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**Minutes of the Parish Council meeting held at The Duchy Barn on Monday 3rd November 2014**

Meeting open at 19.30

**Present:**

Chair: Councillor Sheila Beeton

Councillors: Nicola Baker, Chris Clark, Ann Follows, Jane Hughes, Tony Regan, Kevin Taylor, and Sue Vinter

Acting Clerk: Brian Hindley

**1. Apologies for absence:**

Cllr Mark Cable

**2. Declaration of interest:**

Cllr Gibbins re Hallfields planning application. Cllr Clark re Small Grant Dedham Old Boys Club & Goal Posts item.

**3. Address by Cllr Hughes**

Councillor Hughes announced with much regret that she was resigning as a Parish Councillor as she and her husband were moving from Dedham to the West Country to be near her family. She had very much enjoyed her time with the Council and wished to say that working with her colleagues had been a pleasure. She hoped the Council would go from strength to strength. After the presentation of a gift from fellow Councillors Jane Hughes left the meeting.

**4. The resignation of Councillor Hughes**, confirmed in writing to the Chairman, was duly noted.

**5. Councillor vacancy arising from Cllr. Hughes' resignation**

Councillor Beeton reported that the CBC monitoring Officer had been informed and that publication of the vacancy to the village would proceed forthwith. A notice will be placed in the Parish Magazine. Unless an election was required the closing date for applications would be 31.12.2014. **Action: NB BH**

**6. IT WAS RESOLVED** that the Minutes of the Parish Council meeting held on the 6 October 2014 be agreed.

**7. Update on items from last meeting.** (Matters relating to updates are separate items).

- a) Playing Fields Award: The Clerk informed the Councillors that the Sports Club had been awarded four certificates, two of merit for both playing fields and a gold award for the football pitch and one for the cricket pitch. Councillors unanimously praised the Sports Club for their achievements.
- b) Sign survey: Councillor Vinter urged all Councillors to let her know of any road signs that could be removed in the village which according to reports were too many in number. Cllr Baker volunteered to tour the village and report back. Cllr Ann Brown said she would collate the findings with Cllr Vinter. **Action: NB AB SV,**
- c) Fallen Tree footpath 38; Tree removed.
- d) EALC consent to link website – Confirmed
- e) Obstruction of view Lamb Corner – reported to ECC & CBC

**8. Open Session:**

**Report from Cllr Brown:** Cllr Brown reported that Broadband implementation had moved to the second phase. The Local Highways Panel (LHO) had decided that Dedham would not be included in the scheme for a 20 mph speed limit because it had a through road.

There were several complaints from members of the public and Councillors; in particular the lack of response from ECC Highways on the following matters: -

- a) Obstruction of the footpath Coles Oak Lane, Colchester Road, Grove Hill.
- b) Potholes at various locations and poor state of footpaths and Princl Lane.
- c) Dirty state of 30 mph signs Coggershall Road.
- d) Cllr Regan raised the issue of lack of enforcement of breaches of ECC Highways directives and quoted the case of the infringements of the householder at Hedgerows Long Road East who had not complied with a directive to remove bollards that were outside his house along the edge of the

roadway. Cllr Brown then received several further complaints about the ineffectiveness of ECC Highways. It was said they are not fit for purpose and that ECC Councillors must take the situation in hand and improve matters. Cllr Brown said that if she were given a list of these complaints she would take them further. Our Chair indicated that all these complaints had already been reported; some of them several times. They would be now reported again to Cllr. Brown in the hope that action would be forthcoming. **Action: AB & All Councillors**

- e) Councillor Cable was not able to be present but had submitted a report which included:

Broadband - I have spoken with Kevin Bentley (in addition to Cllr Taylor's email) and we will get a complete view on the situation to understand why certain areas are not included. See item 13.

Boundary Review - The boundary commission has issued the first proposal for changes to the boundaries. These changes are being made to enable a reduction in the number of Councillors across the Borough, as well as to even out the percentage of councillors to residents across the Borough. The proposals can be viewed online. The initial review proposes that Dedham joins a much larger northern 'Stour Valley' ward which extends far across to the west of Colchester (Great Tey). There appear to be limited alternatives to this when trying to balance our ward against 'town' wards.

