

Draft



Minutes of the meeting of Dedham Parish Council (DPC) held on Monday 2nd December 2024 at 6:30pm at the Duchy Barn

Attendees: Cllr Harrison, Cllr Bourn, Cllr McLaughlin, Cllr Sneddon, Cllr Martlew, Cllr Main.

Present: Clerk - Carol Harbach
20 Members of the public

24/130 Elect a new Chair

The Clerk opened the meeting and stated as there is no current Chair to run this due to 3 resignations from councillors, the election of a new Chair is the first item on the agenda.

The Clerk then asked the council for proposals for the new Chair.

Cllr Bourn was proposed by Cllr Harrison seconded by Cllr Main All agreed.

Cllr Bourn then signed the declaration of acceptance and carried on the meeting as the new Chair.

24/131 Welcome and apologies and Declaration of Members interests

Cllr Bourn welcomed everyone to the meeting and thanked them for voting him on a Chair. There were no apologies.

24/132 Public Open Forum (Maximum 15 minutes)

A resident asked about why the previous councillors had resigned. This was answered with these were due to personal matters.

A resident asked that on reflection of the minutes could the points of discussion raised and votes taken, if they were not unanimous what was discussed be reported. Could these be in bullet points of what was discussed and can it be minuted. Can meetings also be recorded in the future to help with the minutes. The resident also wanted to know what supervisory body does the Parish Council report to. This was clarified as Colchester City Council (CCC) and the Monitoring Officer the other points were noted. The resident then asked about what protection from ethic and governance rule there were and what rules there were regarding any friction between members and contentious issues within the group. It was explained that these can be found in the policies and then are cascade down. This was answered by the chair and the notes will be looked act. The Code of conduct policy covers a lot of this. Policies will be updated as soon as possible welcome to contact the clerk with questions anytime.

The question was raised about what the procedure was regarding the vacancies and the process was explained by the Clerk. This process involves the Clerk contacting the Monitoring Officer at CCC who then send out a notice of the vacancies which is advertised on the noticeboards and on the website. This will state if requested in writing for such an election is made by ten electors registered within the electoral

area and received by the Proper Office of Colchester City Council, by no later than Monday 23 December 2024. Otherwise, Dedham Parish Council will fill the vacancies by co-option.

The Warden has had numerous complaints about car parking outside the Art centre and in front of the barrier at Royal Square the start at the Drift. DPC will contact Essex Highways regarding road parking. DPC to look into signs about no parking in front of barrier at Royal Square

A resident mentioned the wheelie bins safety aspect of these when they were on the path and would like the minutes of the last meeting altered to show that was mentioned people in wheelchairs and dogs. The minutes will be amended to reflect the needs of pedestrians and guide dogs.

A resident with a guide dog is having trouble getting down the road when the rubbish is out for collection and has to walk in the road. Also, the signs outside shops on the pavements are a problem. The resident can get some people out to show the problems that blind people have getting around the village. The Council was sympathetic to these problems and would like to help people be educated to the problems that are caused by these things. The council would be happy to talk to her personally about this problem and educate the village in the future. It was mentioned this will be a good reason to exempt Dedham from wheelie bins. Another resident stated that they were in favour of the wheelie bins and perhaps part exemption could be arranged. Cllr MacLaughlin will follow this up with Cllr Rowe. This resident would like wheelie bins on the agenda to discuss with the residents and then send the discussion to the council. This was answered with that although there will be many views and opinions on this and they all need to be taken into consideration and that this is now the start of the process and not the end. This is an ongoing project and Cllr Row was going to ask for an exception in areas for Dedham. This is the start of the process and in the new year there a consultation and they can respond to the CCC directly.

Comments that the minutes as to what is being discussed and more succinct minutes have been noted and will be looked at to take into account the views of the village want

Petalo lodge have put up a lot of markers on the road and now this has been put on the verge and the resident cannot get access to his farm with machinery. The caravan is still on the site and should have been removed. The resident was asked to who else he had contacted and will talk to him at the end of the meeting and a councillor will make a visit to the site.

