

DRAFT

Dedham Parish Council (PC)
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Minutes of the meeting of Dedham Parish Council on
Monday 6th November 2023 at 6:30pm
at the Duchy Barn.

This meeting is being recorded for training purposes.

Attendees: Cllr Smith, Cllr Mole, Cllr Harrison, Cllr Beeton, Cllr Neville, Cllr Williams, Cllr Bourn.

Present: Clerk Carol Harbach
10 Members of the public

23/109 Welcome by the Chairman and apologies for absence received.
Cllr Smith welcomed everyone to the meeting. Cllr Thorkildsen had sent his apologies.

23/110 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.
Cllr Smith and Cllr Beeton both declared a pecuniary interest in a reimbursement payment this month.

23/111 Minutes
Acceptance of the minutes of the meetings of 2nd October 2023.
After the amendments had been agreed this was thought to be an accurate account of events.
Proposed Cllr Mole seconded Cllr Harrison all agreed.

23/112 Matters arising from last minutes
Community Orchard – tree suggestions have been received and will be looked at by council.
A Litter pick took place last month and was well attended, a lot has been achieved. There was a consideration of completing this on a regular basis from the Spring if volunteers can be obtained.
Dangerous tree removal – this has been removed and a replacement tree will be planted to replace this. This will be an Acer Rubrum and will also be a memorial tree which had been requested and approved previously by the council in memory of previous residents.

23/113 Have Your Say and visitors reports (Colchester City Councillor (CCC) 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 minutes.

A resident asked about the speed signs that are down at the moment and would like the signs to be put back in place. This is coming up later on the agenda.

The PTA have sent a donation request to the council towards the Christmas Event. This donation is to cover the costs of setting up the event which is to also raise money for the Primary School.

A resident raised concerns yet again about the proposed planning applications at Petalo Lodge. The resident was given permission to discuss these concerns under planning later on the agenda.

23/114 Finance, Standards and Procedures Report

114.1 To approve expenditure for this month.

Dedham Vale Tree Surgery – hedge cut of field	£1,560.00
Village Warden invoice for Oct 23	1,113.47
Clerk Salary Oct 23	443.72
HMRC Tax and NI	103.40
DPCC Barn hire invoice 90	120.00
Moser Groundcare – field cutting Inv 1416	540.00
FFC Freeman & Son – footpath cutting Inv 301023	453.60
J. Smith reimbursement for collection boxes for survey	109.96
DPCC Village amenities grant Inv 2033/H8	1,500.00
DPCC – kitchen refurbishment grant	1,500.00
Craft Nurseries displays in village	312.00
S. Beeton postage for planning for Blue Plaque	5.39
Spingold Ltd-printing for Royal Square survey	1.014.00
Community Action – website hosting	60.00
Dedham Primary School	1,500.00
	=====
Total	£ 10,335.54

Balance at 31/10/23

A/C 90343633	£1,000.00
A/C 90365149	£308,736.97
	=====
	£309,736.97

Income £43,147.67

Expenditure £47,765.44

Cllr Harrison explain the budget to date including the income and expenditure.

The budget has a surplus of £37,000 which is due to capital funds not been allocated to date.

23/115

Infrastructure and Asset management

115.1 Jubilee tree guards and plaques update

This has still to be followed up with Cllr Thorkildsen.

Cllr Thorkildsen will be contacting the local blacksmith to start this work.

115.2 Blue plaque update

Cllr Beeton has submitted the plans for the erection of the blue plaque to the City Council. The new application form needs to be put in to the council. It is an application for advertising form which has been now received and can be completed. The Clerk to forward information of blue plaque contacts to Cllr Beeton. Action Clerk

115.3 Approval of replacement of waste bin with compactor bin in High Street - Cost £4,995 plus £150 delivery costs net of VAT.

Cllr Mole explained that there was a need for replace the open bin in the High Street opposite Prinsel Lane. After a discussion this was Proposed Cllr Mole seconded Cllr Bourn all agreed.

