

Minutes of the Parish Council meeting held at The Duchy Barn on Monday 14th April 2014

Meeting open at 19.30

Present:

Chair: Cllr S Beeton

Councillors: Cllr N Baker, Cllr J Hughes, Cllr K Taylor, Cllr T Regan, Cllr S Vinter, Cllr C Clark, Cllr Ann Follows, Cllr P Gibbins

Clerk: Mrs Emma Cansdale

1. Apologies for absence

None

2. Declaration of interest

Cllr Clark as Chair of Dedham Sports Club, Cllr Vinter and Cllr Follows- item 22. Close friendship and contractor relationship, respectively, with one of the contractors.

3. Minutes

IT WAS RESOLVED that Minutes of the Parish Council meeting held on the 10th March 2014 be approved as a correct record and signed by the Chairman.

4. Update on items from last meeting

None

5. Have Your Say part 1

None

6. Accounts

Cheques approved and then signed by Cllr Regan and Cllr Beeton

Clerks Salary April

Dedham PCC- Duchy Barn hire March £15.00

Essex Police (PCSO 4th qtr.) £4216.00

EALC affiliation fees- £419.89 (£332.93 EALC, £86.96 NALC)

Ann Follows- expenses, paper £8.59

CBC street lighting (3rd/4th qtr) £90.02

Iris Hindley- Litter picking

Cllr Beeton questioned the level of service received by the PCSO in the final quarter of the contract. The Clerk gave a verbal report from the Police, confirming that the contract had been honoured in full. Proposal from Cllr Taylor to pay the final quarter, seconded by Cllr Clark, carried)

Dedham Sports Club- grass cutting £1400.00- Not signed

Cllr Regan stated DPC had agreed an increased amount for the grass cutting, but with caveats attached (see budget report) Clerk to write to Dedham Sports Club to arrange the new agreement, and agree payment terms.

7. Crime report

9th March – Criminal Damage – High Street – Wing mirror snapped off stationary car.

24th March – Ardleigh Road – Fraud

24th March – Dedham Meade – Fraud

25th March – Ardleigh Road – Fraud

The frauds all involved the same M.O.

A male contacts the house holder by telephone and identifies himself as a Detective with the Essex Police or the Metropolitan Police stating that he is investigating a fraud where persons are in custody having used

bank/credit cards in the name of the householder. To assist in the investigation he needs the card details and PIN numbers of the householders cards. He then sends a courier, to collect the details. No car is seen because the courier states that he had "problems finding the address and had to park up the road and walk to the address". If the details are handed over he then hits the nearest cash points. *Only one of the above Frauds was successful for the perpetrator.*

8. Report from County Councillor

Not in attendance.

9. Reports from representatives

Sports field -Cllr Hughes

Cllr Hughes reported the following: Cllrs Gibbins, Clark and Hughes attended the Sports Club meeting. There was an update on the Sports event at the end of June, which may now be a smaller event due to lack of volunteers. Cllr Hughes also gave an update on the bench in memory of Les and Peggy Brooks. The individuals proposing the bench have also asked DPC for a donation. A proposal will be added to the May agenda.

Communications Group - Cllr Taylor

Cllr Taylor reported DPC were awaiting a response fromm ECC, and Annette Thorpe, BT, regarding the broadband rollout.

DPC are now open for small grants application. Notices to be posted on the notice board, website and parish magazine. Clerk to action.

Community Safety and Infrastructure Group-Cllr Vinter

Cllr Vinter gave a report on Community Speed Watch, which is flagging due to a lack of volunteers. There is a Police action day on the 14th May, but Dedham do not have the volunteers to take part.

Clerk to post a 'plea' for Speed Watch and Neighbourhood Watch volunteers on the website.

Footpath and Tree Group- Cllr Beeton:

Cllr Beeton reported that there is still no final decision on the footpath diversions (Manningtree Rd, area)

Cllr Beeton also gave a report on the proposed removal of the horse chestnut and metasequoia in the church yard. She, along with Cllr Gibbins and representatives from ECC and CBC met on site to discuss the trees. It transpires that CBC has issued a TPO on the horse chestnut but has no objection to the removal of the metaseqoia. A revised option is now required for the wall repair. Suggested that small remedial work is carried out, and followed up in the next year to see if further work is required.

Tree Warden- Cllr Baker:

Nothing to report.

Dedham Primary School- Cllr Regan

Nothing to report

Emergency Co-ordinator- Cllr Clark

The Clerk to bring additional emergency plan details to the May meeting.

