

DEDHAM PARISH COUNCIL
www.dedhamparishcouncil.org.uk

Clerk to the Council:
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Minutes of the Annual Meeting of the Parish Council held at The Duchy Barn on Monday 12th May 2014

Meeting open at 20.30

Present:

Chair: Cllr S Beeton

Councillors: Cllr N Baker, Cllr J Hughes, Cllr T Regan, Cllr C Clark, Cllr Ann Follows, Cllr P Gibbins

Clerk: Mrs Emma Cansdale; MoP: 1

1. Election of Chair

Cllr Regan proposed Cllr Beeton stand as Chair, seconded by Cllr Gibbins, agreed unanimously.

IT WAS RESOLVED THAT Cllr Beeton stands as Chair for the forthcoming year. The acceptance of office was signed by Cllr Beeton, and the clerk.

2. Election of Vice-Chair

Cllr Regan proposed that DPC do not elect a vice-chair. Cllr Clark asked what would be done if Cllr Beeton was not available for a meeting. A Chair would be appointed on the night. Agreed unanimously

IT WAS RECONVED THAT DPC do not elect a chair for the forthcoming year.

3. Apologies for absence

Cllr K Taylor, Cllr S Vinter

4. Declaration of interest

Cllr Clark as Chair of Dedham Sports Club.

5. Minutes

IT WAS RESOLVED that Minutes of the Parish Council meeting held on the 14th April 2014 be approved as a correct record and signed by the Chairman.

6. Update on items from last meeting

The clerk reported that CBC has responded to the letter regarding the emptying of bins on the playing field, stating they would not be able to waive the charge this year, despite the circumstances, as it would set an unacceptable precedent. They will continue to empty the bins until June. DPC agreed to fight this if possible, and are to seek advice from CALC, Cllr Mark Cable and the clerks forum. However, DPC also need to investigate how they are to pay, or alternatives if CBC's stance remains the same. The clerk and Chair to meet to discuss options.

Cllr Regan asked about the Sports Club finance. The clerk has written to the treasurer.

7. Have Your Say part 1

None

8. Finance Committee

1) Annual return and accounts for year ending 31st March 2014

The clerk read the statements on the annual return and completed the Parish Council section. Signed by Cllr Beeton and the clerk. Acceptance of the accounts and sign off proposed by Cllr Baker, seconded by Cllr Clark, agreed unanimously.

IT WAS RESOLVED THAT DPC signs off the accounts and annual return for year ending 31st march 2013. Clerk to send to the external auditors.

2) Internal auditor for 2014/15

Cllr baker proposed that Andy Higginson resume as internal auditor for 2014/15, seconded by Cllr Hughes, agreed unanimously.

IT WAS RESOVED THAT Andy Higginson resumes as internal auditor for 2014/15.

Cllr Regan suggested a letter of thanks be written to Mr Higginson for his work this year. Clerk to action.

9. Accounts

Cheques approved and then signed by Cllr Regan and Cllr Beeton

Clerks Salary May £247.52
Dedham PCC- Duchy Barn hire April £15.00
Accent Stationers £4.59
Zurich Municipal-insurance £1103.58
EPFA membership £30.00
CALC fees £35.00

10. Planning

Cllr Regan reported on the following:

142905: San Remo, East Lane. New detached dwelling on land adjacent to existing dwelling. Dedham Parish Council considers that because the location is outside the village envelopes a new development with no existing building footprint would create a precedent against the policies of the Village Design Statement. Recommendation: Refusal.

143732: 12, Kiln Cottages, Crown Street. Two storey extension to side and ground floor extension to rear. The overall increase in the size of the property is disproportionate and too large for the plot to the detriment of the surroundings and street scene. There is strong opposition from neighbors on all sides which the Parish Council notes and believes it responsible to support. Recommendation: Refusal

144617: 3, Brook Cottages, Brook Street. Reduce height of yew and general tree maintenance
Recommendation: No objection

144603: Lavender Cottage, Coles Oak Lane. Single storey rear extension
Recommendation: No objection

144581: Pentire, Long Road West. Prior notification of proposed rear extension under 6metres in depth
No comment required

144639: Stour Lodge, Long Road East. Two storey rear extension
Recommendation: No objection

DPC unanimously agreed the recommendations.

11. Crime report

4th April - Ipswich Road – Theft of metal from yard after forcing open yard gate.

5th April – Long Road West – Theft of property from vacant premises. Means of entry not known. Probably a family member.

10th April – Birchwood Road – Criminal damage to padlock.

12th April – Parsons Field – Assault by one local resident on another. One male arrested for Assault Occasioning Actual Bodily Harm (ABH).

19th April – Mill Lane – Criminal Damage to car park ticket machines in both car parks.

12. To review and agree committees, advisory groups and membership of (councillors responsibilities) (appendix a)

Following discussion, the roles and responsibilities were agreed for 2014/15. Please see appendix a (info also on the Councillors section of the website.)

13. To review and agree standing orders and terms of reference.

Chairs of the revised group to review ToR's and bring back proposed changes to the June meeting. All councillors to review Standing Orders and bring back proposed changes to the June meeting.

14. Insurance renewal

DPC are still in a long term contract with Zurich Municipal. Cllr Baker proposed DPC renew their insurance with Zurich at £1,103.58 for 2014/15, seconded by Cllr Regan, agreed unanimously

IT WAS RESOLVED THAT DPC renews their insurance with Zurich Municipal. Clerk to action.

15. Essex Playing Field Association

Proposal to renew with the EPFA from Cllr Baker, seconded by Cllr Hughes, agreed unanimously.

IT WAS RESOLVED THAT DPC renew its membership with the EPFA at £30.00

16. Donation towards new bench on playing field.

Cllr Regan proposed £100 is contributed to the removal of an old park bench, for the installation of a new one, in memory of Les and Peggy Brooks. Seconded by Cllr follows, 5 councillors in favour, 2 abstained. Carried.

IT WAS RESOLVED THAT DPC contributes £100 towards the replacement bench.

17. Correspondence

DPC received a request for a water table at the bottom on Gun Hill during a trail marathon. Agreed in principle, provided they contact the appropriate land owners/authorities

18. Matters for information

Filming for a TV series will be taking place in Dedham on Thursday 15th May.

Cllr Hughes reported the flower tubs around the village have now finished flowering and will be removed.

19. Have your say part 2

None

20. Date and Time of next meeting

2nd June 2014, 7.30pm

Please note, future meetings will be held on the 1st Monday of the month.

Appendix a

Committees, advisory groups, and councillors responsibilities
TBA