

DRAFT

Dedham Parish Council (PC)
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**Minutes of the meeting of Dedham Parish Council on
Monday 7th November 2022 at 6:30pm
at the Duchy Barn.**

Present: Cllr Smith, Cllr Beeton, Cllr Haines, Cllr Harrison, Cllr Mole,
Cllr Williams
7 Members of the public

The council had heard of the sad passing of Chris Clark and Roger Baker. Condolences will be sent to both families on behalf of the Parish Council by the Chairman.

22/078 Welcome by the Chairman.

Cllr Smith welcomed Councillors and members of the public to the meeting.

22/079 Apologies for absence.

Apologies were received and accepted from Cllr Neville.

22/080 Declaration of Interests.

Councillors to declare any disclosable pecuniary interests relevant to this agenda.

Note; Interests may also be declared at any point in the meeting where they become apparent.

None arose.

22/081 Minutes

Acceptance of the minutes of the Meeting of 3rd October 2022

These were agreed to be an accurate and true copy.

Proposed Cllr Mole seconded Cllr Harris all agreed.

22/082 Matters arising from these minutes.

All on this agenda

22/082 Have Your Say and visitors reports (CBC and County Councillors)

Questions may not be answered at this meeting but may go on to the next agenda.

Maximum of 3 minutes per person/group to make representations to the Parish Council, to a total of 15 minute.

Some residents had concerns about the speed of traffic in Long Road West and would like the speed reduced.

Cllr Neville does do a lot to reduce this in the village and there has been a recent survey regarding this from Highways. These results have just come back to the council but have not yet been analysed. The difference in 2 speeds on both roads was questioned and this would need to be directed to the Highways department via Cllr Barber. Cllr Neville is working hard to get VAS signs sorted out in the village. Cllr Neville will be requested to follow this up again on her return. The resident also reported that there was an accident which was reported to the Highways on this road and the clerk was asked to also report this to Highways and to Cllr Barber.

The Speed watch team representative reported that they had covered 97 sessions there were 1987 incidents in 9 months 295 of these had been logged for speeding before which is 15% of them recorded and reoffended. The PCSO's are also attending these sessions and making bookings on site. Speed watch data is passed on to the Essex Fire and Safety officer and monthly stats are sent out to show what improvements can take place. The data is given to Cllr Neville which can be forwarded to the rest of the council.

A resident reported that the trees have now been removed at Newfoundland Lodge and the wall is now going up. Cllr Chapman had spoken to enforcement about this and confirmed that they were aware of the problems that were there. The resident stated that the stable has now been built in a different direction and planning have not been informed. It appears that there has been no building control officer visiting the site and the Parish Council recommended that they speak to Building control to alert them to this and they should be contacted by the resident to see when this last took place. There are also problems with the drains that have been brought up before and are now an ongoing problem.

Cllr Chapman had sent a report but this had not been discussed by the council as at yet so cannot report this at this meeting.

22/083

Finance, Standards and Procedures Report

22/083a.To approve expenditure made in October and expenditure for this month.

Payments to approve this month are;

DPCC – Barn hires	£90.00
Clerk salary for Oct 22	418.12
Village Warden – materials £69.86 hours £ 975	1,044.86
Moser Groundcare for Oct 22	540.00
FFC Freeman & Sons footpath cutting	270.00
C. Harbach reimbursement for land registry fees	12.00
Original Landscape Designs new hedging	152.33
Community Action Suffolk – website hosting	60.00
Dedham Sports Club – drift lighting charge	57.96
Essex Association Local Councils – 4x councillor training	774.90
Royal British Legion – Remembrance Wreath	50.00

The Tearooms – hospitality for 2 days training	232.00
Total	3,702.17

End of October balances were read out.

Balance on current account	£1,000.00
Balance on deposit account	£269,107.93
Total	£270,107.93

Expenditure to date: £ 47,401.07

Income to date: £ 40,335.87

Funds will be moved to get some more interest on the accounts which will take place shortly. As the rate are moving quickly and daily, these will be moved to another bank to obtain better interest in different banks and to meet FSCS recommendations.

22/083b. Audit report update

This will not be updated until the meeting next week. A revised copy will be sent out before the next full council meeting.

22/083c. To agree the reviewed Terms of Reference for the Finance group

As the finance meeting had been moved to later next week this will be on the next agenda for the finance team and the full council.

22/083d. Quotes to be obtained for grass cutting, footpaths for next year's budgetary requirements

As the finance meeting had been moved to later next week this will be on the next agenda.