Bus Review and Environmental Work- Cllr Follows

Cllr Follows reported that ECC suggests that the 102 and 247 bus routes are safe, and will go out to tender in May. They reported that the service was well used, and had increased in the last year. Very good news, and well done to Cllr Follows for all her work in ensuring the survey was completed.

Cllr Follows also reported that the car park hedge on the footway towards the bridge on Mill lane has been trimmed, but still over hangs. This has been reported to CBC for action.

Car parking- Cllr Beeton

Cllr Beeton reported that the pay and display parking in our two main car parks has now been implemented. Cllr's Beeton and Follows organised the issue of the business permits, and confirmed that residents with limited waiting exceptions on the High St, were allowed to use them in the car park, when no High Street spaces are available. The restrictions on Royal Square also appear to be working well. DPC to go back to businesses in a few months to thank them for not abusing the RS restrictions. There will be quarterly review meetings with CBC to monitor progress.

10. Planning Group

Cllr Regan reported on the following:

- a) The following planning applications have been received:

142456- 7, Dedham Meade: one and a half storey rear extension
Recommendation- no objection

142449- Branham Cottage, Branham Court, High Street: replace two rotten windows with replica windows.
Recommendation- no objection.

142464- Gardeners Cottage, Gun Hill: two storey extension
Recommendation- no objection.

142508- Lower Barn Farm, Manningtree Road: stationing of a mobile home for a seasonal farm worker
Recommendation- refusal in order to prevent the use of mobile homes in the AONB.

142860- Shakespeare House, High Street: retrospective permission for change of use from commercial to residential.
Recommendation- no objection on the condition that the commercial area fronting onto the High Street is kept strictly for commercial use and that efforts are made to find an appropriate tenant.

142862- Stour Coach House, Jupes Hill: continued use as a detached dwelling separate from Stour House.
Recommendation- no objection if all the legal problems raised in the previous application have been resolved by the relevant authorities.

142907- Dedham Parish Church, High Street: felling of horse chestnut and metasequoia trees
Recommendation- no objection to the removal of the metasequoia tree, but recommends refusal of permission to fell the chestnut tree, where every effort should be made to preserve this ancient and iconic landmark

143735/7- Bargate Lane Farm, Bargate Lane: part dormer storey, part single storey link annexe extension.
Recommendation- no objection

All recommendations were approved unanimously.

- b) Report on informal meeting re proposed Hallfields development and affordable housing.
Cllr Regan reported the he and Cllr Beeton meet with the RCCE, Jonathan Hills and Colne Housing to discuss the proposed development at Hallfields. Hills commented that all interested parties would be involved before a formal application was submitted, and that a Performance planning Agreement is about to start. There would be a mixed development of affordable housing and private sales on the site made up of 9 affordable housing (ah) properties and 8 private sale properties. The 9 ah properties could not be changed. DPC can put conditions on who can apply for the ah because the area is a Rural Exception Site, which is outside the village envelope.
Hills is hoping to have the application agreed by March/April 2015, for work to start in Autumn 2015.
There will be an open day before the application goes in.

11. Report from Borough Councillor

Not in attendance.

12. Rubbish clearance on footpath 34.

Cllr Follows advises DPC have the remainder of fp34 cleared, at a cost of £350 for labour and equipment, particularly in light of additional dumping on the areas of rubble that remain. Proposed by Cllr Regan, seconded by Cllr Baker, agreed unanimously. Carried.

13. Proposal to obtain new wooden signs for the notice board in the car park.

The car park holds a notice board with business details on. Cllr Follows proposes to update the board, charging each business for their own plaque (for those who do not already have one), and for DPC to pay for the postage

at a cost of £25.00. Following a discussion, Cllr Baker proposed to accept the suggestion, seconded by Cllr Beeton, agreed unanimously. Carried.

14. Emptying of the bins on DPC land.

DPC have 4 dog bins and 4 rubbish bins that CBC empty. DPC have just received a contract to carry out the emptying for this financial year (we were not charged last year). This stands at £792.00 for the dog bins and £792.00 for the rubbish bins. Total £1584.00 for the year.

Following a discussion it was agreed that the Clerk should write a strongly worded letter to CBC about the timing of the contract (after the precept has been set), and ask for it to be deferred until next year. To also seek advice from CALC and Mark Cable.

15. Maternity Cover for the Clerk

To receive a proposal for Mr Brian Hindley to cover Emma Cansdale during her period of maternity leave (July-December) Proposed by Cllr Beeton, seconded by Cllr Vinter, agreed unanimously. Carried.

16. Planning Course

Proposal to send Cllr Regan on the EALC planning course on 5th June, at a cost of £67.00.

