



## Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)  
25 Bayley Street, Castle Hedingham, Essex CO9 3DG  
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### NOTICE OF MEETING

**Dear Councillor:** You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 17<sup>th</sup> April 2023 at 7.30pm at Castle Hedingham Club, Church Lane** for the purpose of transacting the business set out on the attached agenda.

Signed: *Claire Waters*

Clerk to the Council

Date: 11<sup>th</sup> April 2023

***THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND***

### AGENDA

#### 1. APOLOGIES FOR ABSENCE

#### 2. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting of 13th March 2023.

#### 3. DECLARATIONS OF INTEREST

Councillors to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests relating to items on the agenda

#### 4. PUBLIC FORUM

15 minutes of public participation. 3 minutes for each contribution.

#### 5. PROGRESS CHECK:

Village maintenance issues and update on actions from last meeting

#### 6. HIGHWAYS & PUBLIC RIGHTS OF WAY

Update on Highways & Footpath issues and any new problems to report.

**6.1. Footpath 16 Maiden Ley:** To confirm that the re-routing of the footpath has been approved by Public Rights of Way. New signs have been requested for diverted route.

**6.2. Nunnery Street, Pye Corner:** Road closure 26th April 2023 for 3 days for fencing/ironworks/signage work. <https://one.network/?tm=133103987>

**6.3. St James Street:** Jubilee Street Party – Temporary Closure 11.00am - 6.00pm, Sunday 7th May 2023

#### 7. REPORTS

**7.1.** Police/PCSO/Neighbourhood Watch.

**7.2.** Essex CC report

**7.3.** Braintree DC reports – to include update on Wethersfield Airfield proposals by Home Office

#### 8. PLANNING

*Applications received:*

**23/00682/TPO** Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - Reference: 12/21 - T1 TG2 Pine (Scots) Remove the taller/ closer of the two trees close to ground level.

13 Bayley Street CO9 3DQ

*Comment due 18<sup>th</sup> April*

**23/00711/TPOCON** Notice of intent to carry out works to trees in a Conservation Area: T1 - 8x Leylandii Trees - Reduce height from approximately 5m to 3m T2 - 2x Leylandii Trees - Fell to ground level

Caxton Cottage Nunnery Street CO9 3DN

*Comment due 18<sup>th</sup> April*

**23/00708/LBC** Proposed installation of two low level windows to the north west elevation

9 St James Street CO9 3EN

*Comment due 19<sup>th</sup> April*

**23/00779/FUL** Demolition of existing conservatory to front of property  
Doulton Lodge Pottery Lane CO9 3EU

*Comment due 27<sup>th</sup> April*

*Applications determined*

**22/03382/LBC & 22/03329/FUL** Change of use from beautician room (Sui Generis) to 1No. 2-bedroom holiday let (Use Class C3) and the restoration of existing tearooms and Post Office  
Buckleys & Magnolia Tea Rooms 7A St James Street Essex CO9 3EJ

*Application PERMITTED*

**23/00132/LBC** Conversion of a downstairs room (formerly a kitchen) into a bathroom. Building of a partition wall with doorway to enclose the room and installation of extractor fan  
21 Queen Street CO9 3HA

*Application PERMITTED*

**23/00276/HH** Erection of detached cartlodge  
Rosemary Barn Rushley Green CO9 3AJ

*Application PERMITTED*

## **9. FINANCE**

**9.1.** The monthly payments to be approved for authorisation by two Councillors

**9.2.** To note year end accounting reports and confirm arrangements for internal and external audit

## **10. COMMUNITY ALLOTMENT**

**10.1.** To note receipt of a £5,000 UK Shared Prosperity Fund Community Garden grant through Braintree District Council. This will fund sheds, rainwater harvesting, tools and seating etc.

**10.2.** To receive feedback from first informal Community Allotment group meeting on 11<sup>th</sup> April.

**10.3.** To approve Terms of Reference for Community Allotment working group.

## **11. REWILDING NEW PARK**

**11.1.** Update on progress on New Park rewilding project

## **12. CASTLE HEDINGHAM VILLAGE HALL**

To note the contents of annual H & S reports completed in March by Village Hall Committee members

## **13. CORONATION EVENTS MAY 2023**

Update on Coronation weekend events

## **14. CORRESPONDENCE TO NOTE**

## **15. AGENDA ITEMS FOR NEXT MEETING**

- Election of Chairman
- Signing of Declarations of Acceptance of Office and Submission of Registers of Interests
- Adoption of Standing Orders, Financial Regulations and Code of Conduct

## **16. NEXT MEETINGS:**

<b>Thursday 27<sup>th</sup> April 2023</b>	<b>7.30pm</b>	<b>ANNUAL PARISH ASSEMBLY</b>	<b>Castle Hedingham Village Hall</b>
<b>Thursday 4<sup>th</sup> May 2023</b>		<b>DISTRICT AND PARISH COUNCIL ELECTIONS</b>	
<b>Monday 15<sup>th</sup> May 2023</b>	<b>7.30pm</b>	<b>Annual Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 12<sup>th</sup> June 2023</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 10<sup>th</sup> July 2023</b>		<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>

**Councillors:** Cllr Penny Doe

Cllr Charlie Jordan

Cllr Jill Toocaram

Cllr Will Dover

Cllr Andy Smith

Cllr Mary Veater

Cllr Phil Gransden

Cllr Garry Southgate

Cllr Jessica Westrop

Copy to: **County Councillor:**

**District Councillors:**

**Essex Police**

**Neighbourhood Watch**

Cllr Peter Schwier

Cllr J Beavis

PC James Draper

VACANT

Cllr H Johnson