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**Minutes of the Parish Council meeting held at The Duchy Barn on Monday 6<sup>th</sup> October 2014**

Meeting open at 19.15

**Present:**

Chair: Councillor Sheila Beeton

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

Acting Clerk: Brian Hindley

**1. Apologies for absence:**

Cllr Chris Clark  
Cllr Mark Cable

**2. Declaration of interest:**

Cllr Gibbins re Hallfields application.

**3. Minutes**

**IT WAS RESOLVED** that the Minutes of the Parish Council meeting held on the 1 September 2014 be agreed with a minor amendment on Item 12; "incorrect planning application for the Nook Princel Lane" should be 145188.

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

**5. Have Your Say part 1**

None

**6. Accounts**

7. Cheques approved and signed by Cllr Regan Cllr Beeton,  
Brian Hindley Clerk's salary: October £197.92  
Dedham PCC- Duchy Barn Hire: October £15.00  
Iris Hindley Litter Picking September £168 00  
Phillip Proctor (Eager Beaver): £449.88. (footpaths £318.88 & Playing fields £131.00)  
Dedham Sports Club £500.00.  
PKF Littlejohn: Auditing of Parish Accounts: £240.00

**8. Crime report**

Some more concrete toadstools have been stolen, this time from Mill Lane. Cllr. Vinter mentioned that a car had been broken into on Gun Hill.

**9.. Report from County Councillor – Not Present**

**10. Reports from representatives**

Sports Field

Cllr Hughes reported on the installation of the bench in memory of Peggy and Les Brooks at a ceremony marking a fitting tribute to the work both had contributed to Dedham for over 60 years. Thanks were expressed to Cllr Gibbins for installing the hard standing and to John Wolton who constructed the bench. Cllr Hughes continued that Dedham Playing Fields had won an award which will be presented on 23.10.2014 at Chelmsford. It was agreed that Iris Hindley would attend the award ceremony on the Council's behalf.

**Action: IH**

Community Safety and Infrastructure Group (CSG)

Cllr Vinter reported that a proposed Essex Community Messaging service with texts would shortly be introduced enabling advice to be texted to those who have signed up to the service. She also reminded everyone to use the 101 non-emergency service and only in emergency to call 999. She reported an intention to clarify the status of the road sign survey that she had been asked to conduct with Cllr Brown as this appeared somewhat vague. Cllr Beeton reported Ray Medlar had volunteered to attend the NAP

meetings on the Council's behalf and that he would report back to the Council via Cllr. Vinter. **Action: SV and RM**

The Clerk added to this item by indicating receipt of details of an announcement by the Chief Constable Stephen Kavanagh of a change in Community meetings. District Commanders were proposing to hold new Local Community Meetings on a regular basis with local PCSO's and officers. These meetings will replace the attendance of Officers at NAP meetings. The meetings will be published on the Essex Police website and on Facebook and Twitter. Implementation will take place on 1 October 2014 and fully operational by 1 November 2014. It is hoped that we will find out more about these at our launch of Neighbourhood Watch on the 28 October 2014. **Action: SV and RM**

#### Communications Group (Cllr Taylor)

**Broadband:** Cllr Taylor reported being unable to update the current position of broadband in Dedham as he had not been able to make contact with ECC over this. He explained that the apparent rollout and future plans did not cover the whole of the village and Dedham Meade and parts of Long Road will not have superfast broadband under current plans. He suggested that a petition from affected residents to our MP Bernard Jenkins and our County Councillor Ann Brown might help. Cllr. Beeton reported that this was unsatisfactory and Cllr Taylor was urged to try and clarify the position as soon as possible. Cllr. Taylor also reminded Councillors that all formal communications on behalf of DPC should be via the Clerk and she/he be copied in to other communications. Cllr Taylor said he would circulate the details of use and access and once all Councillors were properly set up communication using their DPC email addresses will be standard. All Councillors were advised to use their Dedham Parish Council emails once familiar with the process and all agreed. **Action: KT**

#### Media and Public Relations

Cllr Hughes asked that if any Councilor wished to place an article in the magazine to please let her know.

#### Footpath and Tree Group.

Cllr Beeton indicated she had received reports that the fallen tree on footpath 34 had now been removed but had not been able to check on this. Iris Hindley indicated she would check on this if she was in the vicinity.

**Action: SB/IH**

#### Tree Warden

Cllr Baker. Nothing to report.

#### Dedham Primary School.

Cllr Regan : Nothing to report.

#### Emergency Co-ordinator Cllr Clark:

Not present - no update.