22.083d Donation to River Stour Trust

In the agreed budget for this year there had been a donation to the River Stour Trust for an £10,000 allocation. This was discussed and will be discussed in more detail at the Finance meeting next week it was thought that this was to go towards the new lock gates being put in by the AONB.

22/084

Infrastructure and Asset management

22/084a. Repairs for Blackbrook – has now been completed, and the hedging put in. Completed and discharged.

22/084b. Ditch clearance in Dedham Playing fields – been completed Anglian Water (AW) are due to start working along the ditch and this will be monitored.

22/084c. Therapy farm bridge- DPC are to approve the repair of the therapy farm bridge with S106 unilateral money from CBC provided we take on long term responsibility for the bridge. Cllr Smith proposed this and this was second by Cllr Haines. Danny Thurlow is the preferred supplier and will be contacted.

22/084d. Tree work at boundary of playing field - two quotes were received and Dedham Vale Tree Surgery (DVTS) were the preferred choice. There were

extra works that needed to be completed and this quote has come in. It was agreed to take on DVTS to cover the tree works for a total cost of £800 + VAT. Proposals will be put on the next agenda for approval to improve expenditure transparency.

Proposals shall go to the councillors before the meeting as stated on the agenda. This will be added to the next agenda and the groups will be putting any figures proposed for the agenda to the Clerk.

The Jubilee tree has been planted and it will need a plaque. There is also a plaque required for another tree in the area so both will be purchased at the same time.

The plaques will be quoted and proposed on the agenda for the next meeting. Cllr Beeton to obtain quotes for these.

22/084e. Quotes for footpath cutting 2023 it was a struggle to get people to quote for this. The current supplier will be contacted to see what will be the quote for this year. The grass contract is a rolling contract at the moment. Both of these quotes will go to the finance committee for the budget preparation.

22/060

Traffic and Planning/planning applications

A planning committee meeting was not held this month as there was only one main application to be discussed and there was sufficient time to discuss this at this meeting and to get a comment back to CBC in time.

222622 - Old School House, School Lane, Dedham Essex CO7 6HF
Application to discharge conditions 5 & 7 of planning application 200797
No comment

222243 - Shermans House, High Street, Dedham Essex CO7 6DE
Like for like repairs to section of boundary wall, including some localised rebuilding, and removal of modern raised terrace and brick wood burner.

222244 - - Shermans House, High Street, Dedham Essex CO7 6DE
Like for like repairs to section of boundary wall, including some localised rebuilding, and removal of modern raised terrace and brick wood burner.
Listed building consent.

One of these was for listed consent.

No comment

222612 - Scandia House, Long Road East, Dedham Essex CO7 6BW
Extension of existing first floor element to provide a new 'home office' and link between both existing first floor areas

This was discussed No objections

222685/222686 - Mount Pleasant, Birchwood Road, Dedham Essex CO7 6ED
Two storey side extension, single storey infill to rear, internal alterations and alterations to existing cartlodge. Listed building consent as well 222686.

This was discussed. No comment.

Cllr Beeton at the beginning of the year there was a planning advisory group and now this is a planning committee. There are a lot of things that are going on that are not only the planning applications and need to be aware of.

Cllr Beeton requested that she would like to have a meeting for this committee and would like to have the terms of reference reviewed and to have an opportunity to talk about other issues other than planning applications. This is a new group and when Cllr Neville returns, she will be informed of the requests made and will be producing various items for the next planning meeting agenda.

The other issues such as the green project/pylons etc are being mentioned at the public meetings so the public are aware of what is going on.

This will be discussed further at another meeting between the councillors as a whole and the next group meeting.

22/061

Group 3 community relations group

22/061a Report on meeting on 26th October 2022

A summary of this was given and a number of issues were discussed.

The notes for this meeting will be issued before the next group meeting as they are still in draft form.

Street/business trading – there is possibly going to be a meeting between some of the business' together with Cllr Williams who will follow this up and update councillors at the next meeting.

22/061b Sustainability and Dedham

A meeting was held with this group and Douglas Bourne who gave the council a lot of ideas that he had regarding sustainability in the village.

A new group will be set up to include local business' as well as residents to look at the forward for sustainability in Dedham.

22/061c CCTV update Cllr Harrison

Cllr Haines had looked into the possibility of having CCTV at the river to monitor the use of the field for car parking. After further investigation Cllr Haines stated that the legal requirements to be followed for this made this not feasible. The Warden will take this routine operation on with a camera and a SD card so this can be recorded on one camera which can be downloaded and sent to Babergh council as proof of opening.

