



Parish of Castle Heddingham
Mrs Claire Waters (Parish Clerk)
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**MINUTES OF A MEETING OF CASTLE HEDDINGHAM PARISH COUNCIL,
HELD ON MONDAY 8th NOVEMBER 2021, 7.30PM AT CASTLE HEDDINGHAM CLUB**

Present: Cllrs Bayes, 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, Cllr P Schwier between items 8 & 9

1. APOLOGIES FOR ABSENCE

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

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 11th October were approved as a correct record of events and signed by the Chairman

Proposed: Cllr Jordan

Seconded: Cllr Dover

Agreed unanimously

3. DECLARATIONS OF INTEREST

Cllr Westrop declared an interest in 2 planning applications at item 8 as a near neighbour.

4. PUBLIC FORUM

None.

5. PROGRESS CHECK

5.1 St James Street noticeboard: The clerk is in discussion with the chosen supplier Concept Signs about the design, and will report back to Councillors for a final decision to be made.

5.2 BDC land at New Park: No response from BDC has been received to the solicitor's letter outlining the legal position on the Parish Council tenancy. The clerk is being sent information by local historians about the heritage importance of the site and is keeping it on file.

Action: To follow up with BDC to establish their response to the recent solicitor's letter

5.3 CCTV: More vandalism at the Public Toilets including removal of CCTV cameras has been reported by Village Maintenance. *Agenda item for future meeting*

5.4 Faulty Street Light New Park: This has been reported to the maintenance contractor to be fixed

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

6.1 Drainage issues: After a request to Cllr P Schwier, a response from the ECC Cabinet Member for Highways had been received with an update on drainage work completed. Some completed work has not been updated on the Essex Highways reporting tool <https://www.essexhighways.org/tell-us> but some issues are still outstanding.

Action: Councillors to update the clerk with any continuing drainage problems to be followed up.

6.2 Special Verge Cutting, Delvyns Lane: The BDC contractor has cut the verge and will now cut annually as part of the regular route in autumn. Village Maintenance are raking away the clippings to protect the rare plant species. The clerk has been in contact with Gestingthorpe PC to request sharing the cost of Village Maintenance time between the two parishes, since half of the verge is in Gestingthorpe.

6.3 Sewage, Nunnery Street bridge: The Anglian Water job number for the work was followed up, and the official report is that engineers had visited and all was free-flowing with no problem found. However, local residents report that engineers were there for 3 days, but the problem is now fixed.

6.4 Footpath 16: A resident had reported the footpath as overgrown with fallen trees, however Village Maintenance found no problems on inspection. It may be that the reported location was incorrect and it was the Riverside Walk footpath, which is a problem being addressed by Sible Heddingham PC

7. REPORTS

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

7.2 Essex CC report: Cllr Schwier reported between item 8 & item 9, then left the meeting:

- **Essex Bus Service consultation** at <https://consultations.essex.gov.uk/iptu/enhanced-partnership/> ends on December 3rd and all residents are encouraged to respond as the views from rural communities are important.
- **Streetlights** across Essex are being replaced with LEDs, which use 60% less energy. Of 137,000, crews are replacing 1000 per week. (NB For resident information, our 4 New Park street lights are managed by the Parish Council and already use LED lamps)
- **ECC Public Rights of Way:** online maps are now showing more data and can be printed
- **Winter gritting:** This can now be tracked online, and residents are encouraged to sign up to Facebook or Twitter alerts if they wish to see what roads have been gritted in icy weather
- **Safer Essex Road partnership:** In conjunction with Anglia Ruskin university, a survey of drivers regarding cycling is being conducted at <https://saferessexroads.org/drivers-we-want-your-views-on-cycling/> and residents are encouraged to give their views to improve safety for all. The survey is fully anonymous and takes about 20-30 minutes to complete
- **Drain clearance:** Across the Braintree District, over 2,000 drains were cleared last month
- **Budget:** ECC are awaiting the Government settlement confirmation on 6th December. The County Council is looking at 3 year planning to improve financial management.

