

DEDHAM PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale
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Minutes of the Parish Council meeting held at The Duchy Barn on Monday 10th June 2013

Meeting open at 19.30

Present:

Chair Cllr S Beeton

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

Clerk: Mrs Emma Cansdale

1. **Apologies for absence-** Cllr S Vinter, PCSO Mark Hibben, Cllr M Cable (Cllr Clark arrived late due to another commitment)

2. **Declaration of interest**
Cllr Regan- Planning application 130902, East Lane

3. **Minutes**
Minutes approved for 13th May 2013

4. **Update on items from last meeting**
Defibrillator- 3 potential sites have now been identified as:
 - Dedham Arts and Craft Centre
 - Sports Pavilion
 - Public toilet blockE Cansdale to report back to the East of England Co-op

Farmers market- Working group established: Cllr Baker, Cllr Hughes, Cllr Clark, Cllr Beeton and E Cansdale

Coles Oak Lane. CAT- letter to ECC drafted, to be sent.

5. **Have Your Say part 1**
 - Progress on clearing footpath 34- Cllr Beeton to report on later on the agenda
 - Rumoured development at Hallfields- Cllr Regan and Cllr Cable (report on behalf of) to address it under Planning. Borough Cllr report.
 - Proposed parking charges by CBC- Resident commented that CBC have destroyed Colchester as a shopping centre, and are now moving on to other areas of the borough. Cllr Beeton to report on later in the agenda.

6. Accounts

a) End of Year Accounts and Annual Return

Accounts circulated. Cllr Baker wants to look at the format of the accounts, particularly the VAT in more detail, and also at what S137 is being used for. Duchy Barn work costings to be looked at. Annual return completed and signed off by Andy Higginson, the internal auditor. Council sign off of the annual return- proposed by Cllr Taylor, seconded Cllr Regan. Agreed unanimously. CARRIED

Cllr Beeton signed the return and the clerk will send 'signed for' delivery.

To look at including a financial risk assessment for the coming year.
Accounts to be signed of next meeting.

Cllr Regan thanked E Cansdale and Andy Higginson for the time put in to completing the audit and accounts. E Cansdale to write a letter of thanks to Andy Higginson.

- b) Cheques signed by Cllr Beeton and Cllr Regan
Clerks salary May £249.48
I Hindley-Litter picking £168.00 x 2
R Laverick- website £16.02
Dedham Sports Club- grass cutting £1400.00

7. Reports from representatives

Sports field -Cllr Hughes reported the following:

The jubilee tree plaque had arrived, and that Cllrs Clark and Gibbins would install it.

The annual inspection of the play area has been done- awaiting results.

Resurfacing of the parking area around the sports pavilion. A planning application is to be submitted.

Tubs are about to be replanted for the summer.

Cllr Gibbins reported the following:

He thanks Iris Hindley for all her hard work litter picking

The planning application for the parking area requires a cheque to CBC for approx. £180, plus preparation costs. Will try and re coup from S106.

Approval for payment of costs: proposed by Cllr Taylor, seconded by Cllr Regan, agreed unanimously.

Royal Square resurfacing to start in two weeks' time. PG providing letters to residents.

Closing the Public Right of Way (PRoW)- a member of the public advised you could not close a PRoW without seeking permission from ECC and providing a diversion route. This can take weeks. However, if access is maintained at all times it is not a problem. Cllr Gibbins to ensure access is maintained.

Cllr Gibbins received an offer to donate a bench for the Drift. Item to be added to next agenda.

Cllr Clark pointed out that the horse chestnut in the Drift is now dead and needs removing. Cllr Gibbins advised the removal is included in the resurfacing planning application.

Communications Group- Cllr Taylor reported the following:

Broadband. Bids are due to be in by 19th July. Contract award should be mid-August.

Website –some of the updates sent to the website company are done, but we are still waiting on others.

Media - Cllr Hughes is to contact the Essex County Standard and the Gazette about the market.

Community Safety and Infrastructure (CSI) Group –The clerk reported that the barriers at the bottom of Grove Hill had now been replaced. Stratford Rd is due to be repaired once a road closure has been arranged, and Mill Lane will be done later this year.

Footpath and Tree Group- Cllr Beeton reported the following:

ECC have now agreed the Service Level Agreement for P3 in principle, but have not confirmed the figure.

Mr Hodson has completed June cutting and is now working on the back log of work.

Some footpaths were not cut back to the full 1m last year - Cllr Beeton monitoring.

Cllr Baker suggested a comment is placed on the website saying the cutting programme has now begun, and the hold up was due to ECC. E Cansdale to action.

Footpath 34 - back of Forge Street. Rubbish including asbestos has been dumped here. A member of the public suggested asking CBC for a copy of the definitive map, and definitive statement, which would show exact location and width and lengths of the footpath. Can then establish who's responsibility it is to clear. He also suggested contacting the 'Nomads', a group of volunteers who clear footpaths.

There is an increasing amount of dog waste being left, and there are no bins around Manningtree Rd/East Lane area.

If DPC buy bins, would CBC empty them? How often should CBC empty dog and litter bins? E Cansdale to action

Tree Warden- Nothing to report

Dedham Primary School - Next Monday is the first Governors Meeting for Cllr Regan to attend.

Emergency Co-ordinator- The Emergency Plan has now been finalised, ready for printing. Cllr Beeton to send a copy to the Clerk and Cllr Baker.

