



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 13th MARCH 2023, 7.30PM AT CASTLE HEDINGHAM CLUB**

Present: Cllrs Doe, Dover, Jordan, Smith, Southgate, Toocaram, Veater, Westrop.

In the Chair: Cllr Southgate

Clerk: Claire Waters

Also Present: Cllr H Johnson BDC from item 12

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Gransden.

Cllrs Beavis (BDC) and Schwier (ECC) also apologised for absence.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of Monday 13th February 2023 were approved as a correct record and signed by the Chairman

Proposed: Cllr Jordan

Seconded: Cllr Toocaram

Agreed unanimously

3. DECLARATIONS OF INTEREST

None

4. PUBLIC FORUM

None

5. PROGRESS CHECK

Village maintenance issues and update on actions from last meeting

5.1. Parish Council noticeboard: Possible relocation to St James Street village centre

Action: A site meeting will be organised to view the noticeboard in the alternative location

5.2. Fallen trees: A fallen tree at Footpath 25 had been reported to Hedingham Castle. A damaged tree leaning on a fence at Footpath 38 will be brought to the attention of the property owner by Cllr Jordan

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

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

6.1. St James St verge: Following vehicle damage during works at St James Street, Anglian Water had refused a request to repair the verge. M D Landscapes to level and re-seed at an estimated cost of £100

6.2. Footpath 16 Maiden Ley: The footpath has been altered due to building works, this is being looked into by Essex Highways Public Rights of Way and a query raised with Braintree Planning Enforcement.

6.3. Potholes: Damaged road surfaces at Queen St by the old police station have been reported. A new report ref: 2830247 has been submitted regarding damage at St James Street by the tennis courts. Any resident can report Highways issues at <https://www.essexhighways.org/tell-us>

7. REPORTS

7.1. Police/PCSO/Neighbourhood Watch. Neighbourhood Watch weekly newsletters are now published weekly on the new Castle Hedingham Parish Council Facebook page and the Parish Council website.

7.2. Essex CC report: Cllr Schwier apologised for absence

7.3. Braintree DC reports: Cllr Beavis apologised for absence. Cllr Johnson reported after item 12:

- **Retirement:** Cllr Johnson will not be standing for re-election in May, following three terms of office as Braintree District Councillor for the Hedinghams. The Chairman, clerk and all Councillors thanked Cllr Johnson for his support over the years and wished him a happy retirement

8. PLANNING

Applications received:

CTIL10877723 – Clarke Telecom Ltd Proposed Upgrade to Existing Radio Base Station Installation

Kirby Hall, North of Castle Hedingham, CO9 3EB | NGR 577658E 237149N

Upgrade to existing installation to provide enhanced coverage and capacity, and new 5G coverage giving access to the latest technologies. *Comment deadline 13th March: no objections*

Applications determined

None

9. FINANCE

9.1. The monthly payments were approved for authorisation by two Councillors. The monthly bank reconciliations were checked and signed by Cllr Smith.

Proposed: Cllr Toocaram **Seconded:** Cllr Southgate Agreed unanimously

9.2. RESOLVED: To accept a quote of £220.00 to repair a small section of wall at the Village Hall

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

9.3. An Essex Community Foundation Uplift Grant of £500.00, which is unrestricted, was noted with thanks. The sum has been added to the Community Projects reserve. The clerk also confirmed that £130 in donations towards the church clock repair had been added to the ringfenced reserve for the work.

9.4. A £150 donation from Castle Hedingham Club for Community Allotment fruit trees was noted with grateful thanks.

9.5. Confirmation of a £5,691.96 BDC Street Cleaning grant for 2023-24 was noted, with the proposed 33% reduction delayed until the 2024-2025 BDC Budget.

9.6. RESOLVED: To accept a quote of £450 to rotavate and seed the cleared area of the Cemetery

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

10. COMMUNITY ALLOTMENT

RESOLVED: To approve an application submitted for UK Shared Prosperity Fund Community Garden grant through Braintree District Council. This would fund sheds, rainwater harvesting, tools and seating etc. if successful. Councillors thanked the clerk for the work done to submit this against a very tight deadline.

Proposed: Cllr Jordan **Seconded:** Cllr Toocaram Agreed unanimously

10.1. It was noted that landlord approval of the Community Allotment grant application and confirmation of Public Liability insurance cover under the existing Parish Council policy had been obtained.

11. REWILDING NEW PARK

11.1. Following an on-site meeting on February 20th, rewilding advice from Essex Wildlife Trust and a clerk's report of the meeting had been circulated to all Councillors

11.2. RESOLVED: A letter to New Park residents outlining the rewilding plans was approved. Other residents will be kept informed via notices & social media.

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

11.3. RESOLVED: Actions and spending on signage and painting of Pump House woodwork for display were approved, subject to more detailed cost information as plans progress.

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

11.4. De Vere Primary involvement: Cllrs Smith, Dover and Veater will co-ordinate liaison with school staff to establish a plan for involving pupils, in particular with monitoring species observed.

12. ELECTRIC VEHICLE CHARGING POINT – MEMORIAL HALL CAR PARK

Councillors reviewed the results of a survey carried out in February 2021, delivered to properties without off street parking in the central village area. The response rate had been low and insufficient demand to justify installation of an electric vehicle charging point at the Memorial Hall car park.

Action: Clerk to prepare a new survey for delivery to the same properties, together with a survey for the Parish Council Facebook page.