7.3 Braintree DC report: Cllr Johnson reported after item 8 and before item 9

- **Sudbury Road High Court injunction:** It is confirmed that there is no right of appeal over the judgement, so the landowners are compelled to rectify the damage or face further legal action.
- **Hedinghams Parish Magazine:** He has approved a BDC Councillors Community Grant for the magazine, to help it stay viable following a drop in advertising revenue during the pandemic.
- **Hedinghams Medical Centre:** He will be sitting on the Planning Committee for this application.
- **Avenue of Hope Daffodils:** He is pleased to come along and help with planting bulbs
- **Mink at River Colne:** they have returned to the river as far as Maiden Ley. Measures to manage this are now linked with Cambridge University to identify the source of the new populations.

Cllr Beavis reported after item 8 and before item 9:

- **Hedinghams Medical Centre:** An email from One Medical, the developer and landlord, requesting another meeting with Parish Councils was discussed. The building proposals are generally agreed to be good with some reservations, but the reality of parking and access are concerns and in particular their effect on the residents of the Bloor Estate. An up to date traffic survey must be completed and the Riverside Walk access from Station Road must be finished.
Action: If a joint community meeting is arranged with One Medical, Castle Hedingham PC will join
- **Wethersfield Prison proposals:** A full planning application to BDC is expected early in the New Year. She is requesting upskilling for Braintree Councillors on the prison service, in the same way regular training updates are provided for the health service and other essential services
- **New Corporate Director, BDC:** Final interviews are in progress for this post, with a focus on achieving the levelling up agenda. Cllr Beavis has been on the interview panel.
- **Draft Local Plan:** It is hoped that this will be adopted by Spring 2022, and in the meantime the confirmation of a 5-year supply in the district is protecting us more from unwanted development.

8. PLANNING

Applications received

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

Decision ratified: No objections

21/03099/FUL Erection of a two-storey medical centre with allocated parking.

Land North of Osier Way, Sible Hedingham

Comment due 11th November, to

include raising of concerns about lack of involvement for Castle Hedingham at the early stages of discussions. Also to highlight traffic & access concerns including the Riverside walk from Station Rd

21/03122/HH & 21/03123/LBC Installation of rooflight to the rear roof and alterations to the dormers
12 Pye Corner CO9 3DF *No objections*

Applications arriving after publication of the agenda – Cllr Westrop left the meeting

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

Comment due 2nd December

21/03313/HH Proposed oak framed garage, cartlodge & cycle store.

Rushley Green Barn Rushley Green CO9 3AJ

Comment due 6th December

*Both these applications will be commented on following inspection of the submitted plans and site visits
Cllr Westrop returned*

Applications determined:

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

Planning Enforcement:

21/00081/UBW3 Unauthorised Building Works Enquiry, Sudbury Road Castle Hedingham Essex

Final Injunction Order issued at High Court 12th October

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

Nov-21	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£35.89
DD	Bulb	Electricity Toilets	£13.72
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.21
B/P	Braintree District Council	Rates, Pump House	£5.00
B/P	Braintree District Council	Buildings Insurance Pump House	£19.51
B/P	E C Waters	Home as Office November	£75.00
B/P	E C Waters	Clerk Expenses Oct 11th to Nov 8th	£29.46
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	M D Landscapes	Grass cutting October	£601.20
B/P	Darkins	Mop/Bucket, Key cut, Rake	£62.99
B/P	Smith of Derby	Church Clock annual service	£266.40
B/P	Attwells	Legal fees, New Park lease	£450.00
B/P	EALC	EALC Highways Briefing GS	£24.00
B/P	EALC	EALC Highways Briefing CW	£24.00
B/P	Graham Nicholl	Holly tree, St Nicholas Churchyard	£225.00
B/P	BALC	Annual Subscription	£40.00
B/P	CH Club	Room Hire November	£20.00
TOTAL in month			£1,904.78

Nov-21	Receipts in Month	Details	Amount
	NONE		
TOTAL in month			£0.00

Oct-21	Payments in Month	Details	Amount
DD	Eon	Electricity New Park	£34.73
DD	Bulb	Electricity Toilets	£11.69
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.19
B/P	Braintree District Council	Rates, Pump House	£5.00
B/P	Staff	Salaries	£1,560.50
B/P	HMRC	Tax/NI September month 6	£97.73
B/P	E C Waters	Home as Office October	£75.00
B/P	E C Waters	Clerk Expenses Sept 13th to Oct 11th	£29.46
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	M D Landscapes	Grass cutting September	£1,202.40
B/P	Taylor's Bulbs	Daffodils x 10,000	£900.00
B/P	P M Smith	Payroll Jul Aug Sep	£48.00
B/P	CH Club	Room Hire September	£20.00
TOTAL in month			£3,997.10

