



Parish of Castle Hedingham
Mrs Claire Waters (Parish Clerk)
25 Bayley Street, Castle Hedingham, Essex CO9 3DG
07845 056597 castlehedinghamparishclerk@gmail.com

**MINUTES OF A MEETING OF CASTLE HEDINGHAM PARISH COUNCIL,
HELD ON MONDAY 14th FEBRUARY 2022, 7.30PM AT CASTLE HEDINGHAM CLUB**

Present: Cllrs Bayes, Doe, Dover, Gransden, Southgate, Veater, Westrop.
In the Chair: Cllr Southgate
Clerk: Claire Waters
Also Present: Two parishioners including Cllr R Van Dulken, BDC
Cllr P Schwier ECC (item 6 to item 7)
Cllrs J Beavis & H Johnson BDC (item 7)

1. APOLOGIES FOR ABSENCE

Cllrs Jordan and Toocaram apologised for absence

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the ordinary meeting of 10th January 2022 were approved as a correct record and signed by the Chairman

Proposed: Cllr Gransden **Seconded:** Cllr Bayes Agreed unanimously
The minutes of the extraordinary meeting of 24th January 2022 were approved as a correct record and signed by the Chairman

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

3. DECLARATIONS OF INTEREST

Cllr Dover declared an interest in a tree planning application at item 8 for his own property
Cllr Doe declared an interest in item 5.3 as landlady of the Bell Inn

4. PUBLIC FORUM

A resident referred the Parish Council to the changes in the Highway Code giving greater priority to pedestrians, cyclists and horses. He expressed his concern about traffic speeds through the village, and requested a 25mph speed limit throughout the residential areas and along Queen St/Station Road to Sible Hedingham.

The Chairman empathised with the concerns, and confirmed that a reduced speed limit from 40 to 30mph along Queen St/Station Road had been applied for in the past but rejected by Essex Highways. The Local Highways panel is assessing 30mph "Gateway Signs" at the approaches to the village and a Castle Hedingham Community Speedwatch group has an initial meeting on 14th March (item 5.1)

The resident left the meeting.

5. PROGRESS CHECK

Clerk's report, village maintenance issues and update on actions from last meeting

5.1. Community Speedwatch: An initial volunteer training session is planned for the morning of Monday 14th March. Residents wishing to join the speed watch group are welcome to contact Cllr Charlie Jordan for more details at charliechpc@gmail.com, or the Parish Clerk.

5.2. Dog Fouling: a recent increase in offending dog owners was discussed, with particular problems reported in the areas of Church Lane and Pye Corner. This is difficult to solve and worse in bad weather.

Action: A leaflet will be prepared for volunteers to hand out to all dog walkers asking for their help.

Action: Recycled dog poo bag dispensers with a public notice will be sited at the dog poo bin at Pye Corner and the street bin at the junction of Church Ponds/Church Lane

5.3. Pizza Van: Decision on take-away pizza van request to operate on a Monday at the Memorial Hall area. No response had been received from the owner to a recent email. The clerk will contact him again.

5.4. BDC Land at New Park: Correspondence between Cllr Kevin Bowers, BDC Cabinet Member for Housing, Assets and Skills and the Parish Council Chairman was noted. A second letter dated 10th

February from Cllr Bowers had been received by the Chairman. Several offers had been received for the site and BDC is currently conducting internal due diligence to decide whether to proceed with the sale or not. The physical limitations of the site, the Parish Council's position and rights as a current tenant on the land and as an interested party as representative and advocate for the community of Castle Hedingham had been noted by BDC. The Chairman's response to this letter dated 14th February requesting Cllr Bowers meet Parish Councillors at the location for further discussions was circulated to Councillors and a copy provided to District Councillors.

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

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

6.1. Footpaths: The clearance of part of the footpath between New Park and Pottery Lane by a resident was noted with thanks. Village Maintenance have cleared the bags of rubbish and finished the clearance.
Cllr Peter Schwier ECC arrived

6.2. Drains: A list of current drain problems listed on <https://www.essexhighways.org/track-it> was provided to Councillors. As well as delays in requested work being done, it also appears that the "Track It" tool is not being updated promptly or correctly. Cllr Schwier was asked to investigate this possibility.