13. CORONATION EVENTS MAY 2023

Cllr Doe reported that road closure application had been submitted for the Sunday street party. Events planned so far are:

- **Sunday 7th May 2023:** “The Coronation Big Lunch” Street Party St James Street
- **Monday 8th May 2023:** “The Big Help Out” volunteering day – further details to be agreed
- **Monday 8th May 2023:** St Nicholas Church Coffee Morning
- **Monday 8th May 2023:** “Kings & Queens” event at Hedingham Castle, details to be confirmed

14. CORRESPONDENCE TO NOTE

Colne Valley Railway Preservation Ltd. (a registered charity) invites Councillors to an open consultation to discuss the future of the land between the existing Colne Valley Railway and the River Colne between Castle Hedingham and Great Yeldham. The sessions will be held on:

- Friday 17th March, 14:00 to 16:00 – Cllrs Toocaram, Southgate and the clerk will attend
- Saturday 18th March, 10:00 to 12:00 and 14:00 to 16:00 – Cllr Westrop will attend

They will be at the Reception / Entrance building to the Colne Valley Railway, Yeldham Road, Castle Hedingham, CO9 3DZ and will include displays of the ideas, discussions with the team and a tour of the land. Both events are open to the public, please RSVP to colnevalleyrailway@googlemail.com

The Fields Association: request for support in challenging proposals for an Asylum seeker centre on the Wethersfield Airbase. Preparations appear to be underway, and in addition to the many reasons that the mega prisons are considered unsuitable (traffic, pollution, heritage, environment) there is concern about the added complications of siting vulnerable people in such a remote location without adequate local facilities. Cllr Southgate had attended an information meeting of WASC on Saturday 11th March at Finchingfield.

Further communication from the Fields Association SWAP group and the Wethersfield Airfield Scrutiny Committee (WASC) highlighted clause 101 of the new Levelling Up and Regeneration Bill going through parliament, which enables government to act in planning matters without local community consultation

RESOLVED: A letter of support for all concerns raised will be sent to Braintree District Council, James Cleverly MP and Michael Gove MP, Secretary of State for Levelling Up, Housing and Communities

Proposed: Cllr Southgate **Seconded:** Cllr Toocaram Agreed unanimously

Hedinghams Parish Magazine: Following discussions with the magazine editor, the abridged minutes will be included in further issues of the Parish Magazine. **Action:** Clerk to establish cost of pages for budget.

15. AGENDA ITEMS FOR NEXT MEETING

- Electric Car Charging: Follow up on resident surveys to assess demand

16. NEXT MEETINGS:

Monday 17th April 2023	7.30pm	Ordinary Parish Council	Castle Hedingham Club
Thursday 27 th April 2023	7.30pm	ANNUAL PARISH ASSEMBLY	VILLAGE HALL
Thursday 4 th May 2023		PARISH COUNCIL & DISTRICT COUNCIL ELECTION DAY	
Monday 15 th May 2023	7.30pm	Annual Parish Council	Castle Hedingham Club

The meeting closed at 8.43pm

SIGNED (CHAIRMAN)

DATE

Appendix 1: Financial Report

Payments and Receipts for authorisation 13th March 2023

Mar-23	Payments in Month	Details	Amount
DD	Npower	Electricity New Park	£30.14
DD	Bulb	Electricity Toilets	£17.22
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.32
DD	Peoples Partnership	Peoples Pension	£77.81
B/P	M D Landscapes	Cemetery clearance	£1,410.00
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	E C Waters	Home as Office March	£75.00
B/P	E C Waters	Office Expenses Feb 13th-Mar 13th	£16.06
B/P	CH Club	March meeting	£20.00
B/P	Staff	Salaries	£1,640.84
B/P	HMRC	Tax/NI February month 11	£115.80
B/P	Darkins	Village Maintenance supplies	£33.98
TOTAL in month			£3,449.57

Mar-23	Receipts in Month	Details	Amount
03-Mar	CH Club	Fruit trees Community Allotment	£150.00
TOTAL in month			£150.00

Accounts balances at 13th March 2023

Unity Trust Current account	£8,474.18
Unity Trust Deposit account	£10,532.01
Cambridge & Counties 95 day	£35,264.78

TOTAL RESERVES £54,270.97

Of which:

Historic Village Centre infrastructure reserve £20,130.00

Community Projects reserve £8,500.00

Public Toilet reserve £5,000

GENERAL RESERVE (50% of precept is advised) £20,640.97

Reconciled receipts and payments February 2023

Feb-23	Payments in Month	Details	Amount
DD	Npower	Electricity New Park	£34.65
DD	Bulb	Electricity Toilets	£16.82
DD	Invoco (GOCARDLESS)	Portable telephone number	£1.32
DD	Peoples Partnership	Peoples Pension	£77.81
B/P	A&J Lighting	Monthly Charge	£11.40
B/P	E C Waters	Home as Office February	£75.00
B/P	E C Waters	Office Expenses Jan 9th - Feb 13th	£16.06
B/P	CH Club	February meeting	£20.00
B/P	Staff	Salaries	£1,716.96
B/P	HMRC	Tax/NI January month 10	£118.40
B/P	Darkins	Village Maintenance supplies	£27.49
TOTAL in month			£2,115.91

Feb-23	Receipts in Month	Details	Amount
21-Feb	P Limb	Donation Church Clock	£30.00
24-Feb	Essex Community Fdn	Uplift Grant	£500.00
TOTAL in month			£530.00