23/116

Traffic and Planning/planning applications

116.1 Planning applications and decisions from Colchester City Council (CCC)

116.2 Planning applications received from CCC

232290 - Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ
Kennels

New Kennel, existing wash room with new roof, existing garage with new cladding and roof tiles. This was called in by Colchester City Council.

232292 - Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ

New Kennels. All on the same site and the resident stated that the dogs are currently part of a commercial business and have attacked various people and have been reported to the police. All the applications for this property were discussed. These will all be followed up by DPC with Cllr Rowe. An email has been sent to Cllr Rowe for an update but nothing has been received back as yet. Clerk to contact Cllr Rowe again. Action Clerk

232394- Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ

Retrospective application for existing field gate.

232313 and 232314 - Great House, High Street, Dedham Essex CO7 6HJ

Proposed cart lodge (following demolition of existing cart lodge) Internal alterations to bathrooms and heating system.

This was discussed and DPC can submit comments to planning officer directly.

Historic England are involved and want this property to remain as near to its existing state as possible. After discussions it was thought that the DPC should support this application as it will be looked at in detail by the historic team at Colchester in any case. Proposed by Cllr Smith seconded Cllr Beeton all agreed to support application.

232346 - 6 Kiln Cottages, Dragonfly House, Crown Street, Dedham Essex CO7 6AU. Single storey front extension.

This has had previous permission for a garage suggested which has been put forward before, this application also goes along the front. After discussion it was suggested to put in a no comment for this application.

232285 11 Forge Street, Dedham Colchester CO7 6AR

Single storey rear extension & loft conversion.

Seems reason application No comment from anyone.

232462 Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ

Retrospective application for existing roof light.

Cllr Barber joined the meeting at 19:20pm

In light of all the additional applications on this site all Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ will be objected to by the council.

DPC need to have a conversation with CCC regarding these applications.

Action Cllr Beeton.

A resident also stated that the water on site is being pumped up on to the road and there is no drainage on the site.

Cllr Barber was asked when is the next CCC planning committee meeting will be this will be checked by Cllr Barber and he will get back to us. Cllr Rowe will be contacted.

23/117

Highways

117.1 Pedestrian signs

Cllr Neville stated that there has been a lot going regarding traffic and it has taken ECC 6 months to come back to us with the answers to DPC queries. The response will go into the parish magazine for residents to view. Cllr Barber has resigned from Highways panel and has asked for a surgery on Dedham traffic. This is still being followed up with the council.

Cllr Neville attending the Fish and Chip lunch and spoke to Roger Hurst the police commissioner and he has taken this on board and has news from Traffic watch team and has a enforcement team to use tru-cams by officers. There was previously one on Lamb corner and showed the officers where the traffic team usually stand and they can join the team or go directly and ticket will be sent automatically. Sir Bernard Jenkins is also starting to be involved with this.

There are no pedestrians' signs in the village and Cllr Neville would like DPC to buy some more of these for the village and use the ones that are already around the village where Highways posts are not being used. Regarding permission for this it will take two years to get an answer. There is a thought to put signs up but to be aware of not over do the signs with the village.

This will be put on the agenda for the next meeting and discuss this within the group and specific propose. This will be surveyed and then a complete cost package will be put together for the next meeting.

117.2 20 is Plenty

In light of lack of progress with Essex Highways, DPC agreed a new strategy was needed that started with engaging local residents and using the 20 is Plenty national campaign as a basis.

Essex is reportedly one of the worst authority team in the country regarding traffic and there is a meeting tomorrow to discuss this which Cllr Neville will attend.

117.3 Improved signage

Cllr Neville has done a lot of research into signage recently and has found out that DPC can do our own 20 is plenty green signs and would like to have the signs on bin in the village via stickers, printed and given to every resident who live between Munnings and Stratford Road the cost is approx. £170. The DPC would ask residents to put these up on their bins or in windows. Noise levels are also reduced if traffic goes slower.

The DPC would like to try to get the rest of the village to 30mph as it is difficult for drivers and the traffic watch team when speeds keep changing all the way through the village. These could also be printed for the rest of the village the cost of this is around £800. These stickers would be red.

