



# Parish of Castle Hedingham

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## MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL, HELD ON MONDAY 25<sup>th</sup> SEPTEMBER 2017 AT CASTLE HEDINGHAM CLUB AT 7.45PM

**Present:** Cllrs Higgins, Hood, Moffat, Pewter, Southgate, Scrivens, Toocaram, Worley  
**In the Chair:** Cllr Southgate  
**Clerk:** Claire Waters  
**Also Present:** District Cllr Johnson, District Cllr J Beavis (from item 12)  
1 parishioner

Before the meeting began, the Chairman led a moment's silence for Councillors to reflect on the recent passing of Mrs Sonia Allfrey who served on the Parish Council for many years, 12 of them as Chair until her retirement in 2015. She was a lovely lady who actively supported the village in many ways.

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Philp.

### 2. MINUTES OF THE PREVIOUS MEETING

The minutes of 21<sup>st</sup> August 2017 were approved as a correct record of events and signed by the Chairman.

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

### 3. DECLARATIONS OF INTEREST

None

### 4. PUBLIC FORUM

None.

### 5. PROGRESS CHECK

**5.1.** Mr Lindsay at Hedingham Castle has begun to cut back the trees bordering Bayley Street as requested by the Parish Council as they were hitting passing vehicles and causing a great deal of straw to fall from lorries during harvest. Cllr Pewter asked whether planning permission should have been obtained for this work since it is in the Conservation area of the village

**Action:** The clerk has obtained confirmation from BDC Landscape Services that where a Highway safety issue is concerned and trees are touching vehicles, permission is not required for this type of routine work.

**5.2.** Residents have reported a lot of noise over the last 3 weeks due to large scale felling of trees at Hedingham Castle land to the rear of the Memorial Hall. It was recognised that Mr Lindsay is entitled to carry out this work on his land.

**Action:** Cllr Southgate or the clerk will ask Mr Lindsay if this will be a regular occurrence and for how long, so that residents can be informed.

**5.3.** Footpath issues. The broken bridge at Footpath 16 by Maiden Ley has been reported to ECC Public Rights of Way. Other signposting issues in various locations are still outstanding.

**Action:** The report has been followed up and a repair is in the process of being scheduled by ECC.

**5.4.** The congested river at Nunnery Street and Station Road bridges has been reported to the Environment Agency but no response has been received. It has been 2 years since this was last cleared.

**Action:** The clerk will chase this up with the Environment Agency

**5.5.** Village Shop. Cllr Beavis had met with the owner of the shop, the Chairman and the clerk on a number of occasions to explore options for a Community Convenience Store at the premises. Cllr Beavis reported on this at item 12.4.

## 6. HIGHWAYS

No new Highways issues to report

## 7. REPORTS

**7.1 Police/Neighbourhood Watch:** The BDC Street Scene Officer and the Police have been contacted with photographs of parked vehicles at Crouch Green obstructing sight lines at the junction of Nunnery Street with the A1017, but both maintain it is not their responsibility.

**Action:** Clerk to contact North Essex Parking Partnership.

**7.2 ECC Report:** Apologies for absence were received from Cllr David Finch. The clerk had forwarded to Councillors an email about new funding initiatives which are being launched by Essex County Council.

**Action:** This will be an agenda item for the October meeting.

**7.3 BDC Report:** Cllr Johnson suggested obtaining quotes for professional repair of the footbridge at footpath 16, since the Public Rights of Way office at ECC is often slow to respond. Cllr Worley suggested a "bridge kit" which was supplied in the past for volunteers to install. Cllr Pewter raised a concern about insurance if this work was done by volunteers.

**Action:** The clerk will try again to contact PROW to determine how volunteers can carry out repairs.

**Action:** The clerk will obtain 3 quotes for replacement of the bridge before the October meeting.

Cllr Johnson also raised the issue of noise disturbance after permitted hours and at weekends from building work at Crouch Green. Other noise disturbance from building work in the village had also been reported

**Action:** The clerk has confirmed that noise disturbance is a planning enforcement issue, and can be reported by residents on a form which is available from the BDC website at

[https://www.braintree.gov.uk/info/200125/planning\\_and\\_building/292/planning\\_enforcement/2](https://www.braintree.gov.uk/info/200125/planning_and_building/292/planning_enforcement/2)

Cllr Johnson informed the council that if objections are raised to any planning applications, the Planning Committee at BDC would expect a representative of the parish council to present their case at the appropriate meeting.

