



**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 10<sup>th</sup> JANUARY 2022, 7.30PM AT CASTLE HEDINGHAM CLUB**

**Present:** Cllrs Bayes, Doe, Dover, Gransden, Jordan, Southgate, Toocaram, Veater, Westrop.

**In the Chair:** Cllr Southgate

**Clerk:** Claire Waters

**Also Present:** Cllr Beavis & Cllr H Johnson BDC from item 9

### **1. APOLOGIES FOR ABSENCE**

Cllrs Beavis BDC, & Cllr Johnson BDC apologised for late arrival due to conflicting meetings.

### **2. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of 8th November were approved as a correct record of events and signed by the Chairman

**Proposed:** Cllr Jordan

**Seconded:** Cllr Bayes

Agreed unanimously

### **3. DECLARATIONS OF INTEREST**

None

### **4. PUBLIC FORUM**

None.

### **5. PROGRESS CHECK**

**5.1 Pizza van take-away:** An enquiry from a pizza van requesting permission to trade from the front of the Memorial Hall on a Monday evening is being considered. Residents will be kept informed.

**Street Lights New Park:** The Parish Council contractors repaired a street light at New Park which was not Parish Council responsibility. This is being pursued for a refund.

**Action:** Clerk to source stickers for the 4 Parish Council New Park street lamps for identification.

**5.2 Village Christmas tree:** Being unable to use the space in front of Buckleys due to the sale of the building, Cllr Doe was thanked by the Chairman and all Councillors for her work in putting up the village Christmas tree in front of the Bell which made an excellent display

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

**6.1 Drainage issues:** Village centre drains including Queen Street & Station Road are still struggling to cope with heavy rain.

**Action:** Clerk to follow up with Highways through Cllr Peter Schwier.

**6.2 White lines Church Lane:** The clerk had received an Essex Highways notification that the reported white line faults had been fixed, but no work has been done and Keep Clear markings need repainting.

**6.3 Footpaths:** Some footpaths to the north of the village have been ploughed and planted and not reinstated. The clerk has been in contact with the landowner and will chase this up as the route is difficult to navigate.

### **7. REPORTS**

**7.1 Police/PCSO/Neighbourhood Watch:** Weekly police reports have been forwarded to Councillors.

Local PC James Draper has requested information about Platinum Jubilee events in the village

**Action:** The clerk will forward his details to the Platinum Jubilee organising group. Cllrs Jordan and Westrop will be added to this group to liaise about events across the whole village.

**7.2 Essex CC report:** None. Cllr Schwier continues to forward ECC updates to Councillors via the clerk

**7.3 Braintree DC report:** Cllr Beavis reported after item 9 and before item 10:

**BDC Budget:** This was discussed via a Zoom meeting and everything is being inspected in detail. A 200K budget is being allocated to Planning Enforcement as resources have been stretched. 100K

each is being allocated to deliver the Cycling Strategy and the Environmental Strategy. An overall increase of 2.68% is expected but questions are being asked about high reserves held by BDC.

**Heddinghams Medical Centre:** The formal consultation is now ended but One Medical are still consulting with local residents. Castle Heddingham will be represented by the clerk when appropriate

**BDC Draft Local Plan:** The consultation ends on 22<sup>nd</sup> January. The confirmation of a 5-year supply in the district has been questioned following successful appeals against larger developments

Cllr Johnson reported after item 9 and before item 10

**Planning:** Many people are ignoring planning regulations, so strengthening planning enforcement capability is welcomed.

**Heddinghams Medical Centre and Wethersfield Prison Proposals:** As a member of the planning committee he is keeping an eye on both issues.

**Footpaths:** He is now walking local footpaths again regularly and monitoring their condition .

**BDC Budget:** He is hoping the BDC Councillors Community Grants are still funded to enable him to continue supporting local projects in the Heddinghams

## 8. PLANNING

### *Applications received*

**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

*No objections*

*Joint and several interest to be declared as this application is for the clerk's property.*

**21/03465/LBC** Repairs to section of existing boundary wall to Southwest of vehicular access gate including the rebuilding of approximately 1/3 of the brickwork.

The Old Vicarage 15 Queen Street CO9 3EZ

*No objections*

### *Applications arriving after publication of the agenda*

**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, and also to cut back a maximum of 3 of the branches by 4 metres

High House 2 St James Street CO9 3EJ

*Comment due 2nd February*

*Mr Rob Worley, Tree Warden, will visit the property and report back to the Parish Council.*

**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

*No objections*

*Joint and several interest to be declared as this application is adjacent to the clerk's property.*

21/03754/HH Proposed single storey rear and side extension.

