Parish of Castle Hedingham
Mrs Claire Waters (Parish Clerk)
[redacted]
07845 056597 castlehedinghamparishclerk@gmail.com

MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL, HELD ON MONDAY 8th AUGUST 2022, 7.30PM AT CASTLE HEDINGHAM CLUB

Present: Cllrs Doe, Dover, Gransden, Jordan, Southgate, Toocaram, Westrop.
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: Cllr Johnson BDC, Cllr Beavis BDC to item 10
Clive Clark, Chairman of the Social Club Committee (from item 12)

1. APOLOGIES FOR ABSENCE

Cllrs Bayes and Veater gave apologies for absence. Cllr Peter Schwier ECC also apologised for absence

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the ordinary meeting of 11th July 2022 were approved as a correct record and signed by the Chairman
Proposed: Cllr Gransden **Seconded**: Cllr Westrop Agreed unanimously

3. POLICIES REVIEW

3.1. The Environmental Policy was readopted for 2022-23
Proposed: Cllr Gransden **Seconded**: Cllr Toocaram Agreed unanimously
Action: All Councillors to consider ongoing actions which can be added to or updated in the Environmental Policy action plan and forward suggestions to the clerk.
3.2. The Reserves Policy was adopted for 2022-23
Action: Categories of Earmarked Reserves were discussed at item 10 and will be an agenda item for the September meeting
Proposed: Cllr Doe **Seconded**: Cllr Jordan Agreed unanimously

4. DECLARATIONS OF INTEREST

Cllrs Toocaram and Westrop declared an interest in item 7.1

5. PUBLIC FORUM

None

6. PROGRESS CHECK

6.1. Station Rd footpath: Clearance by the grass cutting contractor MD Landscapes at a cost of £250.00+VAT was noted, an excellent job had been done including disposal of waste.
Action: Village Maintenance to continue with regular strimming to keep growth down. It was agreed that MD Landscapes had been a cost-effective option for a major job that is time consuming for Village Maintenance operatives.
6.2. St Nicholas Churchyard trees: Completion of work was noted, including removal of 2 diseased trees, cutting back of the yews at Falcon Square and reducing the height of trees along the Church Lane wall away from overhead lines. As the grass cutting schedule is postponed due to the drought, the Chairman is meeting MD Landscapes to discuss vegetation tidying work at St Nicholas Churchyard.
6.3. Public Toilets: The clerk confirmed plumber Ferg Ranson has been asked to check the sink waste connections in all the toilet cubicles for possible repairs needed. He has also been asked to invoice for connection of the new stand pipe from the toilets to the Community Garden. Replacement for the broken window glass at the public toilets is also in hand.

7. HIGHWAYS & PUBLIC RIGHTS OF WAY

Cllrs Toocaram and Westrop left the meeting.

7.1. RESOLVED- Footpath 25: To respond to the Made Order by ECC to divert Footpath 25 (Pye Corner to Rosemary Lane), with objections relating to public enjoyment of the path. Objections will be assessed against the Highways Act 1980 s119 https://www.legislation.gov.uk/ukpga/1980/66/section/119. Members of the public should send representations about or objections to the order in writing to Alan Roscoe, Definitive Map Service, Essex County Council, Seax House, 2nd Floor, Victoria Road South, Chelmsford CM1 1QH by 1 September 2022.

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

Cllrs Toocaram and Westrop returned to the meeting

7.2. Footpath Fingerposts and bridges: To assist the new PROW officer in scheduling summer/autumn works, a bridge repair at Footpath 19 has been reported

Action: Cllr Toocaram will walk footpaths where further bridge repairs may be needed and report back

Action: Missing/broken roadside fingerposts – please report these to the clerk with the exact location

Action: Clerk to request yellow waymarker signs for landowners to replace any damaged or missing.

7.3. Highways Repairs, Village Centre: A response was noted from senior Highways Officers who have assured Cllr Schwier ECC that they will endeavour to give the Parish Council 3 days' notice to enable parked cars to be moved before attempting to carry out white lining and other works.

