



**Minutes of the Annual Parish meeting
of Dedham Parish Council on
Monday 22nd May 2023 at 7:30pm
at the Duchy Barn.**

Present: Cllr Smith, Cllr Neville, Cllr Mole, Cllr Harrison, Cllr Beeton, Cllr Williams

Attendees: Clerk – Carol Harbach
Cllr Barber - Essex County Councillor and Colchester City Councillor North Ward.
Cllr Rowe - Colchester City Councillor North Ward
6 Members of the public

Apologies Received and accepted from Cllr Thorkildsen

23/31 Election of Chairman

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 Mole. All agreed.

23/32 Signing of the Declaration of Office

The declaration of acceptance of office was signed by Cllr Smith and the RFO.

23/33 Election of Vice Chair

Cllr Smith asked if there was anyone who wished to stand as Vice Chair of the Council.
No one wished to stand and Cllr Neville offered to stand again as Vice Chairman. This was Proposed by Cllr Harrison and seconded by Cllr Smith. All agreed.

23/34 Signing of the Declaration of office

The declaration of acceptance of office was signed by Cllr Neville and the RFO.

23/35 Apologies for absence

Apologies were received from Cllr Thorkildsen.

23/36

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.

No interests were declared.

23/37

Minutes of last meeting 3rd April 2023

These minutes had been circulated and were agreed to be a true and accurate account.

Proposed by Cllr Neville seconded by Cllr Mole

23/38

Matters arising from these minutes

Tree guards later on agenda

Name change of sports pavilion to the Chris Clark Pavilion –This has been taken to the sports club who thought that it was appropriate to have a plaque but did not want to change the name to the Chris Clark pavilion. If the Sports Club are happy for the plaque, then it was suggested that the Sports Club take ownership of this and pay for this themselves.

Rest of items on this agenda.

A typo was spotted in the March 23 minutes regarding the resignation of Cllr Haines and not Cllr Harrison. This will be changed in the minutes and recirculated to all Councillors.

23/39

Structure of committees

The following Structures were proposed for the forth coming year

Finance and Standards Group;

Cllr Harrison (Chair), Cllr Smith, Cllr Neville, Cllr Mole

Infrastructure and Asset group

Cllr Mole (Chair) Cllr Beeton, Cllr Williams, Cllr Thorkildsen

Community Group

Cllr Smith (Chair), Cllr Neville, Cllr Mole, Cllr Beeton, Cllr Williams, Cllr Thorkildsen, Cllr Harrison – member - Professor Douglas Bourn

Personnel Committee

Cllr Smith (Chair), Cllr Neville, Cllr Harrison, Cllr Mole

Planning Committee

Cllr Neville (Chair) Cllr Smith, Cllr Mole, Cllr Beeton

This was suggested to go back to an advisory group in the future and to have Traffic and Planning as two separate groups.

.

Proposed Cllr Beeton seconded Cllr Smith all agreed

Cllr Smith will act as the liaison Cllr for the Sports Club.

Cllr Williams is happy to stay as business liaison councillor

After a discussion these committees were agreed

Proposed Cllr Harrison seconded Cllr Williams Agreed by all.

23/40

Proposed agreement of the Code of Conduct, Grievance and Discipline Procedures, Data Breach policy and Complaints procedure. These have all previously been circulated to members of the council and no amendments had been received by the Clerk.

Proposed Cllr Harrison seconded Cllr Mole All agreed. These will be added to the website and circulated to all councillors.

23/41

Have Your Say and visitors reports (Colchester City Councillor (CCC) and County Councillors)

Residents of Box House Lane they were disappointed that the planning has been passed by CCC for Penton. The site is being used now for large parties at the site and this has been reported to the police but nothing has happened. This has been going on more often and now needs to go on to environment Health who are only there 3 days a week to take complaints. Cllr Lewis stated that there could be a Statutory Nuisance notice issued and Cllr Rowe will pick this up for the residents and make more enquiries. All reports and issues will be forwarded to Cllr Rowe to look at. Cllr Rowe will also look into the caravan issue.

It was noted that when the PC had received details back from the CCC it had been passed back to the residents.

Cllr Lewis - road repairs - Mill Lane and Southfields. Cllr Lewis had thought that the Southfield issues had been completed but as they hadn't, he will be chasing these up. National Highways would not give a licence for a road closure whilst the work is being completed on the Ipswich side of the A12 as there are diversions in place. This is likely to start in early July. Permits have been granted so will now take place.

It appears that the department that deals with cycle lanes have money available to have the roads repairs for potholes.

Cllr Rowe introduced himself and has recently has been elected as the new councillor for this area.

Cllr Beeton asked there use to have a system where a councillor could "call it in" for a planning application. Cllr Lewis stated this can still be obtained but has to go through via the ward or borough councillors. If there is a particular application that the council wish to make, they can contact Cllr Rowe and he can "call it in" in for them. It was noted that the Chair of the Planning committee has to place this on the planning committee agenda to be discussed.

Cllr Rowe also has a locality budget where a council can request money for a project.

The question was asked on how do you speak someone regarding getting a green rural lane status for roads. Cllr Rowe will try and find out and come back to the council.

23/42

Finance, Standards and Procedures Report

23/42.1 To approve expenditure for this month.