Update on fishing club - now have 8 children, 2 coaches from Anglian Trust and have formed a swan sanctuary on the river and cover swan rescue at Manningtree. Fish Legal are also involved and if there are any problems they will take this forward. The club will also try and obtain a license for the Duke of Edinburgh Award Scheme in the future will keep the council updated.

The Munning Museum event was raised and this will be covered under Clerks Correspondence.

24/133 To approve the minutes of the last meeting (4th November 2024)

These minutes had previously been circulated to the council. Points will be amended and signed at the next meeting.

Proposed Cllr McLaughlin seconded Cllr Sneddon All Agreed.

24/134 Matters arising from the last meeting

Goals – these are now installed Discharged.

Railings at Duston Almshouses – Complete. Discharged.

Christmas Wreaths – these have arrived and been distributed to the Business’
Discharged

Dedham Primary School meeting update- Cllr Bourn updated the council with the meeting that was had with Dedham Primary School. Cllr Bourn and Cllr Neville had a meeting with the Head of the Primary School and they raised a few ideas for funding. It is the school centenary this year and there will be another meeting with them and to look at ways to support the school as many ways as can. Following this on the school will be thanked by letter for their hard work on the traffic signs and the council will develop links with them in the future to hope to get parents and children’s ideas in the future.

The Christmas fete was very well presented and it takes 9 months to organise this event. The council wanted to thank the organisers for all their hard work

The figure for the amount raised is not known yet, but feedback shows businesses did well.

24/135 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)

No cllrs were present.

24/136 Group 1 - Finance, Standards and Procedures

136.1 To approve payments in accordance with the Budget

Payments for November 2024

Cllr Harrison stated that due to the resignations of councillors last month there is now only 1 person that is a signatory for the bank accounts. The new bank mandates have been received and will be returned to the bank to get other councillors on as a signatory to the accounts asap.

This month’s Payments for November 2024

Warden invoice	£819.00
Materials	33.29
Clerk Salary	595.00
HMRC	148.60
LMC Media Dedham Notes	125.00
DPCC Barn hire Inv 43	80.00
C. Harbach Mileage for meetings/notices	30.08
Royal British Legion Invoice for Wreaths	50.00
Moser Groundcare	2,052.00
	=====
Total	£ 2,042.27

Grants approved after section 136.3	
Dedham Christmas Party for village	1,200.00
Dedham Vale Society for judicial review	5,000.00
	=====
Total	£ 6,300.00

Balance of accounts	
Community account	£1,000.00
Business account	£288,757.56
Total	£289 757.56

Cllr Harrison explained the finances in more detail and stated that there is a Deficit for 20,000 means that have reduced reserves to £270,605 which agrees to the bank accounts. There have been issues with Barclays and the mandate which had been previously sent was lost and was resent, the new mandate has been received. There was a problem with the reconciliation this month due to the bank statement did not add up but this has now been rectified and this will be reported to the Barclays. When Cllr Harrison spoke to Barclay's they had the wrong address on the form and needs to be rectified. The Chair will now be put on the form and these will be signed off and resolved as soon as possible.

136.2 Grant applications process

136.3 Grants applications received to be discussed

All grant applications have been circulated previously to the council and were discussed further.

Cricket Club application for new mower and cutters for £5,102.61

This is part of an extended grant in May 24.

The council had more questions regarding this application and these will be asked and put on the agenda for the next meeting when the information has been received.

Cllr Sneddon will go back and get further information.

Motion On next agenda

Dedham Community Christmas Party for £1200

This was thought to be a good thing for the village.

Proposed Cllr Sneddon seconded Cllr McLaughlin

For: 6 Against: 0 Abstained: 0

Motion Carried

Dedham Vale Society – Judicial review for Levelling up act 2023 Legal fee £5000

Cllr McLaughlin declared an interest in this item.

This would be a one-off donation The applicant was asked to speak about this further as he was present at the meeting. The resident stated that this is to establish a point of law and to consider the law on Areas of Outstanding Beauty (ANOB) and national landscapes. Judicial law was explained and they have asked for the DPC to pay for a donation towards this. There is a court date of 4th Feb set. the paperwork has been put in place but not yet paid for. This is a test case and is important for the village and is about the official bodies acting against their own laws.