8. REPORTS

8.1. Police/PCSO/Neighbourhood Watch. Police reports have been circulated to Councillors

8.2. Essex CC report. None.

8.3. Braintree DC reports: Cllr J Beavis reported

BDC Local Plan Section 2: was adopted by Full Council on July 25th 2022. The 5 year housing supply and buffer has been confirmed, with 14,320 homes to 2033. The new Local Plan now informs all planning decisions and replaces the previous Local Plan Review 2005 and Core Strategy 2011. Section 2 contains all maps and policy areas including S106 requirements. There is no allocation of sites in Castle Hedingham, and only one remaining in Sible Hedingham which is the old Tanners site. Cllr Beavis felt that with the regeneration of the old Premdor site, the Hedinghams had done their bit for the district. She is still very disappointed that the S106 agreement and the new Medical Centre have not yet been delivered.

Members Forums: The proposals for Members Forums to discuss large developments at an early stage and include interested parties including Parish Councils were adopted, the only amendment being to also include County Councillors at early stages of discussions.

BDC Chief Executive: A new Chief Executive is joining BDC and replacing Andy Wright

Footpath Pottery Lane to New Park: Cllr Beavis had been asked by a resident about tall hedges along either side of the footpath. These are the responsibility of property owners and this has already been reported to the clerk who is in the process of assessing how this is best resolved.

Riverside Walk: In answer to a question from Cllr Toocaram, Cllr Beavis confirmed she had raised a written question with BDC regarding their holding of S106 money, and has recently received a written response which she will be publish in due course.

Cllr H Johnson agreed that the completion of the Riverside Walk was long overdue. He also commented on the Local Plan adoption, hoping that there will be fewer objections meaning time is saved for Braintree Planning decisions.

Crouch Green SID: Cllr Johnson continues to report that this speed indicator device is not working, and feels that countryside areas are neglected by Essex Highways compared to the towns. He commented on the speed and noise at the A1017 particularly from motorbikes. Speed traps occasionally take place with some success.

Noise complaints: residents have complained about loud music from gardens at Crouch Green

9. PLANNING

Applications received:

22/01850/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Reduce all trees around boarder, along Sheepcott road at least 1 meter below electricity cables and shape, Reduce Golden

Leylandi by 2 meters, Pollard large deciduous tree in garden to old points, it is dominating garden, possibly Twisted Willows
Trinity Cottage Sheepcot Road CO9 3HB *No objections*

22/01988/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Carry out works to various trees as listed on the application form
Sheepcote 23 Queen Street CO9 3HA *No objections*

22/01968/AGR Application for prior notification of agricultural or forestry development - Alteration and extension to existing cartlodge to create additional store, new entrance and greenhouse to link to existing barn. Demolition of piggery. Extension of hardstanding and alterations to internal roads and access
Rushley Green Farm Rushley Green CO9 3AH *For information only - no comment required*

Applications determined
22/01263/TPO Notice of intent to carry out works to tree protected by Tree Preservation Order 5/2013 - Yew trees - Prune back to previous point
St Nicholas Church Falcon Square *Application PERMITTED*

22/01649/TPOCON Notice of intent to carry out works to trees in a Conservation Area - T1 x Contoneaster - Fell, T2 x Mountain Ash - 0.5m Crown Reduction, T3 x Wysteria - Fell, T4 x Horse Chestnut - 2m Crown Reduction, T5 x Red Horse Chestnut - Prune limbs overhanging neighbours property/roof. Approx - 1m, T6 x Sycamore - Dangerous Limb Removed (Weak union- signs of failure)
5 King Street CO9 3ER *Application PERMITTED*

10. FINANCE
10.1. The monthly payments were approved for authorisation by two Councillors (*see Appendix 1*).
Proposed: Cllr Toocaram **Seconded**: Cllr Southgate Agreed unanimously
The monthly bank reconciliation was checked and signed by Cllr Gransden. A summary report of income and spending against budget up to the end of July 2022 had been sent to all Councillors. The clerk reported that the current account balance was low at the end of July, but receipt on 5th August of the 2021-22 VAT reclaim of £4,448.57 means it is unlikely funds will need to be transferred from reserves as the 2nd instalment of the precept is due towards the end of September.
Action: New Park street lights - following transfer of Eon electricity accounts to Npower, the direct debit has not been taken regularly and no invoices received. The clerk is chasing this up with Npower
10.2. Reserves Policy 2022-23: Necessary earmarked reserves were discussed, in preparation for budget reviews between September 2022 and January 2023. *Agenda item for September meeting*
10.3. RESOLVED - Wethersfield Airfield Scrutiny Committee (WASC): a donation of £300.00 will be made to Wethersfield Parish Council to support the WASC campaign in opposition to the two mega prisons at Wethersfield Airbase
Proposed: Cllr Gransden **Seconded**: Cllr Toocaram Agreed unanimously

