7.45pm
Ordinary Parish Council	Monday 25 January 2016	7.45pm
Ordinary Parish Council	Monday 22 February 2016	7.45pm
Ordinary Parish Council	Monday 21 March 2016	7.45pm
Ordinary Parish Council	Monday 25 April 2016	7.45pm

The meeting closed at 9.32pm

SIGNED (CHAIRMAN)

DATE