



## Castle Hedingham Parish Council

Claire Waters (Parish Clerk)

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### NOTICE OF MEETING

**Dear Councillor:** You are summoned to attend an Ordinary Meeting of Castle Hedingham Parish Council on **Monday 12<sup>th</sup> August 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: 5<sup>th</sup> August 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 Ordinary Meeting on 8<sup>th</sup> July 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 St James Fair at the Village Park:** Clerk's report, followed by decision on making this an annual event.

**5.2 Dog waste bag dispensers:** To approve a BDC Councillors grant application for 10 dispensers for key points around the village centre and footpaths.

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

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

**6.1 FP 24 Rushley Green:** Bridge repair Essex Highways ref. 2928424 – work is in progress

**6.2 FP25 Scotch Pasture:** To decide on response to offer of Service Level Agreement from Essex County Council for the Parish Council to cut in future years. It has recently been cut by the landowner.

**6.3 Overgrown trees, Sheepcot Rd:** Essex Highways ref.2930496. Landowners are being contacted by ECC

**6.4 Tree root damage to footway, Sudbury Hill:** Reported as trip hazard, Essex Highways ref.2933067

#### 7. REPORTS

**7.1** Police/PCSO/Neighbourhood Watch. Graffiti at Village Park: police have closed the case.

**7.2** Essex CC report

**7.3** Braintree DC reports – including Wethersfield Airfield update if any.

#### 8. PLANNING

*Applications received: Decision to be ratified*

**24/01419/VAR** Application for variation of conditions 2 and 3 of planning permission 23/00276/HH for the erection of detached cartlodge. Variation would allow a change in roof materials due to solar panels.

Rosemary Barn Rushley Green CO9 3AJ

*No objections: Comment due 7<sup>th</sup> August*

*Applications received:*

**24/01473/FUL** Continued use of land and the stationing of a static caravan for occupation by site manager.  
Barrells Meadow Kirby Hall Road CO9 3EA *Comment due 12<sup>th</sup> August*

**24/01548/LBC & 24/01547/FUL** Proposed change of use from commercial (E(c)(ii) to 1 No. dwellinghouse (C3) including internal alterations & repairs to first floor windows  
3 King Street CO9 3ER *Comment due 20<sup>th</sup> August*

*Applications determined*

**24/01190/FUL** Retention of 4No. Air-conditioning units on side elevation of barn  
Workshop On Land South Of Rosemary Farm Rosemary Lane *Application PERMITTED*

**8.1 BRAINTREE DISTRICT COUNCIL LOCAL PLAN REVIEW**

To decide on a response to Castle Hedingham Call for Sites submitted in the parish. The parish map showing sites submitted and a list of sites is online at [www.castlehedingham.org](http://www.castlehedingham.org)

**9. FINANCE**

- 9.1** The monthly payments to be approved for authorisation and monthly bank reconciliations checked
- 9.2 AGAR Conclusion of Audit:** To note “Except for” opinion on Financial & Reputational Risk Register which was not formally reviewed during the 2023-24 year, and decide on action to address the omission.
- 9.3 Website accessibility and security:** Decision on commissioning of a .gov.uk website and email addresses for Councillors, in line with the new legal WCAG 2.2 AA requirements from October 2024

**10. PUBLIC TOILETS**

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

**11. ELECTRIC VEHICLE CHARGE POINTS AT MEMORIAL HALL CAR PARK**

To consider offer from Essex County Council to organise two EV charging points for rent at the car park.

**12. VILLAGE PARK & COMMUNITY ALLOTMENT**

- 12.1** Community Allotment: Progress report & financial update
- 12.2** To consider use of £2,623.21 S106 funding for actions on the current Open Spaces Action Plan

**13. REWILDING NEW PARK**

Update on grass cutting & raking by Village Maintenance and decision on cost-effectiveness of options

**14. CORRESPONDENCE TO NOTE:**

- **ECC Passenger Transport:** Notes from July meeting and link to <https://www.travelessex.co.uk/>

**15. AGENDA ITEMS FOR NEXT MEETING**

**16. NEXT MEETINGS**

<b>Monday 9<sup>th</sup> September 2024</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 14<sup>th</sup> October 2024</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 11<sup>th</sup> November 2024</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</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