Questions were asked and the resident stated that if they fall short of the fund and they are going to other people to help.

The Clerk stated that a Parish Council cannot legally pay for other people's legal fees apart from their own, Although, if the council has the General Power of Competence which this council does have, then they can if they wish donate to this.

Cllr Harrison stated that if this went through the council can take vivamente from general payments to grants to pay for this donation. A resident asked if this did go through would the wall be removed. Papers can be given to the resident so they can see what can be completed as free the quay at Mistley was mentioned. It was stated this in effect did not have planning permission for this and it can be removed as not lawful. It was noted that the National landscape was not considered and did not apply condition 85 to this. If this goes through the enforcement would go through to remove this.

Proposed Cllr Main seconded Cllr Harrison

For: 5 Against: 0 Abstained: 1

Motion Carried

136.4 Budget update

Comments from the council have been received and are being added to the draft budget. The revenue and expenditure budget were agreed in principle and there would be a general project expenditure budget and not have specific items and a new plan to go through

The process for this for the plan will be started soon which links to the budget by Jan and then the precept will be agreed in Jan

24/137

Group 2 – Community Environment

137.1 Youth Club update

Cllr Main gave an update on the Youth Club by saying that have been running for 6 weeks and have had between 7 to 12 youths per week. Activities have ranged from dry. Clay making, slime making, cooking quiz nights, plus usual activities of ice hockey and tuck shop.

Youths ran a mistletoe stall at the Dedham Christmas Market, made their own signs and fully manned the stall. They have yet to establish takings and in due course will decide themselves what resources they will purchase.

Cllr Main has received an income of £250 in past 6 weeks, this is made up from membership fee, door takings and tuck shop sales, which have to be broken down into categories.

Outgoings to date are - £576 in wages and £208 in sundries for activities over 6 weeks – totalling £844.including £60 in rent. Total account balance £8,990.

Paul from Essex Youth Services visited on Friday. Paul is due again 20th December. The Chapman Trust are discussing any possible donation to the Youth Club.

Now have a Health & Safety Policy EAYC and. Risk Assessment Form EAYC. Yet to complete Service Level Agreement. A Survey will be conducted on Dedham Vale Voice to see what is needed. Cllr Main will follow the survey up. Cllr Main has yet to submit applications for Locality Fund and Local Community Fund which will be completed before Christmas.

137.2 Dog fouling

A letter has been received from a resident regarding this and Cllr Bourn is currently in the process of addressing this letter. It was discussed where new bins may be needed and to take this forward and may be added in the future. This will be followed up in the school area as well as Coggeshall Road. If the dogs and owners can be caught on camera this can be uploaded to CCC website.

137.3 Blue plaque unveiling

This will be taking place on Monday 16th December at 10:30am at Essex Rose Tea rooms. The Lord Lieutenant of Essex Mrs. Jennifer Tolhurst will complete the unveiling. Also present will be;

Roy Clare – Vice Lord Lieutenant of Essex. Essex Women's Commemoration Team: Julia Abel Smith, James Bettley, Graham Watts. A keen adviser - from Colchester - Josephine (Jo) Edwards; A mentor for our project - Kaye Jones, Herstory, Writer and Education Specialist; A collaborator - Clare Wood - Essex WIA Journalist - Mark Hardie - BBC Essex And a supporter of the principle of the project: Dr Sarah Perry - Chancellor Essex University and author (Essex Serpent). Hopefully Hannah Fry will also be available to attend. A piece about Alice Lee was read out by the Chairman and the importance that she made nationally.

24/138

Planning report recommendations on planning applications listed below:

138.1 Planning Applications – Observations conveyed under delegated authority since last meeting

242162 - Great House, High Street, Dedham Essex CO7 6HJ

First floor bathroom 2. Removal of bath and installation of shower with associated modifications.

PC Comment: 1 objection on the website These have been looked were discussed and a no comment was agreed.

242163 - Great House, High Street, Dedham Essex CO7 6HJ

Second Floor Bathroom 3. Removal of bath and installation of shower with associated modifications.