6.3. Footpath 15: Cllr Gransden reported the section of FP 15 from Station Rd alongside the old timberyard is now in a dangerous state. It was agreed to consider closing the footpath to the public for safety reasons if Essex Highways will not carry out a repair, which has been requested many times.

Action: Cllr Gransden will provide photos of the problem, to be forwarded to Cllr Schwier to chase up.

6.4. Speed issues: The Chairman informed Cllr Schwier of resident concerns about traffic speed raised in the public forum

Action: The clerk will email Cllr Schwier details of the requested speed limit reduction from 40mph to 30mph along Station Road, so he can investigate this request with Essex Highways.

Action: Cllr Schwier is setting up "online surgeries" via Microsoft Teams where clerks can meet him together with Highways Officers to raise problems. These commence in March; the clerk will attend.

6.5. Other problems outstanding: White Keep Clear markings at Church Lane, defective 40mph SID at Crouch Green and 30mph SID at Sudbury Hill will also be raised with Cllr Schwier by email and/or via the new online surgery meeting.

7. REPORTS

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

7.2. Essex CC report. Cllr Schwier reported on information which had been sent by email via the clerk:

- VAS/SID – new ways of Parish Councils applying for or purchasing Speed Indicator signs
- Solar Together Scheme
- Energy and Food Vouchers
- Highway Code changes
- Green Homes Grants: £5.2 million available, up to a maximum of £10,000 per grant
- Boundary Commission: proposed changes to the Hedinghams parliamentary boundary (item 15)
- ECC Recycling Centres: new booking system for vans, whether commercial or privately owned.
- Essex Libraries: the proposed draft plan has received over 2,000 responses so far
- ECC Budget: Agreed at last Thursday's meeting, with a 4.5% increase and 2.5% for social care

Cllr Schwier left the meeting

Cllrs Beavis & Johnson arrived

7.3. Braintree DC reports: Cllrs Beavis & Johnson reported:

- Sheepcot Rd Avenue of Hope: Cllr Beavis was delighted to see the daffodils starting to show
- BDC bulbs and tree whips: leftover stock has been delivered to the Memorial Hall car park
- BDC Budget: A Government scheme for Council Tax relief of £150 applies to Band A to D
- Planning Enforcement, Cycling Strategy and Climate Strategies are all supported by the budget
- Councillors Community Grant: This has reduced to £1250 per year for each District Councillor
- Fly tipping: BDC had cleared two large local fly tips today. A possible link to the new booking system for vans at recycling centres is being monitored by BDC Waste & Refuse teams. Residents are encouraged to ask any contractors employed to remove rubbish for evidence of a waste licence

- Litter picking: Cllr Beavis has made stocks of purple sacks, hi-vis jackets and litter pickers available at the Village Shop. Darkins will also keep supplies. Members of the public are welcome to pick up anything they need if they wish to carry out a litter pick on a walk around the village.
- Heddinghams Medical Centre: The application should be coming to planning committee soon
- Wethersfield Prison Proposals: No formal plans have been submitted but scoping is in progress.
- BDC Planning Forums – this is a new scheme to involve local Councils in large scale planning applications, the details of how it will work are being debated at BDC full Council in March.
- Queen’s Platinum Jubilee: The District Council are leaving parishes to run their own events.
- Coronavirus Business Support grants: These are still available, businesses are encouraged to apply
- Levelling Up White Paper
- BDC Land at New Park – Cllr Johnson believes this has been badly handled in the past and welcomes the new willingness to communicate with the Parish Council
- Riverside Walk: A number of trees were down and the Castle Heddingham end is dangerous and inaccessible. Parish Councillors agreed this is a vital pedestrian access to the new surgery.
- Power outages: Cllr Johnson is keeping a diary of the frequency and length of power cuts
- Halstead Corner road signs: These have been damaged by an accident but not cleared for months, he is investigating whether they can be removed by volunteers.
- Footpath 15: Cllr Southgate updated District Councillors about the unsafe section. Cllrs Beavis and Johnson are aware of the problem and will support the Parish Council in requests for a repair

