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21 Lawford Place
Lawford
Manningtree, Essex
CO11 2PT

Minutes of the Parish Council meeting held at The Duchy Barn on Monday 1 December 2014

Meeting open at 19.30

Present:

Chair: Councillor Sheila Beeton

Councillors: Nicola Baker, Chris Clark, Ann Follows, Jane Hughes, Tony Regan, Kevin Taylor and Sue Vinter

Acting Clerk: Brian Hindley

1. Apologies for absence:

Cllr Mark Cable

2. Declaration of interest:

Cllr Gibbins re Hallfields planning application. Cllr Baker re planning application 146154 Monks Cottage Monks Lane. Cllr Regan re diversion of footpath 29.

3. Minutes: It was resolved that the minutes of the meeting 01.11.2014 be accepted subject to: -

Amendment of item 15 to now read 'and the Clerk of DPC be requested to write formally to CBC (a) deploring the breach in planning procedure and requesting urgent consideration of enforcement action to prevent illegal occupation of the site and (b) objecting to revised application for alternative use of the site'.

4. Update on items from last meeting. Not listed separately: -

- a) Letter to Mr & Mrs Knowles re daffodils – sent.
- b) Small grants – paid to applicants.
- c) Use of Royal Sq. Completion of risk assessment by organisers.

5. Result of Notice of Vacancy for Dedham Parish Councillor.

CBC had notified us that there had been no response from the public regarding the notice and that we were in a position to co-opt a Parish Councillor. An advert will be placed on the website and a notice placed on the notice boards. Closing date for applications 31.12.2014.

Action: BH

6. Open Session

The Chair invited members of the public to make general comments in advance of key items on the Agenda. A member the public wished to place on record their thanks for the tidying up of the hedge along Stratford Road, which had been completed recently. It was also mentioned that the obstruction of the view at Lamb Corner had not been dealt with. The Clerk said that although it had been reported he would try again to get some action from ECC Highways.

Planning application 146160, Bargate Lane. A member of the Bargate Lane Action Group wished to place on record their thanks to the Parish Council for their efforts on informing the residents of this planning application and their subsequent representations to CBC. The Chair asked the Clerk to report on a recent decision of CBC relating to this application and he confirmed that a letter had been received from CBC conveying its decision of 28th November "to decline to determine this application". This decision had been communicated to the applicant and published on their website. Cllr Regan informed the meeting that he had spoken to Peter Hill (the Planning Officer dealing with Bargate Lane) who had given him advance information about this decision, which had been confirmed in a separate letter to the Council. Cllr.Regan confirmed that arising from this decision the Council were proposing to refer the matter to their planning enforcement team as the development proposed by the planning application involved matters specified in existing enforcement notices as constituting a breach of planning control. He confirmed that timescales relating to due process were difficult to estimate but that DPC would keep a careful watch on further developments and keep residents aware of the situation as we know it. Cllr Regan also mentioned that the Human Rights Act came into play under such circumstances and a Notice Under this Act had also been served upon the site occupants. He said that CBC had a clear action plan to deal with the breaches and would continue with that process, but as with the application of all legislation it would be the site occupants who will be informed first of these. **Action: BH**

Planning Application 146334: Hallfields

The main issues raised by members of the public regarding this development were as follows:

- (a) serious concern about the inadequacy of the current sewer system and drainage for existing residents in Manningtree Road and the impact the new development would have on the future service provided to both existing and new residents of this development.
 - (b) concern about traffic flow – particularly with regard to the construction works. Particular anxiety expressed about congestion around the school run if contractors vehicles used this route.
 - (c) concern expressed about possible loss of the walnut tree.
- Councillors agreed to take on board these issues when considering their response.

Councillor Cable was not present but had submitted a report, which highlighted the Stour Coach House and Hallfields planning applications. He said that the Stour Coach House application was for a holiday let and he would be calling this in to go before the full planning committee. In so far as Hallfields was concerned planners should be aware of the sewerage issue.