11. CASTLE HEDINGHAM CEMETERY
11.1. The clerk had forwarded to Councillors the correspondence from 8 people who had written to express their views about the Cemetery clearance in July, and the Parish Council was aware of the opinions expressed on the village Facebook pages. In responding to the concerns, it was agreed that people's views should be heard but that the recently updated Cemetery Regulations would stand and the policy on artificial flowers will not be changed. Complaints about the condition of the cemetery in general were discussed. Due to the extremely dry weather, grass cutting has been suspended for the whole village as this costs over £1,000 per month. Summer wildflowers at the old section of the cemetery which are left to flower annually had not been strimmed, but this has now been done. Levelling and grass seeding of newer graves can only be done if the graves are clear of unauthorised items and during wetter weather. This work is planned for the lawn cemetery in autumn.
Action: The clerk will re-draft the letter and respond to all those who have been in direct contact.
11.2. RESOLVED: An initial proposal for a Castle Hedingham Memorial Gardens project at the Cemetery was discussed and approved in principle to be taken to the next stage. Staff time and cost will

need to be given serious consideration and the clerk suggested that a meeting with Village Maintenance operatives, the grass cutting contractor and the clerk at the Cemetery is the next step
Proposed: Cllr Southgate **Seconded**: Cllr Doe Agreed unanimously

Clive Clark joined the meeting as Chairman of the Social Club Committee

12. VILLAGE PARK

12.1. Community Garden/Allotment Cllr Jordan proposed a Village Park group meeting to progress plans, this will take place on Thursday 1st September at 4pm at the park.

12.2. Tree Planting: The planting of the Platinum Jubilee Oak will be decided at the Village Park group meeting on 1st September. This has now been paid for in full by the family of Sonia Allfrey, past Chairman of the Parish Council.

12.3. Parking at Village Park: Parking on the grassed areas of the park was discussed. It is understood that overflow parking is sometimes needed but there are concerns about safety for users of the park and parking becoming a "free-for-all". Options discussed:

- Fencing and a gate at the Memorial Hall access. Access to the dropped kerb onto the grass should not be blocked as this is wheelchair/mobility scooter access.
- Posts across the boundary with some removable to enable vehicle access with permission
- Stewarded parking for large events including those booked at the Club and Hall
- Temporary posts and cordon tape to limit vehicle access to a parking area when needed

Action: Clerk to contact Gestingthorpe Parish Council who have recently installed posts at their playing field, and contractors for quotes. Clerk to contact Hall Committee to involve them in discussions.

13. CORRESPONDENCE TO NOTE

Resident of New Park: The clerk reported a phone call regarding St James's Well at the BDC land at New Park, suggesting it might be reinstated as a public water supply. The resident will be put in contact with members of the Hedinghams Heritage Society initially to discuss, as they have researched the site.

Braintree District Council: The Office for National Statistics (ONS) have published the first results from the Census 2021.This first release of data from the 2021 survey includes five datasets containing population and household estimates for England and for Wales, rounded to the nearest 100, at local authority level. Further data releases are expected in autumn 2022.

RCCE: Latest edition of Essex Warbler magazine

14. AGENDA ITEMS FOR NEXT MEETING

- Facebook: To consider a Parish Council Facebook page
- Reserves Policy: To consider allocation of earmarked reserves and level of general reserve.

15. NEXT MEETING

Monday 12th September	**7.30pm**	**Ordinary Parish Council**	**Castle Hedingham Club**
Monday 10th October	**7.30pm**	**Ordinary Parish Council**	**Castle Hedingham Club**
Monday 14th November	**7.30pm**	**Ordinary Parish Council**	**Castle Hedingham Club**

The meeting closed at 9.30pm

SIGNED DATE
(CHAIRMAN)