



# Dedham Parish Council



To: All Councillors

You are hereby summoned to attend a meeting of Dedham Parish Council at the Duchy Barn at 6.30 p.m. on Monday, 13<sup>th</sup> May 2024 for the purpose of transacting the following business:

## **Grahame Walkingshaw**

Grahame Walkingshaw, Parish Clerk for Dedham  
80 Chapel Road, West Bergholt, Essex, CO6 3HL  
Telephone Number: 01206 240 772 E-mail: [clerk@dedhamparishcouncil.co.uk](mailto:clerk@dedhamparishcouncil.co.uk)

### **AGENDA**

- 24/17 Election of Chairman (sign Declaration of Acceptance of Office)**
- 24/18 Election of Vice Chairman**
- 24/19 Confirmation of Election of Councillors (sign Declaration of Acceptance of Office) and to confirm consent for sending of council summons and agenda electronically.**
- 24/20 Welcome and apologies for absence**
- 24/21 Declaration of Members interests**
- 24/22 Insurance 2024/2025**  
To accept Insurance Renewal from Clear Insurance for £1,684.52 and to agree payment of invoice under finance for May.
- 24/23 Election of Councillors for sub-committees**  
Group 1 - Finance, Standards and Procedures  
Group 2 – Infrastructure & Asset Management  
Group 3 – Community Relations  
Group 4 – Planning  
Group 5 – Traffic & Highways
- 24/24 Public Open Forum (Maximum 15 minutes)**
- 24/25 To approve the minutes of the last meeting (8<sup>th</sup> April 2024)**
- 24/26 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)**
- 24/27 Clerk's Report**
- 24/28 Group 1 - Finance, Standards and Procedures**  
To approve payments in accordance with the Budget  
Payments for May 2024

- 24/29 To review the effectiveness of the system of internal control (Internal Audit)  
Chairman to sign the AGAR  
To approve the AGAR**
- 24/30 To review Standing Orders**
- 24/31 To review Financial Regulations**
- 24/32 To Review Financial Risk Assessment**
- 24/33 To Approve the Code of Conduct**
- 24/34 Group 2 – Infrastructure & Asset Management  
To discuss latest updates**
- 24/35 Group 3 – Community Relations  
To discuss latest updates**
- 24/36 Group 4 - Planning**

**Planning report recommendations on planning applications listed below:**

- 36.1 Applications for discussion at meeting  
**240681 – Rose Cottage, Long Road West, Dedham** – linked to rear extension from the main house to the existing annexe.
- 240709 – Dedham House, High Street, Dedham** – the proposals involved re-lining a chimney from the inside so as to prevent smoke and poisonous gases from escaping into habitable rooms and becoming a danger.
- 240736 – Garden Cottage, Stratford Road, Dedham** – construction of raised eaves and a new roof to provide an enlarged first floor. Alterations to the external appearance including material finish, windows, porch and chimney breast.
- 240754 – The Essex Rose Tearoom, Essex Rose Café, Dedham** – attachment of Blue Plaque to the East Wall of the Essex Rose Tea Room.
- 36.2 Planning Applications – Observations conveyed under delegated authority since last meeting
- 36.3 Planning Applications – Decisions received since last meeting  
**231924 – Land adj. to, Denbury, Ardleigh Road, Dedham** – Retrospective planning application for the change of use to allow the storage of log and woodchip: and the erection of a storage unit.
- 240227 – 38 Parsons Field, Dedham** – application for variation of condition 5 and removal of condition 7 following grant of planning permission 213326 (Amended Description)  
**Decision:** Approve Conditional
- 240303 – Peartree Cottage, 8 Coopers Lane, Dedham** – erection of purpose-built timber storage shed to provide secure storage of Massey Ferguson tractor and Teagle pasture topper.

**Decision:** Approve Conditional

36.4 **Petalo Lodge**

To discuss latest update Petalo Lodge

**24/37 Group 5 – Traffic & Highways**

To discuss latest updates

**24/38 Barfields Almhouses (Steve White)**

To discuss quote for Barfields Almhouses Garden Rejuvenation Project and to decide on payment towards project.

**24/39 Asset Register**

The Parish Clerk reported that the Parish Council has £406,796 worth of assets at the 31/03/24.

**24/40 Training/Events**

40.1 Reports on attended events

40.2 Nominations for new events

**24/41 Information Exchange/Items for next agenda**

**24/42 To confirm date and time of next meeting**

Date of next meeting: Monday 3<sup>rd</sup> June 2024 at 6.30 p.m.