

# DEDHAM PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale Tel: 01255 871483  
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Essex CO11 2PD

**Minutes of the Parish Council meeting held at The Duchy Barn on Monday 11<sup>th</sup> February 2013**  
Meeting open at 19.00

## **Present:**

Chair Cllr S Beeton  
Councillors: Cllr C Clark, Cllr P Gibbins, Cllr N Baker, Cllr J Hughes, Cllr S Vinter, Cllr K Taylor  
Clerk: Mrs Emma Cansdale  
Members of public, 19

Guest Speaker: Annette Thorpe Regional Partnership Director. East of England BT Group  
For a synopsis of the speakers report, please see the website, or contact the clerk.

### **1. Apologies for absence-** Cllr T Regan

### **2. Declaration of interest**

Cllr Clark declared an interest in the Sports Club, Cllr Taylor declared an interest in a planning matter.

### **3.**

### **4. Minutes**

Corrections made to page 1, spelling of Cllr Clark's name. Minutes approved for 14<sup>th</sup> January 2013

### **5. Matters arising**

- a) Royal Square- Cllr Gibbins gave the three quotes received for the work on Royal Square  
Royal Square to the drift: i) £10,413.00  
ii) £9,161.00  
iii) £7,600

Parking area around sports club: i) £5,894.00  
ii) £3,950.00  
iii) £3,840.00

Cllr Beeton has spoken with Mr Bob Penny CBC, who said there was potentially £18,000 in S106 funding.

Cllr Beeton proposed scheme is agreed in principle and further work on funding allocation is carried out by herself and PG with Bob Penny. Seconded by PG. Agreed.

IT WAS RESOLVED THAT the Royal Square project is moved forward by SB and PG, and funding is sourced through S106.

UKPN to be contacted re the siting of a supply on Royal Square. EC to find out standard charge.

- b) Co-Option of Councillor- criteria

Cllr Beeton put forward the option of a generic advert for the vacancy, or one which requested more specific expertise. Cllr Taylor suggested that specific skills were good, but needed to be opened up to everyone. Agreed that an advert with some essential skills and then some desirable skills should be drawn up by the Clerk

- c) Parking over accesses

Cllr Taylor received an email regarding people parking over residents and businesses accesses. The email suggested that something be put into the parish magazine and on the notice boards to remind individuals that it is a finable offence. The individual who had written the letter has already spoken with the Parking Partnership. Perhaps the PC could engage the PCSO about it. SV and KT to deal. SV to engage with the PCSO

## Have Your Say part 1

- A resident asked why the previous minutes were not on the website. EC stated these had been sent to Mr Laverick. MOP said that he had not received them. EC to check and re send. EC stated that February's minutes will be on the new website.
- Cllr Anne Brown raised the issue relating to the Royal Square and Drift work. She asked if they were highway. They are not. However, Southfield and the drift have had repair work on the carried out by ECC highways. If any area is 'Highways', DPC shouldn't be paying for the work. EC to investigate. Another resident added, that it is usual in private streets that the residents pay for maintenance.

## 6. Finance

- a) It was reported that the precept request for 2013/14 has been sent to CBC, who will meet to discuss the requests on the 20<sup>th</sup> February.
- b) The council were asked to accept the resignation of Edwin Tanner as internal auditor, and to propose Andy Higginson. Cllr Vinter proposed, seconded by Cllr Clark, agreed unanimously. IT WAS RESOLVED THAT Andy Higginson be the new Internal Auditor for Dedham parish Council

## 7. Accounts

- a) Cheques signed by Cllr Beeton (and Cllr Regan post meeting)

Roy Laverick- footpath laminates £19.47	A Hodson- £150.00
Ladywell Finance £45.00	Urban recreation £684.00
Duchy Barn- 10th Dec, 14th Jan 2 x £15.00 = £30.00	
PCSO contributions- £4029.75	
Hewes Security cctv Duchy Barn £149.88	
- b) Invoice signed for Clerks Salary 17<sup>th</sup> Dec- 28<sup>th</sup> February

## 8. Reports from representatives

Sports field -Cllr Hughes reported that the bin had arrived and PG was going to install it. She was waiting for the money from CBC before she could order the plaque for the Jubilee tree. She also reported that the monitoring of swearing during football games was going well, apart from one blip last Saturday. Cllr Clark added that a report on the language at this particular match was sent to the league, and it has been requested that there is a 'stronger' ref, when some of the 'worse' teams play. It was noted that it is the Away teams that are causing the problem.