#### Transport and Environmental Work:

Cllr Follows reported a forthcoming transport meeting in November which she will attend. She had noticed that only some of our village bus stops had been updated and will enquire about this. The poor state of our bus shelter in Long Road will also be addressed. She reported on a meeting with the Zone 3 manager concerning hedges that needed trimming, in particular Grove Hill, and was advised that this was the responsibility of ECC. Strenuous efforts had since been made to lodge complaints to ECC without success. Since her meeting the hedge near the roadway at the end of East Lane on Brook Street and the graffiti on the 30 mph signs had been dealt with. Cllr Regan commented that they had done a good job of the hedge.

## **11. Planning Group**

Cllr Regan spoke about 6 planning applications:

- a) 145739: Mill House Mill Lane. Copper beech as far end of car park has large branches overhanging car park needs cutting.
- b) 145766: 28 Forge Street, Notification of new rear extension.
- c) 145769; 7 Dedham Meade re submission of application 142456 (approved 28.04.2014)
- d) 145795: Mill House Mill Lane. New swimming pool to rear of stables.
- e) 145882: Bemerton House Coggershall Road Amendments to planning permission 121399 (Proposed two storey rear additions and single storey) cladding, insertion of new windows and associated alterations.
- f) 145928: Albany Lodge High Street. Demolition of existing garage and store, construction of new garage and store. The Council notes that the garage and store are not visible from roads or footpaths but will have a flat roof in a conservation area.

The Planning Advisory Committee recommended '**No Objection**' to the above applications.  
**Agreed**

## **12. Hallfields Development.**

Cllr Regan introduced this item and summed up the present position emphasising that they had not yet been an actual planning application from the Hills Building Group so although we have some idea of the proposal, from the exhibition and the plans on display this evening we still do not know what precisely the developer will be putting forward to Colchester Borough Planning in their planning application. The topic was keenly discussed by several members of the public present with Councillors. Copies of the summary of the questionnaires prepared by Hills were available to the Councillors and members of the public. There was some debate over the correct balance of affordable housing and private dwellings. Cllr Regan explained that there were proposals for eight private and nine affordable and that the development could not go ahead without this balance, as the development was not wholly within the village envelope. It was also stressed that the purpose of the exhibition was for Hills Building Group and Colne Housing to take into consideration the views of the public. In conclusion the views expressed in paragraphs 5, 6 and 7 of the summary should be given greater emphasis in the proposals. A copy of these paragraphs is attached.\*

Cllr Regan added that he had attended a recent CALC meeting at which he had expressed concern about amendments to planning applications that were, at present, not being sent to Parish Councils. He also had concerns about the working of the CBC website which stated the 'date published' for an application when in fact it should say 'date received'. CALC will be writing to CBC Planning on both these issues. He will be meeting with CBC Planning on 22.10.2014 and would be reporting back. He will also be monitoring development of the work at the rear of Spring Cottages (referred to below by Councillor Cable). **Action: AR**

## **13. Report from Ward Councillor Mark Cable**

Councillor Cable although unable to be present had presented a report to the Council, read out by the Clerk: 500k of funding becomes available for community/voluntary youth groups in the County. He will approach Dedham Youth Club to consider improvements to the Duchy Barn. He asks if there are any other youth groups in the village who could benefit. He has been assured by Matthew Rowe, the Director of Firstsite, that rumours that the Centre might be temporarily closed are untrue. He stills has concerns about the recent planning approval for stables behind Meadow Cottage in Bargate Lane, bearing in mind the history of problems with this land. He is keen to ensure the land is used for what is intended. He also mentions the Hallfields development and that several residents had mentioned to him the need in Dedham for low cost properties for downsizing and that residents should be aware that the current proposals include affordable (social) housing. He would be interested to hear from residents in general about the current proposals.

## **14. Report on Children's Play Area.**

Cllr Hughes said that it had been confirmed that 106 monies totalling £20,000.00 had been 'ring fenced' by CBC for this project and Cllr Baker added that she was also hopeful that additional funding may become available through other sources. Cllr Beeton wished to place on record the successful partnership of the two Councillors in delivering this project so far. **Action: NB**

## **15. Repair and relocation of roundabout.**

Cllr Gibbins reported that the contractor Playquip with whom he was working to replace the roundabout could not commence work until November. He will report in due course. **Action: PG**

## **16. Advertising Boards and 'A' Boards in the High Street**

ECC will report to DPC when they have conducted their survey

## **17. DPC Small Grants award**

Cllr Taylor reported that the Toddlers Group had yet to submit correct financial records in order to judge their bid. In the meantime he had received a further application to consider. He expected his Group to give their recommendations on both applications at the next meeting. **Action: CT and BH**

## **18. Neighbourhood Watch**

Cllr Follows updated Councillors of the large number of replies to the circulars to all residents, namely over 100. The NW meeting for everyone is scheduled for Tuesday 29 10.2014 at 7.30pm to which all are invited. NW will require a number of volunteers to act as co-ordinators. **Action: AF and BH**

## **19. Essex Fire and Rescue Parish Safety Agents**

Nothing to report due to the absence of Cllr Clark.