A suggestion was made by a resident to have signs on yellow background and some of these can be printed off and laminated. This will be considered in the future.

The school traffic campaign competition was run last year and Cllr Neville would like to complete this again. Once the competition has finished the winning A1 designs will be printed and then put up around the village. This may be up to £500 in expenses and it will give prizes to the children who enter the competition and also help to raise the awareness of speeding traffic in the village.

It is also an education for the village regarding the traffic and to make sure that people are informed and why this is happening. There is agreement to these suggestions above in principle and the next stage will be bringing prices and quotes to the next meeting.

There is an issue with parking outside of Co-op and the yellow lines have disappeared. NEEP have stated that the Parish Council could pay for these to be reinstated. This will be on the next agenda. It was also suggested that we may to try and get a zebra crossing in Mill Lane – from the car park near the pedestrian exit, to across the road and this may encourage people to come into the village.

Discussions would be had with Highways in the first instance.

117.4 Roger Horst/Sir Bernard Jenkin response

Cllr Neville reported her conversation with both of above regarding traffic concerns in Dedham and Sir Bernard Jenkin is keen to get involved.

23/118

Pylons update

It is thought that this might not be going through but we will have to wait and see.

23/119

Group 3 Community relations group

119.1 Royal Square

Royal Square surveys had been distributed and some replies have been received by the Clerk. These are starting to come back in to council via the village collection boxes. The public exhibition is going to be on Monday 4th December from 2pm prior to the Parish Council meeting. This date will be put in the magazine. Prices have been obtained for the posters and these are within the budget agreed previously.

There will be a conversation with the Church to see if we can have them on display there as well.

119.2 Update of River

This area is flooded at the moment and Mill cottages opposite the river have been flooded. There was an alert put out by the Environment Agency and is currently still in place. Alerts to your personal phone can be completed through the Government website. These are monitored by the Environmental Agency and the flood gates are currently open. DPC are looking at trying to update the information of the flood alert plan as part of their emergency plan. Water level sensors are at Langham and there is a 12hrs delay after them before it reaches Dedham. Sometimes high water is the water table rising and not necessarily the river itself overflowing. Babergh have been written to regarding the temporary car park usage currently which have had their allocation until next May.

119.3 Sports Club

The Unilateral Undertaking money has been chased by the Clerk and has now been approved by CCC but has not come through to date. When it is received this will be forwarded to the Sports Club - £2,544.16.

They reported that the Loft has been cleared and will be refurbished next month with the new insulation.

The gutters need to be cleared and the council will be getting this completed.

119.4 Sustainability update

Cllr Bourn updated the council and there is a community group promoting Sustainable Dedham.

Councillor Bourn acts as the link from the Sustainable Dedham group to the Community Group and they are planning to implement a booklet for the residents. Proposals from this group will be brought forward at the next meeting. There are sustainability groups in Manningtree, Brantham and Mistley and may well all get together sometime soon and hold a possible public meeting in the future. There are many issues that are similar amongst the groups and they are trying to work on these together, this would benefit all concerned.

119.5 Social Media quotes/proposals

Cllr Neville put forward quotes and a possible proposal to have a social media page for Dedham Parish Council. Paper copies of the draft social media policy have been given out tonight for consideration at their next meeting.

The reason being for this is to get information out to the residents quickly.

Cllr Neville has been speaking to CCC about how to start this procedure off.

The idea is that DPC have to get the following “likes” up and lots of good news items go in once or twice a week. This is a quick way of getting information out to residents. This will be a feed about Dedham emails can be sent so these can be answered. There is a social media company locally who could complete this for us for a 3-month trial basis the quote was for £400 a month + VAT for 2 post a week. There is another quote for £140 to create the web page and then links this to other pages so it pops up in various feeds and updates to the website and links are available. If we want to consider this then the cost is £360 for 12 weeks for Facebook initially.

A question was raised as to how many people might follow this. Apparently, Dedham Vale Voice Facebook page has 6.3K members. The objective would be to get information out to people quickly, there are a lot of people who know about Facebook and use social media. This was not to take away information from the parish magazine and in the longer terms it can promote cohesion and community spirit within the village. On the website recently there were 300 people looking at the village survey in 2 days and it was suggested that another person could add things on the website.

