



**Draft Minutes of
Dedham Parish Council
Annual General Meeting
held Tuesday 17th May 2022 7:30pm**

Present: Cllr Smith, Cllr Neville, Cllr Beeton, Cllr Haines, Cllr Harrison, Cllr Mole, Cllr Williams
Attendees: Clerk Carol Harbach
8 Members of the public

Cllr Smith welcomed everyone to the meeting.

22/012 Election of Chairman (sign declaration of Office)

Cllr Smith asked if there was anyone who wished to stand as Chair of the Council
No one wished to stand and Cllr Smith offered to stand again as Chairman. This was proposed by Cllr Neville and seconded by Cllr Fletcher. All agreed.
Cllr Smith then signed the Declaration of Acceptance as Chair.

22/013 Welcome and Apologies for absence

Acceptance of Apologies were received from Cllr Beeton.

22/014 Declaration of Interest.

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.
No interests were declared.

22/015 Election of Vice Chairman (sign declaration of Office)

Cllr Smith asked if there was anyone who wished to stand as Vice Chair of the Council
Cllr Neville offered to stand again as Vice Chairman. This was proposed by Cllr Haines and seconded by Cllr Harrison. All agreed

22/016 Signing of Councillors' Declaration of Office

Cllr Neville then signed the Declaration of Acceptance as Vice Chair.

22/017 Committee Structure

Cllr Smith would like to review the current structure and would like to have a separate meeting with all councillors to discuss this in more depth. Cllr Smith would like to move towards Committees for the council in the future. An available date will be convened shortly to complete this. Action Cllr Smith.

22/018 Minutes

Acceptance of Minutes 4th April 2022
The last minutes were agreed to be a true and accurate account.
Proposed Cllr Neville and second Cllr Harrison. All agreed.

22/019 Matters arising from the last minutes

These were all on the current agenda.

22/020

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.

Residents in Dedham and the surrounding villages are worried about the National Grid's East Anglian Green Project and this was discussed in depth at tonight's previous residents meeting.

These comments will be reviewed and the aim of the council was to make sure the public become more aware of this project. Regular meetings are being held by National Grid for the public to attend and there are website links for petitions and comments to be added. The Parish council also has planned meetings with a joint group including Cllr Barber, Cllr Guglielmi, Ardleigh and Langham Parish Councils and will report back to the council of any developments and updates.

22/021

To receive a summary report from each working group with recommendations for decisions where appropriate.

22/021.1

Group 1 – Finance, Standards and Procedures, Cllr Harrison

The year-end financial process' and AGAR are to be sent to the Authorities internal auditor which takes place next Friday and have been circulated and reviewed by the group. Cllr Harrison will produce a report to give to the auditor as he is unfortunately unable to attend. Barclays is still an on-going situation which the group is trying to move forward with. Action Cllr Harrison.

22/021.1a)

To approve expenditure circulated by Finance group on finance document

The expenditure sheet for this month has been circulated by the clerk and the payments were agreed.

These payments were:	£
DPCC Duchy Barn Hire	75.00
S. Williams – reimbursement for bunting for Jubilee	369.58
Clerks Salary for April 22	441.60
C. Harbach – reimbursement for Advert for Event license	210.00
Moser Groundcare – field cutting 8 th and 26 th April 22	540.00
Village Warden payment for April and some of May 22	1,092.00
Bandshop -Jubilee event payment	5,345.00
Eastern Play Services Ltd – play ground repairs	3,144.00
FFC Freeman and Sons – PROW Cutting	1,611.00
Colchester Borough Council – Emptying of all bins	1,397.86
BHIB Insurance – Parish Council Insurance	1,491.10
Essex Playing Fields Competition	12.00
Spingold Design & Print Jubilee Posters and Artwork	276.00
Joggleberry Ltd – Jubilee event payment	2,676.00
EH Electrical – additional work for Jubilee Event	631.20
Total	£ 19,312.34

These payments were agreed and proposed by Cllr Harrison and seconded by Cllr Mole. All agreed.

Cllr Mole stated that there were extra costs for groundworks for Blackbrook for Health & Safety reasons of £300. The Tree report for around the playing field showed urgent work needed also for Health & Safety requirements costing £2,500. The Therapy farm bridge quote has had to be obtained again as the previous company that quoted cannot do the work for several months and the bridge continues to deteriorate. The last quote has come

in at £6,000 It was agreed to obtain other quotes for this work before going ahead. The First two payments for Health and Safety reasons were agreed to go ahead by the Council. These payments were proposed by Cllr Mole and seconded by Cllr Harrison. All agreed.

22/021.1b) To agree to accept the new amendments to the Standing Orders

These had been reviewed and amended by the Finance group and circulated to all the councillors prior to this meeting. Proposed by Cllr Smith seconded by Cllr Harrison All agreed.

The Clerk will ask these to be added to the website.

22/021.1c) To approve pre audit figures for year 21/22.

The AGAR Forms have been reviewed by the Finance group and circulated to the council. They were Proposed by Cllr Harrison and seconded by Cllr Mole. All Agreed.

These were then signed by the Cllr Smith and the Clerk.

22/021.2 Group 2 – Infrastructure and Asset Maintenance, Cllr Mole

Jubilee event arrangements – These are progressing and bands/caterers etc have been booked, along with the necessary licenses, H&S, security and medical requirements obtained. Bunting is being delivered to the business' this week.