9. **A proposal to establish a Personnel Committee** by Cllr Beeton and seconded by Cllr Regan was unanimously agreed together with the circulated Terms of Reference. Cllr's Beeton, Baker, Clark, Taylor and Regan were agreed to be the Committees' members and an initial meeting would be held to establish the Committee and agree a sub-committee. **Action: SB**

**10. Allocation of Councillors Responsibilities** (arising from Cllr. Hughes' resignation)

- a) Sports and Recreation Committee: to include Iris Hindley.
- b) Media and Publicity: Shared by Cllr's Baker and Vinter.
- c) Duchy Barn: Cllr Taylor
- d) Watering War memorial Tubs: Cllr Baker
- e) CALC: Cllr Beeton will request Cllrs to attend when required.
- f) Highways: Cllr Follows.
- g) Health and Wellbeing: Cllr Vinter.

11. **Accounts:** Cheques approved and signed by Cllr Regan and Cllr Beeton,  
Brian Hindley Clerk's salary: November £197.92  
Brian Hindley Stationery: £22.80  
Dedham PC rental of Duchy Field: 2013/2014: £100.00  
Iris Hindley Litter Picking September £168 00  
Phillip Proctor (Eager Beaver): Footpaths £298.80.  
EALC Training Chair 2 days: £134.00  
Colchester BC Litter Bin Contract £805.20.  
Wreath war memorial Royal British Legion: £40.00.

**Action: BH**

**12. Crime report**

There were no reports of crime other than a spate of shoplifting reported by Cllr Vinter

**13. Reports from representatives**

Sports Field

Cllr Clark mentioned that another 3,000 daffodil bulbs had been planted on the playing field with a joint effort from the staff of Horizon Landscapes and Iris & Brian Hindley. The Clerk added that funding for the bulbs had come from Mr & Mrs Knowles with Iris Hindley paying for the peat. Councillors asked that a letter of thanks be sent to Mr & Mrs Knowles for their splendid effort that will enhance the present display.

Cllr Gibbins said that because of poor weather work on the roundabout had not yet begun but he was hoping it would shortly.

**Action: BH PB**

Communications Group (Cllr Taylor)

**Broadband.** Cllr Taylor had brought to the attention of Kevin Bentley of ECC complaints from residents of Dedham Meade who would not, for the present, be included in the high speed broadband project. He had urged them to make contact with their Ward and County Councillors, which he also had done. Despite hearing via the TV news that the next phase of broadband is to be implemented he had not received any further information or answers to his questions about progress in Dedham. He was disappointed in the response he was getting from ECC and would be robustly pursuing this. This was fully endorsed by councillors.

**Action: KT**

### Media and Public Relations

Cllr Baker, who now looks after this action, reported that Councilors had attended a Planning day the findings of which will be actioned in due course,

### Community Safety and Infrastructure Group (CSG)

Cllr Follows said that there was a transport meeting arranged for the 4.11.2014, which she would report on in due course.

Cllr Vinter. Speed Watch was still seeking more volunteers and if any Councillor knew of anyone interested they should make contact with her. The Police are conducting an effort to reduce speeding called 'Operation Brake' in the week 17-23.11. NAP meetings. To report the Police were pulling out of these and without them they now seemed a pointless venture.

**Action: AF**

### Footpath and Tree Group.

Footpath 26. A large rabbit hole had appeared near the gate in Coles Oak Lane to Stratford Road, which could be dangerous.

**Action: AF**

Tree Warden: Cllr Baker. Nothing to report

Dedham Primary School. Because of the aging of volunteers on the Parents group no firework display will be held this year.

Emergency Co-ordinator Cllr Clark had been disappointed with the lack of response of the Co-op about the defibrillator. No progress had been made. He was however pleased to report that the FA and British Heart Foundation had come up with funding for the placing of a defibrillator at the Sports Pavilion. It will be placed on the outside.

**Action CC**

### Transport and Environmental Work:

Cllr Follows informed Councillors that CBC is shortly to begin the tidying up of the perimeter of the Mill Pond after a meeting with CBC. Work will be done in the winter months.

Car Parking Working Parking A review of parking on Royal Square had been undertaken and there had been a number of infringements. It was agreed that the matter be referred to a meeting of the CPWP for recommendation back to Council.