PC Comment: No Comment

242217 - Sandown, High Street, Dedham Essex CO7 6HL

Single storey rear extension following the demolition of an existing rear extension, plus the replacement of existing front windows.

PC Comment: No Comment

242229 - Monks Farm, Coles Oak Lane, Dedham Essex CO7 6DR

Application for approval of details reserved by condition 9 and 10 of application 241466

PC Comment: No Comment

242295 - Grove Hill House, Grove Hill, Dedham Essex CO7 6DX

Application for variation of a conditions 5 and 6 and removal of condition No. 3 following grant of planning permission. (221077)

PC Comment: No Comment

242186 - 5-6 Barkers Terrace, East Lane, Dedham Essex CO7 6BE

Alterations to change a single dwelling back into two dwellings (was originally two properties but converted into one by creating internal access doors).

PC Comment: 1 objection on website No comments were discussed

242338 - Old Exchange, High Street, Dedham Essex CO7 6HA

T1 Sycamore reduce crown by 50% all round to reduce encroachment on neighbouring properties. T2 Holly crown lift to clear driveway and reduce/reshape to small tree. T3 Sycamore, small self-sown, fell and treat stump to prevent regrowth.
Tree in restricted
PC Comment: No Comment

242342 - Mortimer House, Brook Street, Dedham Essex CO7 6AD
taking out existing door and window on rear elevation and replacing with bi-fold doors in similar materials
PC Comment: No Comment

139.2 Planning Applications – Decisions received since last meeting

242204 - Old School House, School Lane, Dedham Colchester CO7 6HF
Application to discharge condition 4 (brick sample panels) of planning permission 222708
Discharge of Condition (Approved)

24/139 Group 4 – Traffic & Parking (NEPP Sub Group) To discuss latest updates

139.1 Speed Bot update

Cllr Sneddon is still working on this and will bring the information to the February meeting.

139.2 Quotes for car park work

These have been circulated to the council and will be discussed with NEPP and looked at the next meeting. Some of this area has been cleared and the details will be looked at in the NEPP meeting and brought back to the council. The village warden stated they were happy to help in this area.

24/140 Group 5 - River Management Impact

140.1. update

Nothing much to report at the moment. There have been further talks with the land agent and this will be brought back to the next meeting. There have also been discussions with the Manningtree Environment Group who have just won an award for their work.

24/141 Training/Events

141.1 Report on attended events

Cllr Sneddon and Cllr Martlew attended EALC online councillor training this month. Got to meet some other councillors and it was useful.

141.2 Nominations for new events

Any nominations to be made to the Clerk

24/143 Clerks Report

There is an open event at Munning Museum on Saturday 7th December at 11:00am with information concerning the dog field. If residents would like to attend, can they please contact the office so they are aware of numbers on office@munningsmuseum.org.uk. The residents were given one week's notice and some of the residents were not able to attend. There will be council representation

at the event and this point will be made at the meeting. There was a brief conversation with Munnings regarding this and about the funding issues they have with this. The council will be taking the opportunity to take this forward. Point of residents that have not already been sent can contact the Chair via the clerk and these will be taken to the meeting.

DPC have had a request from the Dark Skies group to send an official letter of support from DPC for the Dedham Vale Dark Skies campaign to be sent to Marcia Brocklebank. All council agreed Clerk will send letter of support.

A request from a resident to send a letter to the Sports Centre has been received by the council to request that the hirers do not park on the area of ground which is currently being established at The Drift. Letter to be sent. Agreed will be sent by Clerk

DPC have been informed of a horse that is on a field where the footpath that runs from the cricket pitch across to Coopers Lane which passes through the field with a horse in situ. one of these horses is aggressive at the moment and wanted to make people aware of this. The Chair is aware of this and will be following this up with the owner.

24/144 **Items for next agenda**

Budget and precept agreement

Discuss new Roles and Responsibilities members groups

Timescales for parish plan

Co-option update.

White lines in high Street.

24/145 **To confirm date and time of next meeting**

Date of next meeting: Monday 13th January 2025 at 6.30 p.m.

24/146 **Chairmans closure of meeting.**

The Chairman closed the meeting at 19:50pm.