Facebook was discussed in more detail, questions were asked as to who would run it and a particular councillor would need to be allocated to oversee this.

The overall idea of the Facebook page for the council will be taken forward.

Cllr Harrison will bring the costings forward to the next meeting and this will be taken to the community meeting to be discussed further.

23/120

Election of Vice Chair

The council does not currently have a Vice Chair. Cllr Smith asked all councillors who was willing to put themselves forward to cover this post.

Cllr Mole was then Proposed by Cllr Beeton and seconded by Cllr Williams all agreed. Cllr Mole then signed the declaration of office for Vice Chair.

23/121 Proposed Committee restructuring of groups and agreement of the terms of reference for these groups

These groups had been discussed at the Community meeting and members had been reallocated. The final groups had been distributed prior to this meeting and were to be agreed tonight.

It was agreed to move the emergency plan group from group 2 to group 1.

The terms of reference for these groups will be agreed at the next meeting by the Chairs and then put forward for agreement by the full council.

This group information will be added to the website.

23/122 Christmas Market and wreaths

Unfortunately, Cllr Thorkildsen is not present tonight but there is a representative from the Primary School PTA who updated the council of progression of the event to be held on the 2nd December. A request from the PTA from the school had been received for a grant of £1500 towards the event costs. Volunteers on the day would be appreciated by the group if anyone can attend. This donation had been discussed at the community meeting and it was agreed to bring this forward to this meeting for proposal. This was proposed by Cllr Mole seconded by Cllr Harrison All agreed. The payment will be added to the payment run for this month. This event is running from 1:30pm to 4:30pm on the 2nd December.

Christmas Wreaths will be given to all the business' in Dedham from Dedham Parish Council and requested that these be put up before the Christmas event. This will cost £25 a wreath for 20 wreaths at a total cost of £500. Proposed Cllr Smith seconded Cllr Neville. All agreed.

23/123 Business Breakfast

Date for the next meeting is proposed for early March and a new speaker would be decided at the next community meeting. It was felt that it is a good forum for businesses to come forward with ideas for the agenda and note any changes that are taking place generally. An increase in the budget will be agreed once some quotes have been obtained. Figures will be brought to the next meeting. Action Cllr Williams.

23/124 Clerks Correspondence and contact enquiry forms

A resident had complained about a van and car which appeared to have been abandoned in Crown Street. The Clerk has spoken to PC Gary Woolford who is following this up and hopes to rectify this situation soon.

There has been a request from the organisers of the Dedham Residents Christmas lunch event for a grant this year, as last year for £1200. This will be taken to the next meeting for agreement.

There has also been correspondence from Dedham Cricket Club, there are plans for Antony Roberts from the Arts Centre to do his traditional reading of A Christmas Carol at the Sports Club on 18th December. Tickets are available

from the Anchor Stratford St Mary and all proceeds will go to Colchester Food Bank.

There are also new timetables for the buses that came into effect from the 29th October. The Clerk has requested the bus company to place new timetables at the bus stops.

There has also been a Youth club enquiry received, as there has been a request to start this up again for youngsters in the village. There has been an communication received from a lady who has offered to run this club and as the council have supported this in the past there may be further conversations regarding whether the council could consider supporting this again. This will be taken to the community group. Cllr Neville will follow this up. Action Cllr Neville.

23/125

Training events

Reports on attended events

Cllr Bourn is going on a couple of EALC courses shortly.

Nominations for new events

Any enquiries are to be given to the clerk.

23/126

Items for next agenda

See above

Speeding poster expenditure

Social Media expenditure

Stainability site expenses

Business breakfast

Benches on the community group update.

Strategic review – also on community meeting agenda before next main meeting.

23/127

Time and date of next meeting

Next meeting on Monday 4th December 6:30pm. Apologies from Cllr Mole and Cllr Neville.

23/128

Chairmans closure of meeting

The Chairman closed the meeting at 8:20pm

Signed

Cllr Smith

Date