7. Planning Advisory Group

7.1 a) 146316 Land at Shelley Glebe Barn Grove Hill.

Cllr Regan said a key point of this application rests on recent emphasis from central government relating to builds in the countryside and provides for special circumstances, part of which has been used by the applicant in his argument for planning consent, namely;

The development must re-use a redundant or existing building.

The applicant later argues that this special circumstance;

Is not qualified in any way, the scale type and condition of the building is not material.

Looking through the plans it is difficult to determine what, if any, re-use there is. There is nothing of architectural merit on the site and the applicant has an existing approval for its demolition and build of a replacement barn. The existing approved plans suit the agricultural nature of the immediate vicinity with barns on the opposite side of the road.

This application to change the use of the site to residential and build a 5 bed roomed dwelling is on a site that is outside the village envelope and within the AONB. We would also question the sustainability element of the development. The development will be in clear view through the valley from footpath 3. This amounts to ribbon development within the AONB.

The Parish Council recommends refusal based on the above points. Unanimously agreed.

Finally, the design is not thought to be imaginative or attractive and if CBC planning feel inclined to approve the development then we would request ward councillor call in. **Agreed.**

b) Application 146319: Stour Coach House

Cllr. Regan referred to the report submitted to the Planning Committee by the Case Officer regarding Application 142862: Continued use of Stour Coach House as a separated detached single dwelling house. Specifically these direct quotations:

8.1 The application site is outside any of the Dedham settlement boundaries. It is also wholly located within the Dedham Vale AONB. Policy DP22 development will only be supported that makes a positive contribution to the special landscape character and qualities of the AONB. Paragraph 55 of the NPPF states that Local Planning Authorities should avoid new isolated homes in the countryside unless there are special circumstances such as where the development would re-use redundant or disused buildings and lead to an enhancement to the immediate setting.

Also - it is recommended however that a condition restricting any additional development on the site associated with the Coach House be included in order to minimise the impact on the character of the AONB.

Dedham Parish Council therefore asks that NPPF para 55 and CBC policy DP22 be strictly applied to this application to construct a new dwelling on the site and the condition stated above be enforced.

The Council strongly recommends refusal: unanimously agreed.

Cllr Baker left the meeting.

Cllr Regan outlined the further planning applications listed and they were agreed with no objections

- a) 46154 Monks Cottage Monks Lane. New Summer Room Extension.
- b) 146293. Princl House Princl Lane. Tree work.

- c) 146363 Wheelwrights Cottage High Street. Replace two existing dormer windows on the front of property.
- d) 146373. 12 Coopers Lane. Conversion of and extension to detached garage to hobby/playroom at upper level.

7.2 To resolve to approve: letter of objection to CBC concerning Bargate Lane planning application 146160 from Dedham PC. **** Proposed** Cllr Clark seconded Cllr Vintner.

7.3 To resolve to approve planning application 146334 Hallfields.

Councillors had all given careful consideration to the proposals in this significant application which had been the subject of a recent Exhibition in the Village. They had also taken account of the feedback of residents, both from the Exhibition and as expressed in the Open Session of this Meeting arising there.

Dedham Parish Council **agrees that the application:**

- (1) Meets the needs for affordable housing identified in the RCCE survey of March 2012.
- (2) Has restricted the size of the market homes as far as can realistically be achieved to provide cross-subsidisation.
- (3) Has a site-plan and house designs sympathetic to the AONB and the Village Design Statement.
- (4) Includes landscaping which will protect views from neighbouring homes, from footpaths and across surrounding countryside.