Apologies for late arrival were received from District Cllr Jo Beavis. She gave a report at item 12.4.

## 8. PLANNING

*Applications received:*

**17/01585/LBC** Repainting of all external rendered walls and woodwork

7A Falcon Square CO9 3BY

No objections to

improving the exterior; however Councillors would request that careful consideration be given to the colour, and the impact of painting in a different colour only half of what was originally all one building in this prominent location in the Conservation area.

**17/01687/FUL** Erection of two storey rear extension following demolition of existing two storey rear extension

Rose & Maple Cottage Sudbury Road CO9 3AG

No objections

*Applications determined:*

**17/00242/TPOCON** Notice of intent to carry out works to tree in a Conservation Area - Lime tree at end of the drive carry out a reduction/ structural pollard by 2 metres off the top and 2 and a half metres from sides, works to be carried out in late summer/autumn.

22 Queen Street CO9 3EZ

Application GRANTED

## 9. FINANCE

The monthly accounts were approved and payments agreed for authorisation. The clerk reported that the September precept payment of £12,261.00 has been confirmed, but is not yet in the bank so the current account balance at the end of September will be around £26,000.

**Proposed:** Cllr Hood

**Seconded:** Cllr Toocaram

Agreed unanimously

<b>Sep-17</b>	<b>Payments in Month</b>	<b>Details</b>	<b>Amount</b>
DD	Eon	Electricity New Park	£22.26
DD	British Gas	Electricity Toilets	£9.75
DD	BCE Holdings Ltd	Peoples Pension	£15.78
B/P	BDC	Rates Pump House Oct	£5.00
B/P	Staff	Salaries	£1,460.92
B/P	E C Waters	Home as Office Sept	£40.00
B/P	A&J Lighting	Monthly Charge	£10.08
B/P	E C Waters	Expenses	£35.15
B/P	HMRC	Tax/NI	£66.37
B/P	C H Club	Meeting Room Hire	£20.00
B/P	M D Landscapes	Grass Cutting	£1,869.60
B/P	Darkins Supply Stores	Maintenance supplies	£43.10
B/P	PKF Littlejohn	Annual Return	£240.00
300351	Hedingham Castle	Recreation Field Lease	£37.50
<b>TOTAL in month</b>			<b>£3,838.01</b>

<b>Sep-17</b>	<b>Receipts in Month</b>	<b>Details</b>	<b>Amount</b>
01-Sep	Daniel Robinson	Inscription Ashes 26	£210.00
29-Sep	BDC	Precept 2nd Instalment	£12,261.00
<b>TOTAL in month</b>			<b>£12,471.00</b>

#### **Accounts balances at 25 September 2017**

Unity Trust Current account	£13,693.97
Unity Trust Deposit account	£25,230.71
Cambridge & Counties 95 day	£56,081.89
Nationwide Treasurers Trust	£20,107.35
	<b>£115,113.92</b>

#### **10. CASTLE HEDINGHAM RECREATION FIELD**

The Chairman summarised the current position, that the Parish Council is very disappointed in the response from Cllr Butland at BDC giving no answer to the request to use the BDC owned land at New Park for a play area, but instead requesting that Mr Lindsay write a letter to the Parish Council setting out the terms of his offer of an alternative site to the current recreation field. The Parish Council's response to Cllr Butland following the August meeting has not yet been replied to, although it has definitely been received. A letter from Mr Lindsay has now been received, and offers a 20 year lease on part of the old allotment field by the Memorial Hall if planning permission is granted on the Castle's land at Sudbury Hill. No planning application has been submitted, and this may not happen for many years. Councillors are concerned that dialogue has been taking place between the Asset Manager at BDC and Mr & Mrs Lindsay, to the exclusion of the Parish Council. It was agreed that despite the asset value of their land, BDC has a responsibility to the residents of Castle Hedingham to provide a decent recreation space as part of their Open Spaces policy.

