



## Draft minutes of Dedham Parish Council meeting

13<sup>th</sup> April 2026 6:30pm at Duchy Barn

**Attendees:** Cllr Bourn, Cllr Harrison, Cllr McLaughlin, Cllr Beeton, Cllr Haines, Cllr Halsall  
Cllr Main.

**Present:** Clerk: Carol Harbach  
7 Members of the public

### 26/001 **Welcome and apologies**

Cllr Bourn welcomed everyone to the meeting. Apologies were given by Cllr Sneddon and Cllr Andrews.

### 26/002 **Declaration of Members interests**

Cllr McLaughlin declared an interest in 26/014.1.  
No other declarations were raised.

### 26/003 **Public Open Forum (Maximum 15 minutes)**

A resident spoke about the Dedham surgery and stated a notice has been issued stating that the surgery has come out of Colte Partnership and as reverted back to a single surgery. See: <https://ardleighsurgery.nhs.uk> for further details.

There will be no changes in services and all staff will be staying. There is a newsletter about the surgery in Ardleigh magazine and John Goldsbourough will also put something in the Dedham magazine.

The surgery will be completing covid vaccinations for the over 80s this will start in the care home and then for venerable patients in the area.

The pharmacy is also holding drop-in sessions for respiratory syncytial virus (RSV) vaccination. Referrals will organised to identify most appropriate person, be it doctor, nurse or elsewhere.

The patient group needs more people and can someone from the council consider to be on this in the future. If there is any interest, can they contact the surgery. **On agenda for next meeting**

Another resident asked for an update of items he put forward at the last meeting.

Cllr Beeton gave an update on the water on Castle Hill. She reported that she had contacted Affinity Water who came to look at the problem. They established that the problem is because of drainage blockage by the side of the road which is a Highways problem. So far lack of progress with Highway and suggests this is taken up by new county councillor after May elections.

It was also noted that the pot holes in Southfields still need to be looked at.

It was requested to ask Munnings if they can cut their hedge at the top of Crown Street.

**Action Cllr Bourn will follow this up.**

Yellow lines at the extremity of Brook Street and Manningtree road were discussed again and Cllr Beeton stated that it has been looked at in the past and the concerns they have is not enough parking near the school. It is likely that they will not extend the lines to the crossroads.

**Action Cllr Beeton will follow this up and see what we can do.**

Buses – Due to the road works in Long Road West this week the bus could not go down the road. There seem to be no coordination between the bus company and the local council the infrastructure group will follow this up.

**Action Infrastructure group.**

It was noted that the speed down Crown Street is getting worse and it was suggested that activated speed signs would be good.

It was agreed to ask Cllr Andrews to look at the possibility of APR in the village

CCC have a consultation on a draft speed strategy and if the residents can feed back by 24<sup>th</sup> April on line it could be useful for us,

The council will try to get a 20mph limit through the village and try to obtain speed of traffic down generally and the highlights the speeding drivers. We need to ask residents to express an interest on this consultation to show people are supporting this.

Cllr McLaughlin will put something on the website on accessing the ECC website and Cllr Andrews will lead on this subject in the future.

**Action Cllr McLaughlin and Cllr Andrews**

Dog fouling public- campaign in the village is underway and new signs up and also have a new dog bin that has been set up. The zone warden who is trying to put up more signs and doing our best with this.

**26/004 To approve the minutes of the last meeting (2nd March 2026)**

These had been circulated previously and were agreed as an accurate copy and were proposed by Cllr Haines seconded by Cllr Harrison all agreed.

**26/005 Matters arising from the last meetings**

Sign in Mill Lane, Car park – been completed discharged

Disabled bays in Royal Square update- ongoing in infrastructure group

Kiln Cottage hedge – still not been done Will be followed up. By Councillor Bourn

**26/006 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)**

Not present, neither of these councillors are candidates on the elections notice.

**26/007 Parish Plan**

Cllr McLaughlin updated the council by stating that we had a good response back from clubs etc and updates have come in and the council are grateful for these.

