



**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 17th SEPTEMBER 2018 AT CASTLE HEDINGHAM CLUB AT 7.45PM**

Present: Cllrs Hood, Moffat, Scrivens, Southgate, Toocaram, Worley, Veater
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: BDC Cllr Beavis
BDC Cllr Johnson

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Philp for absence. With regret, the Chairman accepted the resignation of Cllr Ian Higgins who has decided to retire from the Parish Council with effect from Monday November 5th. The many years of service given by Cllr Higgins since he joined the council in 2003 were noted, in particular his contributions to the Playing Field Group, the Memorial Hall Committee and his invaluable support to Parish Council staff.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 17th September 2018 were approved as a correct record of events and signed by the Chairman.

Proposed: Cllr Worley Seconded: Cllr Hood Agreed unanimously

The minutes of the extraordinary meeting held in camera on Tuesday 16th October were approved as a correct record of event and signed by the chairman.

Proposed: Cllr Hood Seconded: Cllr Moffat Agreed unanimously

3. DECLARATIONS OF INTEREST

Cllr Toocaram declared an interest in item 8, planning application 18/01419/COUPA which relates to her own property.

4. PUBLIC FORUM

None

5. PROGRESS CHECK

5.1 Planters at Crouch Green. An outline budget of £100 will be put aside for spring planting.

5.2 Blocked drain at Castle Lane. Clerk will inform Village Maintenance in the first instance

5.3 St Nicholas Church Clock. The repair is scheduled for Thursday 25th and Friday 26th October.

Parking restrictions will be put in place at King Street to enable access for equipment.

6. HIGHWAYS

6.1 Cars blocking footpath at New Park and Queen Street. NEPP advises that the police should be contacted if cars are parking on footpaths. The Police have said they will keep an eye on the situation when they are in the village.

Action: Photos of cars blocking footpaths or obscuring sight lines can be forwarded to Police, together with details of the date, time and registration number. The clerk will prepare a letter from the Parish Council to explain the action that is being taken.

6.2 Consideration of response to Overview and Scrutiny Committee at Braintree District Council. The Committee is currently conducting a Scrutiny Review into the role of the Highway Authority in the Braintree District, response requested by 5th November 2018

Action: Councillors to email clerk by Friday 26th October with any comments, views or ideas.

6.3 ECC's pothole fixing initiative. Cllr Finch has requested specific details (road name, post code) of any potholes in the parish that need to be prioritised. Deadline for response 2nd November 2018.

7. REPORTS

7.1 Police/Neighbourhood Watch: Invitation by EALC to a Police and Fire Conference at Foakes Hall, Great Dunmow on 20th November 2018, 9am to 3.30pm, at a cost of £25.00 per delegate

Action: Councillors who wish to attend will inform the clerk

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

7.3 BDC Report: Cllr Beavis reported on BDC's recent Full Council meeting of 8th October when the current state and content of the Local Plan were discussed. A webcast of the meeting is available on Braintree District Council's website and can be found by searching the alphabetical list of services for Webcasts. The absence of a Local Plan leaves the District vulnerable to opportunistic and unwanted development. Cllr Johnson added that a joint letter has been written by BDC and neighbouring authorities to the Planning Inspectorate.

A proposed joint Medical Centre at the Bloor Homes development in Sible Hedingham has also been discussed, and may progress further if BDC provides a building to be leased by the NHS. Cllr Johnson and Cllr Beavis continue to push for progress on this issue and will continue to update the Parish Council.

8. PLANNING

Applications received:

18/01671/FUL Rear extension

Green Crofts Sheepcot Road CO9 3AA

*No objections,
Concerns to be expressed about the scale of the extension.*

18/01680/FUL Agricultural storage building

Land South Of Rosemary Farm Rosemary Lane

No objections

18/01619/LBC Repair and replacement of roof due to weather/damage

22 Queen Street CO9 3EZ

No objections

18/01525/FUL Change of use of the land from Agricultural to Glamping. Three mobile self contained Shepherd Huts

Lawrences Farm Rushley Green CO9 3AJ

No objections

18/00268/TPO/18/00269/TPOCON Notice of intent to carry out works to tree in Conservation area and protected by Tree Preservation Order 14/92 - Reduce height and canopy of Sycamore T1 by 3-4 metres over the whole canopy

Rose Cottage 9 Pye Corner CO9 3DE

No objections

Applications determined:

18/01419/COUPA Notification for prior approval for a proposed change of use of an agricultural barn into 2 no. 3 bed dwellings.

Rushley Green Farm Rushley Green CO9 3AH

Planning Permission Required

9. FINANCE

9.1 The monthly accounts were approved and payments agreed for authorisation. It was requested that grateful thanks to the residents who have donated towards the repair of the clock at St Nicholas Church be recorded in the minutes

Proposed: Cllr Toocaram Seconded: Cllr Hood Agreed unanimously

9.2 Cllr Mary Veater will be added as an authorised signatory on the current account as agreed at the September meeting, but this will be done via the bank's the new online process which will be available before the end of October.

9.3 Cambridge & Counties bank interest rate decrease by 0.25% to 1.75% from 1st Feb 2019. The clerk clarified that the interest rate had increased on 1st September 2018 from 1.75% to 2%.