When 28 days of trading are complete this will be sent to Babergh council.

This will be monitored and reported monthly by this council as well.

Changing the landscape at the river was also discussed but the PC do not currently own this but will try and get an idea of how this would look so it can be discussed with the residents and authorities. A proposal is for the architect to give the PC a quote to obtain getting plans drawn up.

Tourist information – At the Mill Road car park the information needs updating as it is out of date. Cllr Williams and Cllr Mole will look at this and ask the warden to update where needed.

Football Club - A response to the football club has been ongoing and discussions have taken place. The football club are preparing a business plan of what they plan to do to going forward with this. Once complete Andy Bell will send this to the parish council. The plan will show that the football club and sports club will be run separately and this will be part of the plan. This should be with the council next week some time.

CBC changing toilets - we reported that we were unable to fund the toilets and CBC have withdrawn this offer.

Outdoor gym equipment – this will be discussed with the residents before going out for quotes.

Christmas tree - although this was omitted on the agenda it had been discussed with all the councillors at the community group meeting. The proposal is to have a Christmas Tree in Royal Square over the Christmas period. The cost of this would be £350. This was proposed by Cllr Haines seconded by Cllr Mole all agreed. This will now go ahead.

Special Projects - Royal Square – Proposed plans are being drawn up and a quotation is being put forward for this. This will go out to public consultation shortly in Duchy Barn for the residents to give their views. This will go on the next agenda for proposal.

The next meeting for this group was discussed and agreed as Tuesday 22nd November at 6:30pm

22/062

Clerks Correspondence and contact enquiry forms

The Clerk has received complaints about the bus service and these had been sent on to Cllr Barber for him to look into as requested. The revised timetable has been sent and they are saying that it is usually for the bus companies to make sure that they place the timetable out at the bus stops.

Clerk to check that these will be put in place by the bus companies and the companies are to be requested for the council to copy.

The Home Office is using the Holiday Inn for more Asylum Seekers who arrived last week. There was a protest on the roof of the centre and the police were called.

There had also been a request from a company at the Dedham Business Park to have signs erected at the entrance of the Dedham Business Park on a temporary basis to advertise a charity dog walk in December and to hold a "Super car day" in aid of charity during 2023. This information had been circulated to all councillors. The dog walking signs have been requested to be put up on their property and the planning department will need to be contacted. Cllr Beeton had explored the car park option before about using the spare car park area at the weekend. this would be an opportunity to explore to see if this would be possible in the future. The letter will be discussed at the meeting and the ideas look promising.

Luke Riggey has contacted the council who is the current ANOB warden and has offered visits to meet the councillors to discuss any issues the council may have. It was thought to arrange a meeting to meet the community group on the 22nd November.

A resident has contacted me to request hiring a part of the Duchy Field for her husband's birthday and would like to use a piece of the field for an organised archery event. This was not agreed the resident will be contacted.

22/063

Co-option of new councillor

The council would like to co-opt Mr Richard Thorkildsen who has applied to become a parish councillor. The vacancy had previously been advertised and Mr. Thorkildsen had applied. The Election officer at CBC has been informed and the Borough Council have no problems with the Parish Council filling this vacancy as the criteria needed had been met.

Three councillors met with the candidate before the meeting before they were proposed.

Vote to elect Mr. Richard Thorkildsen

Proposed Cllr Smith seconded Cllr Mole. All agreed. The declaration of acceptance was signed by Richard Thorkildsen and the RFO.

22/064

Blue Plaque for Alice Lee update

A letter was sent to the occupiers of Ivy House by the Clerk on the 10th October 22 but had not received a reply back to date. It was suggested a follow up letter was sent to see if the owners were happy to have the plaque on their house. Action Cllr Smith will contact them directly. Clerk to email Cllr Smith with the letter sent and he will email the occupier directly.

22/065

Training events

Reports on attended events

Nominations for new events

Cllr Thorkildsen to go on to the next councillor training available.

Four of the councillors attended 2 days training at Langham Community Centre which were run by EALC for the basic councillor training.

Cllr Beeton asked the Clerk if she was still on the CiLCA course and reiterated how important training courses are.

22/066

Items for the next agenda

Please send any items for the agenda to the Clerk.

Plaque quote for trees.

Items above

Royal Square/River drawings proposal quote.

22/067 **Date and Time of next meeting**
Duchy Barn 5th December 2022 7:30pm.

22/068 **Chairman's closure of the meeting**
The Chairman closed the meeting at 8:15pm.

Signed

Cllr Smith

Date