



Parish of Castle Hedingham

Mrs Claire Waters (Parish Clerk)
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NOTICE OF MEETING

Dear Councillor: You are summoned to attend a meeting of Castle Hedingham Parish Council on **Monday 9th January 2023 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: 3rd January 2023

THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND

AGENDA

1. APOLOGIES FOR ABSENCE

2. COUNCILLOR CO-OPTION

To decide on Councillor co-option following one application for the vacancy from Mr A Smith

3. POLICIES REVIEW

To adopt the Equality & Diversity Policy and Dignity at Work Policy, as recommended by the NALC Civility & Respect project

4. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting of 14th November 2022.

5. DECLARATIONS OF INTEREST

Councillors to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests relating to items on the agenda

6. PUBLIC FORUM

15 minutes of public participation. 3 minutes for each contribution.

7. PROGRESS CHECK:

Village maintenance issues and update on actions from last meeting

7.1. Rewilding New Park. To nominate Councillors to attend initial meeting with Essex Wildlife Trust

7.2. Community Allotment: To arrange a meeting to begin recruitment of village participants

7.3. Platinum Jubilee Oak tree: To agree a date and arrangements for the dedication ceremony.

8. HIGHWAYS & PUBLIC RIGHTS OF WAY

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

8.1. PROW and Parish Paths Partnership: To note the bridge repairs carried out by PROW officer Jason Botelho and Friends of the Flitch Way volunteers at Footpaths 29 & 19 and receipt of new waymarker discs

8.2. Drainage issues: To note existing problems and any further follow up needed with Essex Highways.

8.3. 20s Plenty campaign: To decide on involvement in this campaign for 20mph as the default speed limit for any areas across Essex (and nationally) where pedestrians mix with traffic.

9. REPORTS

9.1. Police/PCSO/Neighbourhood Watch. To note that Neighbourhood Watch weekly newsletters will now be distributed via the new Castle Hedingham Parish Council Facebook page and the Parish Council website.

9.2. Essex CC report

9.3. Braintree DC reports

10. PLANNING

Applications received:

22/03157/OUT Outline application with all matters reserved except access for the redevelopment of builder yard to create up to 598m2 start-up employment space (Class E(g))

Land Station Road Sible Hedingham Essex *Deadline extension granted, comment due 10th January*

22/03166/LBC & 22/03165/FUL Proposed change of use from restaurant (Class E(b) to private dwelling (Class C3)

1 St James Street CO9 3EJ *Deadline extension granted, comment due 10th January*

22/03382/LBC & 22/03329/FUL Change of use from beautician room (Sui Generis) to 1No. 2-bedroom holiday let (Use Class C3) and the restoration of existing tearooms and Post Office

Buckleys And The Magnolia Tea Rooms 7A St James Street CO9 3EJ *Comment due 17th January*

22/03132/FUL Erection of 1 No. one and a half storey 4 bedroom dwelling house, detached double garage and gardens

Land Adjacent 13 Bayley Street *Comment due 17th January*

22/03404/HH Proposed shed

Kiln Lodge Pottery Lane CO9 3EU *Comment due 18th January*

22/03409/PLD Application for Certificate of Lawfulness for proposed development - installation of a mobile home used as a residential annex

Rosemary Farm Cottage Rushley Green CO9 3AJ *Information only, comment not required*

Applications received: Decision to be ratified

22/02556/FUL Provision of manège

The Warren Kirby Hall Road CO9 3EB *No objections*

Applications determined

22/02592/ELD Application for Certificate of Lawfulness for an existing use - Use of bungalow as an independent dwelling for 10+ years

Four Winds Kirby Hall Road CO9 3EA *Application PERMITTED*

11. FINANCE

11.1. The monthly payments to be approved for authorisation by two Councillors

11.2. To ratify decision made at a pay review meeting of 12th December to increase Public Toilets monthly pay in line with the National Pay Award and Village Maintenance hourly pay, backdated to April 2022.

11.3. Budget: Consideration and approval of Parish Council budget for financial year 2023 - 2024

11.4. Precept: Consideration and approval of precept claim for financial year 2023 - 2024

11.5. Parish Council Reserves: Decision on allocation of earmarked reserves and level of general reserve. Historic Village Infrastructure reserve and Community Projects reserve have been suggested.

11.6. Cemetery Fees review: To consider any fee increases needed since the last review in April 2020

12. OPEN SPACES ACTION PLAN

To approve any additions or updates to the Open Spaces Action Plan, due 27th January 2023

13. PARISH EMERGENCY PLAN

To approve any additions or updates to the Parish Emergency Plan, due 31st January 2023.

14. CORRESPONDENCE TO NOTE

None

15. AGENDA ITEMS FOR NEXT MEETING

16. NEXT MEETINGS:

To note and approve Calendar of Meetings for 2023, including the Annual Parish Assembly on Thursday April 27th at the Village Hall

Monday 13th February 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 13th March 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 17th April 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club

Councillors: VACANCY Cllr Penny Doe Cllr Will Dover
 Cllr Phil Gransden Cllr Charlie Jordan Cllr Garry Southgate
 Cllr Jill Toocaram Cllr Mary Veater Cllr Jessica Westrop

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