Oct-21	Receipts in Month	Details	Amount
01-Oct	Day	Daffodils donation	£25.00
01-Oct	Wilkins	Daffodils donation	£10.00
01-Oct	Devereux-Cooke	Daffodils donation	£10.00
01-Oct	Hutchings	Daffodils donation	£5.00
01-Oct	Beadle	Daffodils donation	£25.00
01-Oct	Lindsay	Daffodils donation	£25.00
01-Oct	County Broadband	Donation Noticeboard Village Park	£500.00
11-Oct	Zollinger-Read	Daffodils donation	£200.00
07-Oct	Daniel Robinson	Interment Ashes 40	£132.00
19-Oct	CH Scout Group	Daffodils donation	£200.00
25-Oct	Bowls Club	Daffodils donation	£50.00
25-Oct	Village Shop Collection	Daffodils donation	£69.80
25-Oct	B Hume	Daffodils donation	£30.00
TOTAL in month			£1,281.80

9.2 Annual Income & Expenditure review: reports of income and spending for the year to date were discussed and issues for the January budget meeting were highlighted, including a likely 33% increase in the cost of electricity and an overdue pay review for all staff, which will be backdated to April. This is due to a delay in agreement of National Pay Scales for public sector employees. The clerk reported that she is attending a training course at EALC on 3rd December on new ways of budgeting for Parish Councils. Although the training budget is overspent for the year, this has been approved by the Chairman from the contingency fund and with a 75% clerk's bursary confirmed by EALC will cost £17.50

9.3 Heddinghams Parish Magazine: A returned grant of £500 to the Solar Society when they disbanded in May 2021 was identified as a possible source to be redirected to a community-wide project.

RESOLVED: To pay this £500 to the Parish Magazine to cover the cost of Parish Council minutes pages for a 12 month period, to be reviewed in April 2022 in light of possible increase in advertising revenue.

Proposed: Cllr Dover

Seconded: Cllr Toocaram

Agreed unanimously

10. CASTLE HEDINGHAM VILLAGE PARK

10.1 Essex Playing Fields Association - Best Kept Playing Field competition: The Parish Council is proud to have won two awards in this first year of entering the competition: Gold Award in the Children's

Play area (any size) category and Silver Award for the park as a whole, in the category of populations under 2,500. This reflects an enormous team effort and support from our community, as well as ongoing care and attention from volunteers and our Village Maintenance team.

10.2 Next plans and actions: further sponsored tree planting, bike jumps and possible S106 grant funding need to be considered. A Village Park group meeting will be called in the near future.

11. AVENUE OF HOPE DAFFODIL PLANTING SHEEPCOT ROAD

Daffodil planting will take place from 12 noon to 4pm on Sunday 14th November at Sheepcot Road verge, meeting at the Scout Hut. Residents are welcome to take part and are asked to bring their own gloves for putting the bulbs in ready dug trenches and to wear appropriate footwear. Following a risk assessment, residents with restricted mobility and families with young children are advised that other opportunities to help with bulb planting will take place at a later date in safer locations, including the Village Park.

12. CORRESPONDENCE TO NOTE

Winter Resilience Packs are being offered by Community 360 for older and vulnerable residents. 10 packs have been allocated for Castle Hedingham. They will be available on 10th December and the clerk, United in Kind & the Village Shop will liaise about distribution and identifying residents who need them.

Open Spaces Action Plan: BDC request for annual update by 28th January. This is the document used to claim available S106 funding for parish open spaces.

13. AGENDA ITEMS FOR NEXT MEETING

- Budget and Precept meeting
- Open Spaces Action Plan updates
- Agenda items for the next meeting to be notified to the clerk by 9am on Monday 3rd January please

DATE OF NEXT MEETINGS:

NO MEETING IN DECEMBER

Monday 10th January 2022	7.30pm	Ordinary Parish Council	Castle Hedingham Club
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The meeting closed at 9.20pm

SIGNED
(CHAIRMAN)

DATE