April Payments

Village Warden April 23	£682.50
Clerk Salary April 23	443.72
DPCC Invoice 65	90.00
CCC – Bin contract for year	1,942.50
Imaginations Event Services Ltd – coronation	
Activities for residents	628.00
Moser Groundcare April	720.00
C. Harbach - reimbursement for refreshments for	
Outside agencies	19.80
C. Harbach – reimbursement for external	
Hard drive for back up	43.99
Dedham Centre Tearoom for stakeholders meeting	70.00
Matrix Electrical Engineering Ltd Repair of light	
In Mill Road	465.60
FFC Freeman & sons – Footpath maintenance	1,634.99
	£6,683.10

For May

DPCC Invoice May 23	120.00
Clerk Salary May 23	443.72
HMRC Tax and NI	206.80
Village Contractors invoice May including	
Materials	1,204.54
Dedham Sports Club – coronation event	850.00
BHIB Insurance 23/ 24	1,596.07
EALC Playground inspection course	456.00
DPCC Parish Magazine	1,000.00
DPCC Rental payment for toilets on playing field	50.00
	=====
Total for May	£ 6,136.53

These payments were proposed by Cllr Neville seconded by Cllr Mole
All agreed

23/43

Infrastructure and Asset management

23/43.1 Approval of quotes for tree guards and plaques

Cllr Thorkildsen had obtained a second quote for these from a local blacksmith at a cost of £744. A plaque for the tree guards would also be need for these. The original quote was for £2,724 including a plaque. The quotes

had been circulated to Cllr previously and were discussed. This will be deferred until Cllr Thorkildsen is able to attend and make comments on this.

Troughs around War memorial – these were mentioned and are due to be replanted this month. The current troughs are at the end of their life and need replacing/repairing at a cost of approx. £125 for materials. The village contractor has offered to make these for the council.

Proposed new troughs to be purchased/repared. Proposed Cllr Mole seconded Cllr Harrison agreed by all.

23/43.2 Blue Plaque update

Cllr Williams will follow this up and bring up at the next meeting

23/44

Traffic and Planning/planning applications

23/44.1 Planning applications and decisions from Colchester City Council (CCC) Decisions received

230558 Shelley Glebe Farm, Grove Hill, Dedham Colchester

Demolition of Barn to land adjacent Shelley Glebe Barn

230875 Shelley Glebe Farm, Grove Hill, Dedham Colchester

Application for prior notification of proposed demolition

Applications received

230661 East Lodge, Gun Hill, Dedham Colchester CO7 6HP

Proposed replacement garden room, alterations and renovation of East Lodge (Amended site address)

230770 Whitmore House, Crown Street, Dedham Colchester CO7 6AW

Internal alterations to ground and first floor

230788 Alumhurst, Long Road West, Dedham Colchester CO7 6ER

Proposed detached cartlodge to previously approved replacement dwelling (ref 221585)

230854 The Pines, Boxhouse Lane, Dedham Essex CO7 6HZ

Single storey side and front extension with new entrance porch. Resubmission 221696

230987 Orchard Cottage, Anchor Lane, Dedham Essex CO7 6BX

Single storey side extension plus a hip to gable roof extension at first floor with a new matching dormer window.

231051 Walnut Tree Cottage, Ardleigh Road, Dedham Colchester CO7 6EE

Two storey side extension plus new garden wall

There has been no objection in from residents and after these were reviewed there was nothing contentious so no objections will be placed on the planning site.

23/44.2 Village Gateways

New gateways for the village will be looked at by the group and brought back to the council when details have been finalised for agreement. We can only have one gateway so this will be part of the highways report follow up.

23/44.3 Pylons update

There was a pylon information meeting held jointly with Langham and Boxted last month Luke Marshall spoke on this at the earlier meeting Updates were given and information given out.

23/45

Community Relations Group

23/45.1 Royal Square

A draft consultation survey document will be compiled and taken for discussion to the next community group meeting. The actual consultation will probably be undertaken in August/September.

23/45.2 Update of River

Discussed earlier

23/45.3 Sports Club

Discussed earlier

23/45.4 Goal posts

It was suggested that the parents came to the meeting but they had not attended. The issue is that there is no one to look after them and put these away after use. Hopefully the families will attend the next meeting and come back with a proposal of how this will be managed.

A grant could be offered by the council if they are willing to look after them and manage the goals.

23/46

Funding for repainting of yellow lines - email from Cllr Barber

There was an email received back regarding the yellow line repainting in the village from NEPP stating that this was unlikely to be completed this year due to funds not being available. There was a suggestion from NEPP that the Parish council may wish to make a contribution to the cost of this if it feels that it should be completed earlier.

The clerk raised the point for clarity that the road marking on the main highway is usually the responsibility of the Highways department and not NEPP who own the car parks. This was thought to be left until Royal Square is discussed further.

23/47

Memorial Bench request from Grainne Maloney

There has been a request from Grainne Maloney to have a memorial bench for his mother placed on the recreation ground. It was thought to how many could be placed in the area. There is a spare place along the Drift so it would be possible to have a position for a bench. If this was to happen then a design

to match what is already there would be suggested. Proposed in principle for this to go ahead. Clerk to contact her to get more information.

23/48

Clerk Correspondence

There has been an email from Jennifer Tolhurst, HM Lord-Lieutenant of Essex regarding a Kings Coronation plaque which is available for £199 and has wondered if this is something that the council may wish to consider in the future. This has been passed on to the Community group.

We have received an offer of Volunteering for community benefit which has also been passed on to the Community group for consideration. (Shannon Bray) The lady has been contacted and she will be back in touch.

23/49

Training events

Reports on attended events

Nominations for new events

Cllr Mole is going on Wednesday and Cllr Thorkildsen is due to start councillor training soon.

New councillors will be discussed and suggestions were put forward.

23/50

Items for the next agenda

To be given to the Clerk

New Councillors recruitment.

23/51

Chairman closure of meeting

Chairman closed the meeting at 8:50 pm

Signed

Cllr Smith

Date