Cllrs Beavis & Johnson left the meeting

8. PLANNING

Applications received:

22/00236/TPO Notice of intent to carry out works to tree protected by Tree Preservation Order 12/11 - Sycamore (T1) Fell tree due to decay at the basal union between the 2 co-dominant leads. The neighbour’s house is within striking distance, should this lead fail. The recommendation would be fell the tree, grind the stump and plant a suitable replacement in a similar location

Bailey Lodge Pye Corner CO9 3DE

No objections

22/00237/TPOCON Notice of intent to carry out works to a tree in a Conservation Area - Eucalyptus (T1) Fell the tree This tree is poorly rooted on a mound. If left to get much taller, it is at risk of failure. |

Binghams Pottery Lane CO9 3EU

No objections

22/00239/TPOCON Notice of intent - works to tree in a Conservation Area - Cut down Conifer tree

7 Castle Close CO9 3DH

No objections

Applications received: Decisions ratified

22/00053/HH & 22/00054/LBC Erection of detached cartlodge and attached covered store

26 St James Street CO9 3EW

Joint and several interest declared. No objections

22/00036/TPOCON Notice of intent to carry out works to a tree in a Conservation Area - Reduce Plum tree to the height of the wall approx 7ft high which is an 8ft reduction in height

23 Bayley Street CO9 3DG

Joint and several interest declared. No objections

22/00006/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Removal of 5 densely grown Cupressus/Cypress spp. due to excessive shading and overcrowding of 2 cherry trees and 2 Hawthorns. Proposal to replant native hedgerow plants at boundary, behind current trees

7 Church Lane CO9 3DA

Joint and several interest declared. No objections

21/03706/TPOCON Notice of intent to carry out works to trees in a Conservation Area - False Acacia - wish to cut overhanging branches back by 2 metres as last year which are causing shade to our garden, and also to cut back a maximum of 3 of the branches by 4 metres as some of the larger branches that dont overhang as tree has not been pruned much over the past few years and has got very tall

High House 2 St James Street CO9 3EJ

No objections

It was noted that this False Acacia and one at Rushley Green may have a connection to botanist and naturalist Mark Catesby who was born and baptised in Castle Hedingham. The specimen at Rushley Green, while not under threat, might be considered for a Tree Preservation Order, BDC to be notified.

21/03756/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Sycamore (T1) Remove the lowest 3 branches. Crown thin by 25% and crown clean, Cypress (T2) (neighbours tree) Cut back all overhanging branches and reduce in height by 1.5metres

9 Church Lane CO9 3DA

No objections

21/03757/TPOCON Notice of intent to carry out works to trees in a Conservation Area - Birch (T1&2) Crown reduction of both trees to the previous cuts

The Silvers Pottery Lane CO9 3EU

No objections

Applications determined:

21/03716/TPOCON Notice of intent to carry out works to tree in a Conservation Area - Reduce and reshape a Ginkgo by 1/3rd (10-15)

25 Bayley Street CO9 3DG

Application PERMITTED

21/03190/FUL Change of use of existing barn and 2No. holiday lets to 1No. 4-bedroom dwelling house (Class C3), along with associated extensions, repositioning of vehicular access and erection of detached outbuilding incorporating garage, workshop, gym/office and attic studio

Rosemary Barn Rushley Green CO9 3AJ

Application REFUSED

21/03122/HH & 21/03123/LBC Alterations to the dormer windows

12 Pye Corner CO9 3DF

Application PERMITTED

9. FINANCE

9.1. The monthly payments were approved for authorisation by two Councillors. The monthly bank reconciliation was checked and signed by Cllr Gransden.