Business responses are in and these will be collated soon. It was noted that there are a lot of clubs in the village and we have a very diverse clubs to attend and these need to be recognised which will be brought up in this plan.

Now have contacts and details will be made available and if consent is given it might be a useful directory resource for the future. Cllr McLaughlin was thanked for his work on this.

**26/008 Essex Legal Services Invoice - Dispute re Lighting at 'The Drift' 2020/2021**

The council has received an invoice from Essex Legal Services for work completed 5 ½ years ago for legal services in respect of Dedham Vale Society Challenge to Dedham Parish Council re light bollards in The Drift for £5,630.88 incl. of VAT.

The Council have sought clarification including letters of agreement. A copy of this signed agreement is still needed.

The Council agreed that the most appropriate approach was now to argue that was it fair and ethical to ask the community for this money considering it was 5 ½ years ago . It was agreed in the first instance for Cllr Harrison to have a conversation with the Solicitor. The council agreed with this.

## Action Cllr Harrison

- 26/009 Update on action of minutes form**  
Cllr Bourn will follow this up with a form from Cllr McLaughlin had previous sent in Cllr Bourn to follow up and to start this in June.
- 26/010 River update**  
010.1 action points from multi-agency meeting  
Cllr Bourn reported on the meeting and was following up on action points. The double yellow lines will be installed after the local elections. There is a group monitoring the usage of the meadows for business purposes. There is also dialogue with the Environment Agency (EA) on enforcement of paddleboard licenses.  
A site visit with Babergh Council is planned for Tues 26<sup>th</sup> May 10am
- The idea of a PCSO monitoring the river area was also discussed and will be considered further. The police have stated they will try and increase their visibility around the area  
CCC are putting up a video camera up in the Mill Lane car park in the next two weeks to record anti-social behaviour.
- 26/011 Munning and Constable 250 update**  
There are a lot of events being undertaken this year to celebrate Constable 250.  
The Dedham Constable event is Saturday July 11<sup>th</sup> in the church on. Other events are planned in the area in June.  
The Munnings oral history project is progressing.
- 26/012 Local Plan Consultation update**  
Cllr McLaughlin reported that there had been an on-line meeting which was attended by 2 councillors. Langham had written a very good response to the plan of 900 houses and Dedham supported Langham with the effects that this will have on Dedham. It was discussed further and requested that this go on the June Council agenda and request Langham councillors to attend to explain this further for the residents and also ask them if they wish to put a part in the parish magazine to publish. It was reminded that the Blackbrook actually goes through the middle of the village.
- 26/013 Finance, Standards and Procedures**  
013.1 To approve payments in accordance with the Budget Payments for March 2026  
Payments made for invoices due before this meeting so not to incur extra charges. Agreed via email of council.
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|--|-----------|
| Colchester City Council IPS card machine processing Qtrs 2 and 3 | £1,274.56 |
| Colchester City Council Cashless and permit processing fees      | 573.70    |
| Village Warden Invoice and materials                             | 795.98    |

AD Mitchell Electrical works Inv SI-20890 -£609 SI-20886 £5352.00	5,961.00
RJB Roofing Ltd DSC new gutters Inv 47	1,020.00
Serious Sports Group – Cricket Club new kit	1,000.00
	=====
Total	£10,226.23

Payments to be approved tonight	
Village Warden Invoice and materials 1 <sup>st</sup> half of month	420.00
Clerk Salary March 26	594.80
H. Main reimbursement for Land Registry fees	21.00
Dedham Works – IT Support	200.00
C. Harbach reimbursement for Land Registry of fields	28.00
Dedham Sports Club – hire of room	50.00
DM Payroll fees for years	£144.00
M. Rich inspection of playgrounds	250.00
Moser Groundcare Ltd Cutting of field and tidy play area	426.00
C. Harbach mileage	20.80
DPCC hire of Duchy Barn Inv 37	60.00
S. Beeton mileage for visit to Danbury clerk	45.50
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Pro terry Piers second all agreed

Total     £2,260.10

End of year 31/3/26

Income     £118,209.88  
Expenditure £122,016.08

Balances 31/3/26

90365149   £265,901.90  
90343633     1,000.00  
=====

Total     £266,901.90

Interest banked for year £3,430 which is 1.2% on the investment made which is not good so we are still working to move some of the money to another bank. Unfortunately, the online form we were working on has now been reissued and we need to start again.