**Action: SB**

## 14. Planning Group

Cllr Regan spoke about five planning applications:

(a)

Application	Description	Address
146119	Variation of condition 5 of application 98/1156 to enable use of stable by persons other than applicant	Eastfields East Lane
146042	Demolish existing single storey conservatory and lean to, erection of two-storey extension. Erection of side extensions	Stratford Place Stratford Road
146038	Proposed first floor extension, new bay window and internal alterations	Hallfields Crown Street
146035	Demolition of existing bungalow, garage and outbuildings, construction of sustainable two storey single family dwelling house and detached garage	Two Acres Colchester Road
145990	Works to trees in conservation area	Loke End High Street

The Planning Advisory Committee recommended '**No Objection**' to all the above applications except application 14602 which will be called in by Ward Councilor Cable because of objections. The details of concern are the west side of the development, which is deemed unnecessary and is suggested be removed. An email to this effect was proposed to be sent to the Planners. All recommendations as reported above were unanimously **Agreed**.

b) A Planning meeting had taken place with CBC Planning on 22.10.2014, the notes of which had been circulated to members. A notable section of the notes revealed that there should be a review of the village envelopes. A copy of this document is available from the Clerk.

15. **Bargate Lane possible breach of Planning Application 142121.** It was reported that mobile homes and caravans had been moved onto the site in potential breach of the above planning approval. Urgent action had been requested of CBC by DPC and Ward Councillor. In the meantime a further Planning application **146160** had been submitted for amended use of the site for caravans and mobile homes. There was little time for consultation, as this was due to end on

21.11.2014. A proposal to extend the time limit was made by Cllr.Regan and **agreed** unanimously. It was reported that Cllr. Mark Cable will ask for the application to be 'called in'. But he had cautioned that because a revised planning application had been made, it might not be possible for enforcement to be taken against the applicant for the current activity until this application runs its course. It was agreed that action on this issue by CBC as the local planning authority was urgent and that the clerk of DPC be mandated to write formally to CBC deploring the breach in planning procedure and requesting urgent consideration of enforcement action to prevent illegal occupation of the site. Cllr Regan was asked to be the spokesperson to the media on the subject as necessary.

**Action: TR BH**

- 16. DPC Small Grants. Councillors agreed the recommendations proposed by** Cllr Beeton and seconded by Cllr Tony Regan that Dedham Toddlers Group be awarded £300.00, and the Dedham Old Boys Football Club £250.00. The Councillors had already agreed the sum of £300.00 to the Dedham Youth Club at a previous meeting. Cllr Regan reminded Councillors that although only £600.00 had been allocated in the budget for small grants the extra £250.00 could be afforded. He proposed that the extra amount be approved. This was proposed by Cllr Beeton and seconded by Cllr. Taylor. This now closed any further application for small grant funding in the current financial year.

**Action: BH**

- 17. Application by Dedham Old Boys Football Club to purchase goal posts.**  
This application arose from a request by the Football Club to purchase goal posts on their behalf, reimburse the Council and thus avoid payment of VAT as purchases by the Council are free of VAT. The Clerk advised that he had consulted the EALC and they had advised that this process was not available to the Council as it was an avoidance of VAT that was not permitted under current legislation. Councillors accepted this advice and took no further action.

- 18. Neighbourhood Watch.** It is noted that the meeting of NW is scheduled for 25.11.2-14 in the Assembly Rooms commencing at 7.30pm.

- 19. Dedham Car Parks.** This item was dealt with under item 13.

- 20. Christmas Market. To resolve and approve** the use of Royal Square for the Christmas Market. Proposed by Cllr Baker and seconded by Cllr Beeton was carried unanimously. Clerk to give organisers details of the completion of risk assessment requirements.

**Action: BH**

A request by the organisers to seek the lifting of parking restrictions by CBC from DPC during the Market was proposed but not seconded. The clerk was asked to advise the organiser to address her request to CBC.

**Action: BH**

- 21. Amendment to Standing Orders. To resolve to approve** an amendment to our Standing Orders 1 (m) to read, 'recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted in line with the Openness of Local Government Bodies Legislation. Proposed by Cllr Baker and seconded by Cllr Beeton.

**Action: BH**

- 22. Correspondence.**

a) Clerk had received notification of the draft recommendations of the Local Boundaries Commission as circulated by CBC as Electoral Review of Colchester. Councillors felt that this required further investigation as it showed our inclusion in a huge revised ward to be represented by three Councillors. This was felt to be an issue worthy of more detailed examination and that it would be useful to explore the views of other Parishes proposed for inclusion in the new ward. Cllr Beeton suggested she take this on board and consult initially with Langham Parish.

**Action SB & BH.**

b) Clerk had received notification of the Village quiz on Saturday 31.01.2015 in the Assembly Rooms at 7.30pm. It was decided that DPC would enter a team.

**Action: BH**

- 23. Matters for Information:** None  
Meeting closed at 9.55pm

- 24. Date and Time of next meeting:** 1 December 2014 at 7.30pm

Signed.....

01.12.2014