Proposed by Cllr Beeton, seconded by Cllr Baker, agreed unanimously. Carried. Clerk to action.

17. Correspondence

Nothing to report.

18. Have your say part 2

Fly tipping on cart path from Manningtree Rd to East House. Clerk to report to CBC.

Asbestos still present to fp34. Clerk to report to CBC and ECC

19. Matters for information

- a) The European Parliamentary elections will be held on 22nd May 2014.

20. Annual Parish meeting, and Annual Meeting of the Parish Council *appendix a

The Annual Meeting of the Parish Council, will be held on Monday 12th May, at 7.30 pm.

To receive a report and recommendations from Cllr Beeton for the format of the Annual Parish Meeting.

Proposal from Cllr Beeton, seconded by Cllr Hughes, agreed unanimously. The Annual Parish Meeting will start at 7.00 pm

21. Date and Time of next meeting

12th April 2014, 7.00pm Annual Parish Meeting, 7.30pm Annual Meeting of the Parish Council

Closed session- The public are excluded from this session as it discusses items of a commercially sensitive nature

22. Ground works contractor. Cllr's Vinter and Follows left, as they have a disclosable interest.

To review and discuss the applicants for the general maintenance work and the P3 work.

Proposal to appoint a preferred contractor(s)

Cllr Beeton reported that she, Cllr Gibbins and Cllr Clerk met to review the 4 applications received for the work.

2 applications were for both the P3 work and the general maintenance, 2 just for the general maintenance.

Following a discussion it was proposed that Eager Beaver be awarded the contract for the P3 work (subject to an agreed formula for payment) and be the 'approved contractor' for the general maintenance work. Other maintenance jobs will be quoted for on an individual basis. Proposed by Cllr Beeton, agreed unanimously. Carried.

Clerk to inform unsuccessful contractors, Cllrs Beeton and Clark to meet with Eager Beaver.

Appendix a
ANNUAL PARISH ASSEMBLY 2014

At the end of our March meeting I suggested that Councillors might like to think about the format for the Annual Parish Meeting this year - perhaps asking village groups to take a more pro-active part in this and/or having a speaker. I also mentioned my thoughts about developing a five-year plan for the village and seeking village views on its contents.

Since then I have made a few enquiries as to what other villages do and have found that there is considerable variety. The common theme in all is generally that the Annual Parish Assembly is an opportunity for a village to come together to review the previous year and to give different groups the opportunity of presenting their achievements, and future aspirations. Some villages have a speaker and make this a social occasion as well. Such events would not normally take place, like ours, on the same night as the Parish Annual Meeting, but be held on a different day – usually in advance of the Annual Meeting.

Reflecting on this my view is that to make such an event successful in Dedham it would be necessary to give the village far more notice than we would be able to achieve for this year.

I do believe we should try to make this event more constructive for Dedham and would recommend:

- **that we discuss this at our April meeting with a view to agreeing a new format for 2015 and building this in properly to our Parish Council Calendar.**

In terms of this year, I suggest that we maintain the same arrangement that has currently been adopted in Dedham – with a couple of changes. The major item for presentation at the Annual Assembly has been DPC'S Annual Report, which I prepare with your help. This has normally been read out at the meeting. I propose to do the same thing again this year but think it would be good to share this responsibility with all of you by suggesting that you present your own summary of your own areas of work. I think this would make the event a little more interesting for the Parish. I will therefore still be asking you for your contribution to the written text for the report – which is published formally as our Annual Report – but if we have copies of this on our website and available at the meeting, the presentation at the meeting could be a little more informal and therefore perhaps more interesting for our residents.

The other item I would like to include for presentation at this meeting is an update on the Parish Plan. I have become increasingly concerned that this is something we inherited as a Council but have not in formal terms been seen to be progressing or given updates on. I have therefore taken time recently to go through this and have been pleasantly surprised to see how much we have actually progressed as part of our overall programme of work. There is very little left that is achievable. I think therefore (with your help) I can also present a further and perhaps final update of this Plan at the Parish Assembly. We then need to consider whether apart from continuing with the review of objectives already achieved, it would be more productive to consider a review of our objectives as part of say, a five year plan. I therefore recommend:

- **That we maintain the existing format for the Parish Meeting 2014 – with the amendments proposed above**
- **That we consider whether we commence this meeting half an hour early: at 7.00pm**
- **That in the new Parish Year, the Council has a workshop session to consider how we might best progress the formulation of a Plan that can inform and guide the work of the Council over the next five years and how we might best involve the village in this.**

Cllr. Sheila Beeton,

Chairman, Dedham Paris Council.

April 2014.