The complexities of the issue were discussed in some detail, and a variety of options were considered regarding the next steps to be taken, including a public meeting at the appropriate time. All Councillors agreed that the focus of the Parish Council's approach has to be the BDC owned land at New Park, as BDC could make this available for a play area in the near future if they choose to do so. The meeting with Cllr Butland in June made this request quite clear, including marking out an area of the land to show the size of

play area needed. This request has so far been ignored and the parish is left with no designated informal recreation land following the Local Plan Sub-Committee meeting in May.

**Action:** The clerk will forward a copy of Mr Lindsay's letter to Cllr Butland, and repeat the Parish Council's request for a play area on the BDC owned land at New Park. Copies will be sent to County Councillor David Finch and Mr James Cleverly MP.

**Action:** The clerk will respond to Mr Lindsay confirming the Parish Council's understanding of the terms offered

**Action:** The clerk will draft a press release to assist the press in reporting this news correctly.

## 11. CORRESPONDENCE TO NOTE

**Essex Highways:** Stakeholder survey to be completed on behalf of the Parish Council

**Essex Police:** Information on community protection and staying safe following recent terrorism.

**Neighbourhood Watch:** Information on Operation Mercury – advice on how to deal with the increased risk of crime when the clocks go back in October.

**Greenfields Housing:** Lunch and Learn Sessions being launched in Braintree district

**Essex Libraries:** A consultation is underway regarding the mobile library service which is under review. This can be completed online at <http://libraries.essex.gov.uk/news/mobile-library-service-consultation/> or paper copies can be picked up at libraries and mobile libraries. Deadline to respond is 6<sup>th</sup> November.

**Action:** Alternative options to mobile libraries to be considered. Agenda item for October meeting

## 12. REPRESENTATIVES AND WORKING GROUPS REPORTS

**12.1 High Speed Broadband:** The PCC has not yet received notification of a faculty for installation of wireless broadband transmitter on the church tower. This will be chased up

**12.2 Magna Carta artefacts:** It was accepted that the permanent home for these is unlikely to be the church. The embroidery is currently on display at the Castle, although this does not strictly meet the grant criteria for making it freely accessible to the public. Consideration will be given to displaying the three artefacts in the Memorial Hall or the Club.

**12.3 Memorial Avenue of Trees:** 10 more trees are needed, and have been offered at half price for November planting. The British Legion is interested in being involved in the Commemoration of the end of World War I in 2018. A design for a permanent Memorial Board is being developed.

**12.4 Village Shop:** District Cllr Jo Beavis explained how her community foundations work in Gosfield and Braintree District. It is possible that an agreement can be reached quickly with the owner and potential buyer of the village shop, in order to create a community convenience store in part of the premises, staffed by volunteers. All profits from the shop would be ring-fenced for Castle Hedingham projects. The project will be facilitated by the Parish Council but run by the Braintree District Foundation in the first instance until a Castle Hedingham Foundation (Community Interest Company) is set up if the shop is successful.

**Action:** Cllr Beavis will provide necessary details from successful projects to the clerk, in preparation for contacting residents and organising a public meeting about a Community Shop in Castle Hedingham.

## 13. AGENDA ITEMS FOR NEXT MEETING

- **Thermostatic line marker kit for replacing white lines in the village**
- **New funding opportunities from Essex County Council**
- **Mobile Library Service review and consultation – consideration of options for the village.**
- **Condition of land at Woodyard at Station Road, and future plans for the site by landowner.**

### DATE OF NEXT MEETINGS:

**Ordinary Parish Council** Monday 23<sup>rd</sup> October 2017 at 7.45pm Castle Hedingham Club

**Ordinary Parish Council** Monday 27<sup>th</sup> November 2017 at 7.45pm Castle Hedingham Club

**The meeting closed at 9.37 pm**

SIGNED (CHAIRMAN)

DATE