Income for year £118k budgeting £122k expenditure. The village maintenance is 10% more than budgeted for due to the Sports Club works, we started with a balance of £270K last year with lower expenditure as there was no spend of capital projects.

Locality Grant was paid in by ECC from Cllr Barber. The amount is less VAT as we can claim this back. £833.34.

Income from 1<sup>st</sup> April 26

1<sup>st</sup> half of Precept from CCC £22,672.87 and grants of £477.13 = £23,150

VAT – clerk will now claim this from last year (25/26) for £11,727.82

**Action Clerk**

013.2 Approval and signing of Governance form from Finance Group

These papers had been circulated prior to this meeting and were explained by Cllr Harrison and were proposed by Cllr McLaughlin and seconded by Cllr Beeton then agreed and signed by the Chairman.

**Action Clerk to forward to auditors and publish on the website**

Thanks were given to Cllr Harrison and Clerk for the work on this.

013.2 Approval and signing of Accounting Statements from Finance Group

These papers had been circulated prior to this meeting and were explained by Cllr Harrison and were proposed by Cllr McLaughlin and seconded by Cllr Beeton then agreed, and signed by the Chairman and RFO/Clerk

**Action Clerk to forward to auditors and publish on the website**

Cllr Harrison was thanked work his work on this.

**26/014**

**Report and Recommendations from Planning Group Meeting**

13<sup>th</sup> April 2026

**014.1 Planning Applications –since last meeting. – As per planning form**

260266 – Dedham Mill, Mill Lane Dedham CO7 6DH

All works identified in tree survey

DPC Comment:

260328 - Ivy House, High Street, Dedham Colchester CO7 6DE

T1 - Robinia - reduction 1m further than previous reduction points T2 -

Himalayan Birch - reduction of leaning limb (up to 3m reduction) T3 -

Mulberry - re-reduce G4 - Mixed group - felling of any small dead trees, small

Holm Oak to prune, Small Whitebeam

DPC Comment:

260456 - Mays Grove Cottage, Mays Lane, Dedham Colchester CO7 6EW

Proposed first storey rear extension, ground floor extension & alterations

260397 - Grove Cottage East, Grove Hill, Dedham Colchester CO7 6DX

Listed building consent application to erect a timber framed partition wall to one existing bedroom in order to create two rooms each with a door. Remove part of the existing fitted wardrobes and reposition a portion of these

DPC Comment

260490 - Mill House, Mill Lane, Dedham Colchester CO7 6DH

T1 & T2 - Lime - reduced down in height by up to 10m and reducing sides by up to 3m and deadwood clean

DPC Comment

**014.2 Planning Applications – Decisions received since last meeting**

260230- Muniment House, Brook Street, Dedham Colchester CO7 6AD

Application for Approval of Details Reserved by Condition 2 of appeal  
APP/A1530/A/11/2156524 (110533)  
Discharge of Condition (Approved)  
250139/260141 The Old book shop High Street, Dedham, Colchester  
2 x 200 x 200mm acrylic signs to be installed to the left-hand side of the  
entrance door 1 x digital display screen to be installed internally on the  
furthest window pane on the right-hand side window  
CCC Decision: approve conditional – see planning notes

**26/015**

**Infrastructure and Community areas**

015.1 Report of contractor appointed for footpath contract.  
Following interviews the footpath contract was awarded to Sage Groundcare  
Services in Langham. Work on the footpaths will start shortly. All agreed.  
015.2 Parking Bay bollards at Royal Square  
It was proposed that bollards be erected in Royal Square area designated for  
street traders.  
It was noted there could be opposition from local residents to this and there  
was concern that they could be unsightly  
It was noted there was another option with NEPP monitoring the space and  
issuing parking fines. It was agreed that Cllr Beeton would have further  
dialogue with NEPP and ask them particularly about how often they would  
monitor the space in Royal Square.