Income Generation- Cllr Baker reported the following:

Two main ideas for income generation; Village Fete, or Open gardens.

There had been concerns after a spate of thefts after the previous open gardens, but many villages hold regular open gardens so is unlikely to be that much of an issue. Cllr Baker to speak to Dedham horticultural Society.

It was suggested that these type of events are often better if we are raising money for something specific which might best be considered within a broader income generation framework.

Agreed in principle to explore a 'Dedham in Bloom' type event. Cllr baker to investigate.

Parish Plan- Cllr Beeton reported that the group wish to speak to some other housing associations.

8. Planning Group

Cllr Regan declared an interest in application 130902 and left the room.

Cllr Taylor reported on 130902

130902- Barratts Farm East Lane. Erection of a single storey rear extension and new front porch. No objections currently shown on the web. No objection recommended.

Agreed unanimously.

Cllr Regan returned to the room and reported on the following applications:

130918- Fox Cottage, East View, Crown Street. Removal of conifers to front and replacement with evergreen hedging. No objection recommended.

Agree unanimously.

130977- White House, High Street. Change of use from workshop to garage. The applicant has spoken to CBC for advice, and advertised the proposal. The proposal also releases more parking spaces. No objection recommended.

Agreed unanimously

IT WAS RESLOVED THAT DPC submit a 'no objection' comment on applications 130902, 130918 and 130977

Hallfields- Cllr Regan reported that an application had come in to change the existing permission on a building at Hallfields, Manningtree Road, to now demolish and rebuild. This will be addressed fully next meeting. However, it coincides with tenants of 4 properties at Hallfields being approached by the owner's agent and informed that the properties were to be demolished to make way for a number of properties on the plot of land. DPC and CBC are not aware of any such plans, and will be watching the situation.

9. New Parking Arrangements for Dedham

Cllr Beeton reported that DPC have received a draft document from CBC called 'A Parking Strategy for Dedham'. The document outlines CBC's intent to charge for parking at the Mill Lane car park and the 'Duck Pond' car park. The proposal also includes the option of including Royal Square in the enforcement arrangements. CBC had indicated that the principle of payment for public parking in it's two carparks in Dedham was not negotiable as it was part of an agreed strategy across the Borough. DPC were however being consulted about some of the detail.

Part of the strategy would include greater enforcement of the parking in the High Street.

DPC have met with CBC for preliminary briefing and a substantive item will be added to July's Parish Council Meeting agenda for general discussion with the village.

An additional Extraordinary meeting will be held on the 22nd July when the lead Councillor for this project and CBC officers would attend to present their policy and answer questions.

Once revised copies of the draft Strategy and an executive summary have been released by CBC they will be published on the DPC website and the summary placed on the notice boards and in the parish magazine.

Members of public:

- When CBC give their presentation, they must have a succinct , valid business plan demonstrating revenue collection, costs, security and income.
- The position of the coach park needs to be addressed.

10. Income Generation- covered under item 7

11. Report from PCSO The PCSO was not present. The Clerk read his report on his behalf.
Please see appendix a for full report.

12. Report from Borough Councillor

Cllr Mark Cable sent his apologies and the clerk read his report which covered the land off Brook Street and the planning application for Hallfields.

Brook Street - This land is now under ownership of an Insolvency Practitioner who has agreed with CBC to have the area cleared by the end of June. As such, the court case has been cancelled.

Hallfields - in light of the residents being approached about the demolition of their properties, Cllr Cable advised DPC to give the current application particular attention (although it should be viewed in isolation)

13. Report from County Councillor- Cllr Brown was not present, but had sent a general report for the council which was noted.

14. Correspondence

- DPC have received a letter from St Helena Hospice about a cycle ride through Dedham. DPC are not in a position to be able to support/ approve the ride, but the letter was noted.

15. Matters for Information

None.

16. Have Your Say part 2-

- Is there a speeding update? Will be next month when hopefully Cllr Vinter and Cllr Brown will be present.

17. Date and Time of next meeting Monday 8th July at 7.30pm in the Duchy Barn.

Members of the public where asked to leave so DPC could discuss contract awards in a private session.

18. Item 18 did not need to be discussed.

Appendix a

09.06. 2013 Theft Brook Street, removal of concrete post
10.05.2013 Criminal damage Parsonsfield, broken window, reported for insurance purposes
15.05.2013 Burglary other, Brook Street, tools removed from shed
16.05.2013 Treats, Brook Street, related to the Pryke incident
22.05.2013 Burglary other, Birchwood Road, nothing taken
22.05.2013 Burglary other, Birchwood Road, theft of leather boots from business unit
24.05.2013 Criminal damage, Brook Street, further relates to Pryke incident
27.05.2013 Suspicious circumstances, Monks Lane
28.05.2013 Domestic, Parsonsfield
31.05.2013 Nuisance other, road rage incident in High Street

Other than above, three of which are directly linked to an ongoing matter shortly to be fully resolved, it was a very quiet month in the village and I am happy to report that there were no dwelling burglaries or incidents of anti social behaviour. I am fully aware of the increase in parking violations and have spoken to my counterparts within Colchester Borough Council Parking Enforcement who have regularly attended the High Street and issued tickets. I have further requested an increased attendance at school times to deal with that sensitive issue.