Communications Group- Cllr Taylor

- a) Broadband- Cllr Taylor reported that following Annette Thorpe's talk, DPC were best waiting for funding, rather than signing up to a single supplier. He will also ask David Wilde, ECC, to speak at March's meeting.
- b) Website-Cllr Taylor advised the old website had a week left to run on its licence, and that he and EC would hope to finalise the new website and get it running live in the coming weeks. Following a discussion on the inclusion of contact details, only the Clerks and the Emergency Co-ordinator's number should be made available. All email addresses will be published, however an emphasis will be placed on how all correspondence should go through the Clerk first.

Media and Public Relations- Cllr Hughes reported on a successful training session provided by the EALC on Raising the profile of your Council. She said it was very helpful, and consolidated her existing knowledge. It covered a number of topics including comms engagement, annual report, and the website. It highlight the benefit of becoming a Quality Council, and the pitfalls of Social media. In discussions with other councillors there, it became apparent that surgeries has not worked well elsewhere, and tended to be poorly attended.

Cllr Beeton suggested the next DPC article in the parish magazine is a broadband and website update. KT and JH to complete.

Community Safety and Infrastructure (CSI) Group-Cllr Vinter reported that the group had met and happily accepted the addition of Highways and Transportation into their fold. The PCSO had been working with Chris Clark to clear snow during the bad weather. There is a need for volunteers for Neighbourhood Watch and Speed watch. SV had been looking at a number of Highways issues with Cllr Anne Brown, including the footway on Mill Lane. PC Underwood has requested that residents to make sure they report all incidents.

If it is an emergency on 999, or for non-emergencies on 101. The PCSO contract negotiations are discussed later on the agenda.

Cllr Baker asked if the salt bin on east Lane had been reported, and also the flooding issue at Coles Oak Lane EC had reported these to ECC in a letter also reporting the poor state of East Lane and Stratford Road.

Footpath and Tree Group- Cllr Beeton

Parish footpaths laminate-Cllr Beeton reported she is awaiting PPP funding

Tree Warden- Cllr Baker- Nothing to report.

Dedham Primary School- Cllr Beeton met with Heather Tetchner, Head of DPS to discuss who takes over the role of council liaison. Mrs Tetchner is to meet with the school board of governors and report back to SB

Emergency Co-ordinator- Cllr Clark reported that the Emergency plan was ready to print. Cllr Baker suggested it may be better to wait until we have full council, and to email a copy around to all councillors in the meantime.

Income Generation- Cllr Baker is to give a detailed report on the framers market later in the agenda.

## **9. Planning Group**

Cllr Gibbins reported on the following:

Applications:

No 130076- Lower Park demolition. No Objection

No 130112- Centaury House, extension. No Objection

No 130028- small additional extension. No Objection

Cllr Gibbins proposed the above recommendation. Seconded by Cllr Taylor. Agreed unanimously.

IT WAS RESOLVED THAT DPC submit a 'no objection' comment to CBC relating to planning applications No 130076, 130112 & 130028

Cllr Taylor raised an issue that small plots of land were being auctioned off around Essex, by ECC. One in particular is on Coles Oak Lane/Monks Lane. Questioned whether DPC should have been notified. Cllr Baker said as Weeley Parish Clerk, she had been notified by ECC of some land being auctioned in Weeley. Possible that notification was 'lost' during the transition of Clerks.

## **10. Council Structure**

The Terms of Reference that had been circulated prior to the meeting were discussed. The only change is on the Planning ToR, to say either the Clerk or a member of the PAG will submit recommendations to CBC. Cllr Baker proposed the ToR's are accepted. Seconded by Cllr Vinter. Agreed unanimously.

IT WAS RESOLVED THAT DPC shall adopt the Terms of Reference for each committee or advisory group. The Clerk shall produce a hard copy for all councillors.