Proposed: Cllr Southgate

Seconded: Cllr Veater

Agreed unanimously

Jan-22	Payments in Month	Details	Amount
DD	Eon (now nPower)	Electricity New Park	Delayed
DD	Bulb	Electricity Toilets	£25.17
DD	Wave	Water Toilets	£76.47
DD	Wave	Water Cemetery	£19.95
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.24
DD	B&CE Holdings	Peoples Pension	£67.80
B/P	Staff	Salaries	£1,477.64
B/P	HMRC	Tax/NI December month 9	£83.53
B/P	E C Waters	Home as Office January	£75.00
B/P	E C Waters	Clerk Expenses Dec 15th to Dec 20th	£89.39
B/P	A&J Lighting	Monthly Charge December	£11.40
B/P	A&J Lighting	Monthly Charge January	£11.40
B/P	P M Smith	Payroll Oct Nov Dec 2021	£48.00
B/P	AGCA	Leaf blower new carburettor	£131.34
B/P	E C Waters	Printer cartridges	£374.90
B/P	CH Club	January meeting x 2	£40.00
TOTAL in month			£2,533.23

Jan-22	Receipts in Month	Details	Amount
06-Jan	Harvey Darke	Interment Grave 244	£132.00
16-Jan	Abbey Memorials	Memorial Grave 289	£132.00
14-Jan	EALC	ECC CIF grant Community Garden	£5,000.00
17-Jan	UK Power Networks	Wayleave	£10.31
TOTAL in month			£5,274.31

Feb-22	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£56.25
DD	Bulb	Electricity Toilets	£22.64
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.21
DD	B&CE Holdings	Peoples Pension	£67.80
B/P	Staff	Salaries	£1,566.87
B/P	HMRC	Tax/NI January month 10	£81.73
B/P	E C Waters	Home as Office January	£75.00
B/P	E C Waters	Clerk Expenses Dec 20th to Feb 14th	£53.12
B/P	EALC	Council Finance Course - 3rd Feb PG	£84.00
B/P	A&J Lighting	Monthly Charge February	£11.40
B/P	CH Club	February meeting	£20.00
TOTAL in month			£2,040.02

Feb-22	Receipts in Month	Details	Amount
	NONE		
TOTAL in month			£0.00

Accounts balances at 14th February 2022

Unity Trust Current account	£19,303.09
Unity Trust Deposit account	£10,467.42
Cambridge & Counties 95 day	£34,915.63
	£64,686.14

9.2. Decision on purchase of St James St noticeboard from final quote received.

The final design was approved, at a cost of £1,975.00 +VAT. Since the driver who reversed into the noticeboard has not come forward, a claim has been made on the Parish Council insurance policy. A £400 excess must be paid which will be financed from Parish Council Historic Village Infrastructure reserve.

Proposed: Cllr Westrop **Seconded:** Cllr Doe Agreed unanimously

Action: A £350 + VAT installation charge was quoted, but Village Maintenance may be able to install.

Action: An Essex Highways Licence is needed for the installation of the noticeboard, clerk to complete.

9.3. Decision on purchase of new noticeboard for the Cemetery entrance from Concept signs as they are a local, cost-effective supplier and can match it with the War Memorial noticeboard already installed. This was discussed in more detail at item 10. *A decision has been deferred to the March meeting.*

10. CASTLE HEDINGHAM CEMETERY

10.1. **RESOLVED:** To approve revised Cemetery Regulations as revised by the Burial Board. The revised regulations will be published and communicated to funeral directors and relatives.

Proposed: Cllr Veater **Seconded:** Cllr Grandsen Agreed unanimously

10.2. To decide on maintenance actions to be carried out at the Cemetery (and new noticeboard -item 9.3)

An engraved Cemetery sign had been suggested by Concept Signs, similar to one at Great Yeldham. However the quote is £945 + VAT and may not be the best way to communicate cemetery regulations. The existing Cemetery noticeboard is not visible and could be moved. *Agenda item for March meeting.*

11. VILLAGE PARK

11.1. Update on actions agreed at the Village Park group meeting on 18th January. With regret, it was agreed that the bike jumps could not currently be developed due to cost and limiting the wider public use of the small space available at the park. The clerk has informed the boys and thanked them for their responsible attitude in approaching the Parish Council. Informal humps at the area will be left if possible.