The Meadow Sheepcot Road CO9 3HB

*No objections*

### *Applications determined:*

**21/02966/HH** Extension of front porch. Alteration and extension of existing garage to create annexe accommodation

18 Crouch Green CO9 3DY

*Application PERMITTED*

**21/02803/FUL** Erection of 1 No. two storey 4 bedroom dwelling house, detached double garage and gardens

Land Adjacent 13 Bayley Street

*Application REFUSED*

**21/02739/ELD** Application for a Certificate of Lawfulness for an existing development - Conversion of existing carport to form larger summer house.

Greenwich House 8 Queen Street CO9 3EX

*Application WITHDRAWN*

**21/02877/TPOCON** Notice of intent to carry out works to trees in a Conservation Area - 1 Lime - Reduce to old points as too bushy for pedestrians, wires, etc, 2 Willow - Reduce to old points as blocking light.  
22 Queen Street CO9 3EZ *Application PERMITTED*

**21/03313/HH** Proposed oak framed garage, cartlodge & cycle store.  
Rushley Green Barn Rushley Green CO9 3AJ *Application PERMITTED*

**20/01736/LBC** Installation of a satellite dish  
14 Crown Street CO9 3DB *Application WITHDRAWN*

## 9. FINANCE

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

**Proposed:** Cllr Veater

**Seconded:** Cllr Toocaram

Agreed unanimously

Jan-22	Payments in Month	Details	Amount
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
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>TOTAL in month</b>			<b>£489.36</b>

Jan-22	Receipts in Month	Details	Amount
06-Jan	Harvey Darke	Interment Grave 244	£132.00
<b>TOTAL in month</b>			<b>£132.00</b>

Dec-21	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£34.73
DD	Bulb	Electricity Toilets	£11.53
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.20
DD	B&CE Holdings	Peoples Pension	£67.80
B/P	Staff	Salaries	£1,503.89
B/P	HMRC	Tax/NI November month 8	£90.73
B/P	E C Waters	Home as Office December	£75.00
B/P	E C Waters	Clerk Expenses Nov 8th to Dec 15th	£31.46
B/P	E C Waters	Ernest Doe, Leaf rake & Hi Vis jacket	£51.16
B/P	M D Landscapes	Cemetery Hedge cut November	£180.00
B/P	Janitorial Direct	Toilet Roll dispenser	£49.18
B/P	Rentokil Initial	Sanitary Disposal Public Toilets	£13.67
B/P	Heddinghams Parish Magazine	BDC Councillors Community Grant	£200.00
B/P	EALC	Budget & Precept Training CW	£84.00
	Unity Trust Bank	Service Charge	£18.00
<b>TOTAL in month</b>			<b>£2,412.35</b>

Dec-21	Receipts in Month	Details	Amount
02-Dec	Braintree District Council	CCG for Parish Magazine	£200.00
<b>TOTAL in month</b>			<b>£200.00</b>

#### Accounts balances at 10th January 2022

Unity Trust Current account	£16,651.28
Unity Trust Deposit account	£10,467.42
Cambridge & Counties 95 day	£34,915.63
	<b>£62,034.33</b>

#### 9.2 Consideration and approval of budget for the 2022-2023 financial year

The budget was considered in detail including items where spending could be reduced, and items that could be financed from Parish Council reserves. Please see item 9.3.

#### 9.3 Consideration and approval of precept claim for the 2022-2023 financial year

It was noted that the clerk had incorrectly used the 2020-21 Band D value instead of the 2021-22 figures when calculating the percentage precept increase options for Councillors' consideration. Following the meeting the recalculated and sent the corrected information to Councillors by email. The Chairman subsequently called an Extraordinary Meeting to be held at Castle Hedingham Club at 7.30pm on Monday 24<sup>th</sup> January to make the final decisions on the budget and precept.

#### 10. CORRESPONDENCE TO NOTE

None

#### 11. AGENDA ITEMS FOR NEXT MEETING

- Open Spaces Action Plan updates – to ratify decisions on 2022 updates
- Platinum Jubilee – initial plans for Jubilee celebrations across the village
- Agenda items for the next meeting: please notify the clerk before 9am on Monday 7th February

#### DATE OF NEXT MEETINGS:

<b>Monday 14th February 2022</b>	7.30pm	Ordinary Parish Council	Castle Hedingham Club
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**The meeting closed at 8.50pm**

SIGNED  
(CHAIRMAN)

DATE