## **11. Report on contract re-negotiation for the PCSO.**

Cllr Vinter gave a report on the objectives of the Special Services contract, performance monitoring and the value for money of the contract. Following a meeting with Sgt Lou Middleton, Inspector Adrian Dearsley, Cllr Beeton, Cllr Vinter and Emma Cansdale, SV made the following recommendations:

The contract should be renewed for one more year. In that year, proper monitoring shall be carried out by the Police and DPC, and a consultation with Dedham residents shall be carried out to before any further renewal in 2014.

Cllr Taylor agreed that as the PCSO was introduced by public consent, it should not be removed without public consent. Cllr Gibbins felt that spending 50% of the parish budget on a PCSO was not good value for money.

Cllr Baker stated a good consultation was required, and also pointed out that DPC are in a very small minority in Essex, playing for their own PCSO.

Cllr Taylor proposed DPC continue the contract for a further year, including the monitoring and consultation. Cllr Vinter seconded. Votes, 3 in favour, 2 against, 2 abstained.

IT WAS RESOLVED THAT PC shall renew the PCSO contract for a further year. EC to write to Sgt Middleton to arrange contract extension.

**12. Report from PCSO Appendix 5**

The Clerk read the PCSO report stating the following incidents for January 2013.

- 1) Theft from motor vehicle in Cole Oak Lane.
- 2) Sudden death in Crown Street (Natural Causes).
- 3) Burglary from 3 premises, 1 in Parsons Field, 2 on Jupes Hill.
- 4) Theft from shed in Birchwood Rd
- 5) Make off without payment in the High Street.

The PCSO asks for any information relating to the above burglaries on Tuesday 29<sup>th</sup> January, however trivial to come forward to the police. He also actively encourages residents to join the Neighbourhood Watch, and to remind everyone not to leave valuables visible in vehicles. He also wants to remind everyone of the new parking restrictions on Royal Square.

**13. Report from Borough Councillor-Nothing to report**

**14. Report from County Councillor-** Following the discussion on the PCSO contract, Cllr Anne Brown wanted to remind everyone that in her 17 parishes, Dedham has the fewest policing issues, that she feels it is down to the presence of the PCSO. The PCSO attends quickly, and provides a service that other parishes do not get.

Potholes-Cllr Brown asked everyone to keep reporting the potholes and highway issues to ECC. She has taken the Mill Lane footway issue directly to the portfolio holder.

Cllr Brown gave details of the LHP money available next year for highways projects, and asked people to think about projects that could be carried out in Dedham. Cllr Brown also reported a large sign in Stratford Rd, which she would like smaller, in keeping with the conservation area. EC to investigate. The hedges near Kiln Cottages are overgrown. EC to report to ECC. Sign clearing around the village also needs to be carried out. EC to report to ECC and CBC.

Cllr Brown took the opportunity to speak about Colchester Hospital in light of the recent report, and reassured everyone, that despite the damning report which used old data, Colchester Hospital is a very good hospital, that provides good care to its patients.

**15. Farmers Market**

Cllr Baker gave a report on the feasibility of a Farmers Market in Royal Square. (Please see website or the Clerk for a copy of the report.) This included a draft consultation paper.

Following a discussion, Cllr Vinter proposed that NB takes the project forward to the consultation stage. Seconded by Cllr Hughes. Agreed unanimously.

IT WAS RESOLVED THAT Cllr Baker starts the consultation on a farmers market on Royal Square. Cllr Baker asked councillors to email any feedback to her, on the consultation paper itself.

**16. Have Your Say part 2-**

- One member of the public stated that they have suffered £1000's worth of damage caused by vandalism, but had had no further trouble since the PCSO was in place.
- A member of the public pointed out you cannot measure what has not happened (in relation to crime incidents/ PCSO contract). Would need to compare Dedham against a similar village without a dedicated PCSO. Cllr Vinter clarified she was after anecdotal evidence from the residents on whether they feel the PCSO is good value for money.
- A member of the public asked if the PCSO contract was not continued in 2014, would the council tax go down? As part of the consultation, residents would be asked if they wanted the money spent on the PCSO, something else, or a reduction in council tax. DPC could not guarantee a reduction, or alternative spending would be the £16,000 the PCSO currently cost, as other factors could have an impact on the budget requirement for 2014/15.

**17. Date and Time of next meeting 11<sup>th</sup> March 2013, 7.00pm  
Meeting closed at 21.45**