There is a list of things to complete before the day, the Councillors present offered to help on the day to complete these tasks apart from two who were not present that day.

22/021.3 Group 3 – Traffic and Planning, Cllr Neville

Cllr Neville reported that this is still ongoing and is waiting to hear back from Highways.

Some road signs have gone up and have also been put on the back of the gateways around the village.

22/021.3a) Planning Applications – Observations conveyed under delegated authority since last meeting

The planning applications below were discussed and agreed.

212997- Limetree House, Brook Street, Dedham CO7 6AD – Revised drawings of Erection of garden pavilion outbuilding and associated landscaping. 22.4.22

Dec 21 approved conditional slight change of design. No objection

220866 – West Gate House High Street, Dedham CO7 6HJ – Fell oak tree which is too close to a rare handkerchief tree (Davida involucrate) Cut down and remove cherry tree which has died on drive. No objection

220852 – 12 Coopers Lane, Dedham CO7 6AX – Application for approval of details reserved by condition (211981) No objection

220867 – St Marys Church, High Street Dedham Colchester – G1 lime trees. Trees becoming overgrown with mistletoe. Remove from trees for good health and longevity. No objection

220918 – 8 Kiln Cottages, Crown Street, Dedham CO7 6AU – new rendered from porch with oak frame and slot side panel windows. Visually acceptable No objection

220995 - Newholme, The Heath, Dedham Colchester CO7 6BU - Proposed Rear Extension 60 % increase in size no objections on site. No objection

220956 - Cavendish House, Coggeshall Road, Dedham CO7 6ET. Proposed extension to existing garage to form home office.

Visually acceptable no windows on front or rear 75% increase in size no objections on site. No objection

220775 – Shakespeare House, High Street, Dedham Colchester CO7 6DE -Change of use from shop/art gallery to self-contained residential dwelling (C3)

There were 9 objections on the CBC site and the Parish comments can be placed on the website tomorrow after asking for an extension of the deadline, so comments could be gathered today. Various residents were present and gave their comments on the application regarding the change of the use from commercial to residential.

The Parish Council took these into consideration and will be adding an objection comment to the application on the CBC website tomorrow.

220754-Pentworth House, The Heath, Dedham Essex CO7 6BU - Proposed first + second floor rear extensions with internal alterations. 12% increase in drawing No objections.

22.021.4 Group 4 – Community Liaison – Cllr Williams

Doctors' surgery – Cllr Williams has a meeting with the Practice Manager on Thursday and feels the liaison between the Parish Council and Surgery has improved. Cllr Williams will report back at the next meeting. Action Cllr Williams.

Cllr Williams also felt that the liaison has got better between all the business' lately, and she was thanked for all her work by the Council.

22/021.5 Group 5 – Business Tourism and Media – Cllr Smith

This was covered above.

Traders on the river are still a problem and CBC are following this up. It was thought to be a good idea to put up new signage in the car park regarding trading at the site.

22/021.6 Group 6 – Special Projects Cllr Smith

22/021.6a) Royal Square – update

There needs to be another meeting with the group to take this forward. This will be arranged by Cllr Smith. Action Cllr Smith.

22/021.6b) Queens Jubilee Celebrations

Cllr Smith reported that another act has been added to the day as there was a bit of a gap previously.

The Straw bales will be followed up by Cllr Fletcher.

The Sports club will now be taking over the main refreshments after the pub withdrew from the event.

Signs are being printed to go around the village and will be collected this week.

22/021.7 Personnel committee update

No meeting this month.

22/022 Clerks correspondence and contract enquiry forms.

Business Interest forms have been sent off to CBC and are now waiting to be updated on the site.

Litter pickers – a resident has been in contact to coordinate future litter picking around the village. Cllr Mole will be in contact with them and follow this up.

Councillor vacancy - No election has been called by CBC so the council can co-opt a new councillor to fill the vacancy. Advertising for this will be discussed and moved forward.

22/023

New area for Post Office van visits in village

The thought was to move this to Royal Square and away from the house where it is currently placed which is in the same area that the fish van is parked during the week. A trial period was agreed by the council and Cllr Williams will contact them regarding this. Action Cllr Williams.

22/024

National Grid's East Anglian Green Project

A response is going back to Cllr Barber to state that the Parish Council will be agreeing to sign the joint letter to support this objection. Cllr Barbers letter was read out to those present.

Cllr Barber's letter will be put on to the website for residents to access and find the links to complain. The approach going forward is that it is not wanted and the project needs to go offshore.

There is a local Eastern pressure group that has been set up and can be found online. A discussion around this project followed and it was thought to use local social media to get as many people aware as possible about the links. There is also a local Objection groups that are working on this and details can also be found on line.

The best way forward with this is to show a group objection, the initial date for closure is 16th June. Social media will help get the word out to local residents for them to object.

Sir Bernard Jenkin has an offset group which covers an "offshore ring" around the country so no pylons should go through the land and the offshore option can be used.

The next meeting is on 28th of May in the Venture Centre in Lawford.

22/025

Training/Events

Reports on attended events

Nominations for new events

None at the moment.

22/026

Items for the next agenda

Funding bids

Internal and external communication protocol.

22/027

Date and Time of the next meeting

The website calendar will be updated by the Clerk.

Wednesday 4th July. Apologies from Cllr Williams were given for that meeting.

22/028

Chairman's closure of the meeting

The Chairman closed the meeting at 9:00pm.