**Action Cllr Beeton**

A small fee in the future for the traders in the future will be discussed later.  
The current policy will be looked at and brought back to the council for  
amendments of above and proposal to remove the limitation of trading days  
to three specific weekdays will still keep the weekend restrictions in.  
Proposed Cllr Beeton second Cllr Halsall all agreed.  
The Street trading policy will be amended to show these proposals.  
It was noted that there may need to be an appeal process related to the  
policy.

015.3 Fun run proposal terms and conditions have been put forward by  
Infrastructure group.  
Papers have been circulated by the Infrastructure group with  
recommendations of proposed terms and conditions of the Dedham Run hire  
in September.  
A returnable deposit for £250 will be issued to Dedham Run organisers  
Proposed Cllr Main second Cllr Beeton all agreed

015.4 Cheese and pie man trading at Royal Square  
Cllr Andrews had asked some of the local business their views on the impact  
of cheese and pie man being able to trade one half day a week in the Square.  
It was noted the Butchers were concerned.

Further information was supplied by a representative of the cheese and pie business. It was agreed to defer a decision on this to after clarification on the policy.

Proposed Cllr McLaughlin and seconded Cllr Haines all 1 abstain. Agreed

**26/016 Playground facilities**

Deferred until next meeting and paper to come out before next meeting.

**26/017 Communications**

017.1 Information Update on website and emails

The website is now nearly up and running and will be updated through the sharepoint of all relevant policies and documents and should be running soon.

The design has been completed and the content is being sorted out and more details will soon be finalised.

017.2 Discussion on image and communications of Dedham

Deferred until next meeting and research on various websites as to how they promote Dedham. There will be a dialogue with bodies in Colchester and Essex and we will give them some appropriate wording for them to in the future. **Next agenda**

**26/018 Training/Events**

018.1 Report on attended events

None this month

018.2 Nominations for new events

Regular training is needed and will be looked at.

Training can be obtained for individual councillor training or as a group on a Saturday morning from 2 suppliers. Once the agenda has been agreed then quotes will be obtained.

**26/019 Clerks Report**

**Moved to Confidential item**

The clerk explained the background on the EALC updates and the changes in the staffing.

It was agreed to stay with the affiliation of the EALC for one more year.

All agreed.

**26/020 Items for next agenda**

See above

**26/021 To confirm date and time of next meeting**

Annual Parish Council Meeting 11<sup>th</sup> May 6:30pm

Resident's Annual Parish Meeting 18<sup>th</sup> May 6:30pm  
Feedback for these agendas will be gathered next week

**26/022 Chairmans closure of meeting.**  
Close meeting 8:30pm

**Confidential items – not open to public**

**26/023 Strategic meetings for council**  
Deferred

**26/024 Dedham Sports Club update and electrical and solicitor quotes**

Papers on the last electrical checks had been circulated previous to this meeting and Cllr Main was thanked for her work on this.  
This was discussed by the council and agreed to go with the quote from AD Mitchell.  
This was agreed to be paid and get completed, and invoice the Tennis Club for their part once work completed. **Action Clerk**

The Parish Council's involvement with the sports club – The Council welcomed the paper from Cllrs Main and Beeton and the main recommendations within it were agreed.  
They were asked to draft the basis for an agenda with the Sports Club  
Action: Cllrs Beeton and Main.

**26/025 Size of members of committee- to be finalised following annual meeting**  
Deferred  
The Chairman thanked the councillors for their work on things lately.  
Chairman closed the meeting at 9pm

Signed .....

Cllr Bourn

Dated .....