



**Parish of Castle Hedingham**

**Claire Waters (Parish Clerk)**

**25 Bayley Street, Castle Hedingham, Essex CO9 3DG**

**Tel: 07845 056597**

**email: castlehedinghamparishclerk@gmail.com**

**NOTICE OF MEETING**

**Dear Councillor:** You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 8<sup>th</sup> April 2024 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: 2nd April 2024

***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 Monday 11th March 2024 and the extra ordinary meeting of Monday 18<sup>th</sup> March 2024

**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

**5.1. Annual Parish Assembly:** To confirm arrangements for the assembly on Monday 20<sup>th</sup> May

**5.2. Summer Fete:** Update on suggestion of a fete at the Village Park on Saturday July 27<sup>th</sup> 2024

**5.3. Village Park:** Report from Village Park group on suitable play area project for a grant application

**5.4. Rewilding New Park:** update and arrangements for on-site meeting

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

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

**6.1. 20's Plenty for Essex:** To note initial responses to a 20s Plenty survey at

<https://www.castlehedingham.org/survey/> Full details of 20s Plenty are at <https://www.20splenty.org/>

**7. REPORTS**

**7.1.** Police/PCSO/Neighbourhood Watch. Car number plates discarded at Sheepcot Road have been reported to the local PC team.

**7.2.** Essex CC report – Cllr Peter Schwier's annual report is at <https://castlehedingham.org/latest-news/>

**7.3.** Braintree DC reports – latest Wethersfield Airfield update is at <https://castlehedingham.org/latest-news/>

**8. PLANNING**

*Applications received:*

**24/00567/HH** New access and off-road parking

58 Nunnery Street CO9 3DP

*Comment due 9th April 2024*

*Applications determined*

**24/00232/TPOCON** Notice of intent to carry out works to trees in a Conservation Area: Holly (T1) -

Remove tree to a stump Sycamore (T2) - Remove tree to a stump

Castle Hedingham Tennis Club St James Street CO9 3EW

*Application PERMITTED*

**9. FINANCE**

**9.1.** The monthly payments to be approved for authorisation and monthly bank reconciliations checked

**9.2.** To note year end bank reconciliation and financial reports, and to confirm arrangements for internal & external audit.

**10. PUBLIC TOILETS**

**10.1. BDC Service Level Agreement:** To ratify decision to sign the agreement for the next 5-year period to 2029, this was due by March 31<sup>st</sup> 2024. The terms of the agreement remain unchanged

**10.2. Door replacement:** To consider any quotes received for replacement of baby change & maintenance cupboard doors

**11. CASTLE HEDINGHAM CLUB & VILLAGE HALL**

To consider any quotes received for repair to front and rear flat roof of Social Club and rear flat roof of Hall

**12. COMMUNITY ALLOTMENT**

**12.1.** To note grant fund report submitted to BDC for the year 1 Levelling Up Community Garden funding.

**12.2.** To approve location for bike rack at Village Park

**13. CASTLE HEDINGHAM CEMETERY**

**13.1.** To note report from Burial Board meeting at the Cemetery on Monday 18<sup>th</sup> March

**13.2.** To approve in principle a permanent memorial for the baby/infants area of the Old Cemetery

**14. CORRESPONDENCE TO NOTE – None**

**15. AGENDA ITEMS FOR NEXT MEETING**

**16. NEXT MEETING**

<b>Monday 13th May 2024</b>	<b>7.30pm</b>	<b>Annual Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 20th May 2024</b>	<b>7.30pm</b>	<b>ANNUAL PARISH ASSEMBLY</b>	<b>Village Hall</b>

<b>Councillors:</b>	Cllr Julia Allen	Cllr Andy Deeks	Cllr Penny Doe
	Cllr Will Dover	Cllr Beverlee Foulkes	Cllr Stuart Mowle
	Cllr Andy Smith	Cllr Garry Southgate	Cllr Jessica Westrop

Copy to: **County Councillor:** Cllr Peter Schwier  
**District Councillors:** Cllr J Beavis Cllr W Taylor  
**Essex Police** PC James Draper  
**Neighbourhood Watch** VACANT