Oct-18	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£24.48
DD	British Gas	Electricity Toilets	£10.97
DD	Anglian Water	Water Cemetery	£23.88

DD	Anglian Water	Water Toilets	£66.84
B/P	Atwells LLP	Legal advice	£600.00
B/P	Staff	Salaries	£1,565.34
B/P	E C Waters	Home as Office October	£40.00
B/P	E C Waters	Clerk Expenses	£28.33
B/P	C H Club	Meeting Room Hire	£20.00
B/P	A&J Lighting	Monthly Charge September	£11.40
B/P	HMRC	Tax/NI	£73.33
B/P	M D Landscapes	Grass Cutting September	£1,202.40
B/P	Falcon Accountants	Payroll July-Sept	£43.20
B/P	Graham Nicholl Tree Surgery	Churchyard & Memorial Garden	£295.00
B/P	Turner Tool Hire	Church Clock Repair	£874.17
B/P	Castle Hedingham Bowls Club	Meeting Room Hire	£25.00
TOTAL in month			£4,904.34

Oct-18	Receipts in Month	Details	Amount
09-Oct	Mr T Nash	Transfer EROB Grave 626	£90.00
09-Oct	Donation	Church Clock Repair	£10.00
10-Oct	Donation	Church Clock Repair	£20.00
15-Oct	Cash Donations	Church Clock Repair	£38.30
15-Oct	Graham Jay	Memorial Grave 286	£120.00
22-Oct	Donation	Church Clock Repair	£50.00
TOTAL in month			£328.30

Accounts balances at 22 October 2018

Unity Trust Current account	£25,224.60
Unity Trust Deposit account	£25,289.14
Cambridge & Counties 95 day	£56,585.93
Nationwide Treasurers Trust	£20,127.46
	£127,227.13

10. JOINT MEDICAL CENTRE, PREMDOR SITE

Consideration of comment invited in response to an application for dispensing services at the proposed joint medical centre between the Castle Surgery and Hilton House Surgery at the Premdor site in Sible Hedingham. Representations requested by 29th November 2019. Questions were raised about the distance to travel for patients and the proximity to the existing pharmacy in Sible Hedingham.

RESOLVED: The Parish Council will write in support of the Castle Surgery in their application.

Proposed: Cllr Scrivens

Seconded: Cllr Southgate

Agreed unanimously

11. PARISH EMERGENCY PLANNING ANNUAL UPDATE

The clerk will make the necessary amendments to the Parish Emergency Plan, including adding details of the 3 new defibrillators in the parish. Councillors were reminded that the document contains personal data and any copies should be stored in line with the General Data Protection Regulations 2018.

Action: Councillors to contribute any additional suggestions for updates or corrections

12. CASTLE HEDINGHAM RECREATION FIELD

Cllr Southgate reported that a productive meeting was held that morning with Mr Jason Lindsay and dialogue continues.

13. CORRESPONDENCE TO NOTE

BDC: Polling Place review.

Action: The clerk will respond by the deadline of 31st October to confirm that the current polling facilities in Castle Hedingham are accessible and appropriate.

B17 Steam Locomotive Trust: Request for information about the history and geography associated with the naming of locomotive 2814 Castle Hedingham and any memories or photographs. The clerk has forwarded the request to the Colne Valley Railway and Hedingham Castle.

County Broadband: Following grant funding, County Broadband are looking at the feasibility of delivering a Fibre to the Home broadband project in Castle Hedingham. They plan to arrange a public meeting in the Memorial Hall in the near future to assess the level of interest among residents.

14. REPRESENTATIVES AND WORKING GROUPS REPORTS

14.1 Elections to Committees

RESOLVED: Cllr Toocaram was elected to join the Planning Committee

Proposed: Cllr Southgate

Seconded: Cllr Moffat

Agreed unanimously

RESOLVED: Cllr Veater was elected to join the Playing Field Group

Proposed: Cllr Scrivens

Seconded: Cllr Worley

Agreed unanimously

14.2 World War I 100th Anniversary Remembrance Sunday

Action: Village Maintenance to cut the verge by the Memorial Avenue of Trees and dig holes at the cemetery in advance of the installation of the Memorial Board on November 8th. Cllr Johnson has volunteered to trim around the trees.

100th Anniversary events planned for Remembrance Sunday November 11th:

- 10am: Arrive at Cemetery for 10.10am start: Dedication of Memorial Board and Avenue of Trees
- 10.45am: St Nicholas Churchyard, Act of Remembrance
- 11.00am: St Nicholas Church, Remembrance Service
- 12.30pm: Memorial Hall, British Legion Commemorative Luncheon

15. AGENDA ITEMS FOR NEXT MEETING

- Councillors to inform clerk of any agenda items for the November meeting.

DATE OF NEXT MEETINGS:

Ordinary Parish Council Monday 26 November 2018 at 7.45pm Castle Hedingham Club
NB Due to Councillor absences, this meeting may be re-arranged. Date to be confirmed.

The meeting closed at 9.25 pm

SIGNED (CHAIRMAN)

DATE