11.2. Update on plans for Community Garden/Allotment and quotes received for the ground work. Since only one quote has been received so far, this item is deferred until the March meeting. A Village Park group meeting on 22nd February might be rearranged to enable Cllr Veater and the clerk to attend.

11.3. Consideration of actions to be taken following recent vandalism, antisocial behaviour and bullying. An incident of bullying has been reported to Hedingham School as the children were in uniform. To decide on additional security measures to be listed on the Open Spaces Action Plan for S106 funding.

Action: Cllr Southgate to investigate anti-vandal paint to discourage climbing on the shipping container

Action: Security measures to be added to the Open Spaces Action Plan to include installation of self-stopping taps and door reinforcements at the Public Toilets, and security lighting. CCTV is not eligible for funding via the Open Spaces Action Plan but other grant funding sources may be available.

12. PLATINUM JUBILEE CELEBRATIONS 2ND – 5TH JUNE 2022

Cllr Doe reported on a meeting of the Jubilee working group on events planned – all details subject to final confirmation of exact times and activities involved

- Thursday 2nd June, 5pm to 7.30pm at the Village Park with BBQ, Club bar and beacon lighting
- Sunday 5th June, 2-5pm, St James Street party. Bring your own picnic. Competitions and events.

Parish Council support needed: The Thursday event is suggested as the Parish Council party, with the Sunday event led more by the village as a whole. Final details of all events will be published in the May Parish Magazine (copy deadline April 15th for the May issue).

Action: Planting of a commemorative oak tree: clerk to contact family of past Parish Council Chairman Sonia Allfrey as they have previously expressed an interest in sponsoring a tree in her memory.

Action: Clerk to research possible source for used telegraph pole for the beacon at the Village Park

13. NATIONAL GRID BRAMFORD TO TWINSTEAD TEE

Public meetings are being organised by the Stour Valley Underground group who are considering the impact of the proposals across the district. The group operates on Facebook at

<https://www.facebook.com/groups/748834392683424> The first public meetings were held in Alphamstone on February 3rd and Wickham St Paul on February 10th and further meetings are planned. The National Grid statutory consultation ends on 24th March 2022 and can be accessed at

<https://www.nationalgrid.com/uk/electricity-transmission/network-and-infrastructure/bramford-twinstead/our-proposals>

14. WETHERSFIELD PRISON PROPOSALS

Public meetings are being organised by WASC (Wethersfield Airfield Scrutiny Committee), a group of Parish Councils who are campaigning against the proposals to build two prisons at the airfield site. Some local Parish Councils are committing 10% of their annual precept to a fighting fund. It is expected that Castle Hedingham and Sible Hedingham Parish Councils will be approached to join the group, but have not been formally contacted yet.

15. CORRESPONDENCE TO NOTE

- **Boundaries Commission Review-Public hearings:** The secondary consultation on the proposed new map of parliamentary constituencies in England from 2023 will take place from Tuesday 22 February to Monday 4 April 2022. Comments on the proposed new Haverhill & Halstead constituency for Castle Hedingham can be submitted via, <https://www.bcereviews.org.uk/>, by email or letter, or in person during a public hearing. See <https://boundarycommissionforengland.independent.gov.uk/2023->

[review/public-hearings/](#) for more information. Castle Hedingham Parish Council has already submitted an objection response to the first consultation

16. AGENDA ITEMS FOR NEXT MEETING

- Pay review – deferred from March 2021 due to delays in reaching a Public Sector Pay Agreement.
- Cemetery noticeboard and display of regulations

17. NEXT MEETING

Monday 14th March 2022	7.30pm	Ordinary Parish Council	Castle Hedingham Club
-------------------------------	---------------	--------------------------------	------------------------------

The meeting closed at 9.25pm

SIGNED
(CHAIRMAN)

DATE