## **20. Car Parks**

Cllr Beeton reported on a quarterly meeting with CBC which revealed that sufficient income had been generated to date to cover the start-up costs of new parking arrangements. In due course we will publish figures, to include the cost of recent vandalism. This position was welcomed by Councillors and it was hoped that some additional income could be planned for in 2015/16. The Coach Park arrangements are still causing some difficulty in that some coach companies still appear to be confused about the new parking arrangements for coaches. It is proposed to clarify the position via Colchester Tourist Office asap. A meeting has also taken place with CBC about the maintenance of the Mill Pond car park where plans to improve the appearance of the mill pond bank were discussed. We were also given a useful schedule of CBC maintenance in Dedham which included the Mill Pond. Work will be done during the winter. **Action: SB**

Cllr Taylor asked that car parking in Royal Square be monitored as some shop keepers/staff were using the car park contrary to the agreement. Iris Hindley agreed to monitor the parked cars. Cllr Taylor asked that an agenda item reviewing parking arrangements on Royal Square be on the agenda for our next meeting.

**Action: All Councillors, IH**

#### **21. Repair to Notice Board at the end of Forge Street**

Clerk informed the meeting that this notice board was in need of repair. He had been in touch with the suppliers of the boards, some 10 years or so ago, and they required more details of what exactly was required. Clerk said he would try and inform the Company (Notice Board Company Ltd). Cllr Baker suggested that we should enquire what the cost would be to replace the board. Clerk said he would look into it as other boards were in need of attention. **Action: BH**

#### **22. Litter Bin Contract**

Cllr Beeton reported on her negotiations with CBC over the number of bin collections and the cost. She believed she had achieved a reduction in costs to a level that would be difficult to better from an alternative provider, if available. The resulting costs which she now recommended for approval were: a charge of £671.00 for the collections in 2014/15 and an estimated £748.00 for 2015/16. None of these figures had been budgeted for but obviously can be for next year. In the circumstance the figures were a good outcome and DPC were recommended to approve the SLA contract with CBC from 1.4.2014 to 31.03.15. This action was proposed by Cllr Baker and seconded by Cllr Vinter and endorsed by all Councillors. **Action: BH**

#### **23. Standing Orders amendments.**

The amendment to Standing Orders concerning the recording of Council meetings was debated and it was decided that further information was required concerning conflicting advice from the EALC and CALC. Cllr Baker will report to the Council at the next meeting. **Action: NB**

#### **24. Photographing, Broadcasting and Recording Meetings.**

**IT WAS RESOLVED** to sign the EALC consent form to allow the EALC to link its website to the DPC website and confirm that any photograph published on our website complied with the Data Protection Act. Proposed by Cllr Baker and seconded by Cllr Beeton. **Action: BH**

**25. IT WAS RESOLVED THAT** Chair Councillor Beeton attend two days of a Chairman's training course in October and November. Proposed by Cllr Vinter and seconded by Cllr Regan.

#### **26. Correspondence**

Clerk reported a request from the Dedham Vale and Stour Valley Project for consideration of a contribution from DPC. This would be placed on the Agenda for the next meeting. **Action: BH**

#### **27. Have Your Say Part 2**

A member of the public raised an issue that when approaching Lamb Corner from Grove Hill it was almost impossible to see around the bend towards Ardleigh and asked if this could be brought to the attention of ECC Highways.. Another member of the public brought to Councillors notice that parking along Manningtree Road caused a great deal of inconvenience on a day when the footballers were playing and said that as many as nine cars were parked there recently. They asked what could be done. Cllr Beeton said although she sympathised there was not a lot that could be done other than trying to find additional parking near the football field and regrettably there was not much hope of that. **Action: BH**

#### **28. Matters for Information.**

There were none

**29. Date and Time of next meeting:** 3 November 2014 at 7.30pm

Signed.....

**03.11.2014**