But requires in addition that:

- (a) Further detailed investigations take place with the proposed connection to the Anglia Water sewer system. Local knowledge is clear in that there are ongoing issues with the functioning of the local sewers. This is evidenced as recently as Wednesday November 26th when considerable effort was expended by Anglia water to unblock the system. Putting a further load from 17 new dwellings onto a system that has a record of continuing failure is unacceptable until the root cause of the issue is resolved. This must be addressed prior to any works commencing for the benefit of both existing and new residents.
- (b) Street lighting, which is not mentioned in the application, should not be permitted at high or medium level.
- (c) The proposed development is the largest in the village for some time and will place increased demands on both our leisure and community facilities. Under normal circumstances, as a major development this would require a I06 Agreement. If this principle is to be abandoned on the basis that any such requirement would render the project non-viable, then we would like it to be transparently demonstrated what these viability criteria are and how they breach the National Planning Policy Framework on this application. We will require, through an FOI act request if needed, the detailed data and the decision justification?
- (d) Due regard to the wellbeing of residents be shown during the build by allowing noisy and external works Monday to Friday during the hours of 0730 to 1700 only, forbidding parking of delivery lorries on Manningtree Road. Overall we expect that the development contractors will conform to the Considerate Contractor Scheme.
- (e) Due to the fact that Manningtree Road is narrow and a single carriageway, access to the site during the build should not take place via Jupes Hill.

Dedham Parish Council recommends approval of the application subject to the inclusion of these five conditions. Because of the significance to the village the Parish Council will request the Ward Councilor to call-in the application for decision by the full Planning Committee.

8. Dedham Car Park Working Group.

Cllr Beeton began by reporting that there had been two more instances of mindless vandalism to the parking meters at Dedham Mill Pond and the main car park. They were damaged by being pulled over last Saturday night, repaired the next day and again forced over on Sunday night. This was costing the Dedham Parish a large amount of money and Colchester Borough and DPC will have to share the costs of the damage. The

Police had attended but at the moment there was no evidence of who the perpetrators were. In the meantime (and prior to the damage reported above) the Car Parking Working Party had met and:

Agreed to recommend to DPC: that CBC be urgently requested to explore proposed installation of CCTV in the Mill Lane Car Park; **Agreed unanimously.**

In respect of Royal Square: a review of parking practice had revealed that there were a few persistent car parkers who were ignoring the guidelines by overstaying their parking. Cllr Taylor will frame a suitable reminder letter to local Square residents and businesses concerning the guidelines. Action: Cllr.KT

In the meantime it was:

Proposed: that the potential for including Royal Square within the parking restrictions already in place in the High Street be investigated with CBC. **Agreed unanimously.**

In respect of Royal Square permits:

It was proposed: that no retrospective charges be made and that where allocated, second permits should be charged at the same price as the first permit. **Agreed unanimously.** **Action BH**

Coach Parking: Cllr Taylor requested that details of Coach Parking be placed on the website for information to potential visitors and that he would seek avenues of publicity. **Action: KT/BH/NB**

Stour Valley (river) Taxis: A request had been received from this voluntary group that provided a summer taxi service across the Stour, that when the taxi service was operating, a couple of small notices be placed in the Dedham Car Park advertising the service.

Proposed: That DPC seek the approval of CBC for this. **Agreed unanimously** **Action: clerk**

The Chair confirmed that all the above issues would be subject to report and discussion at the Review Meeting on 9th December between DPC and CPC on Car Park issues. **Action: SB**

9. **Purchase of Arnold Baker's Guide. It was resolved to approve:** the purchase of Arnold Baker's guide to Parish Council Matters at a cost of £48.00. It was proposed by Cllr Beeton and seconded by Cllr Sue Vintner. **All agreed.** **Action BH**

10. **Employment of Assistant Clerk. It was resolved to approve:** estimated funding of £3,500 p.a. for the employment of an assistant Clerk on the recommendation of the Council's Personnel Committee. Cllr Taylor pointed out that Stratford St Mary Parish Council paid their Clerk £8,000.00 per year and Cllr.Regan confirmed that funding could be adequately covered for this from our reserves. Cllr Beeton said that this additional post had the support of the Clerk, Emma Cansdale. **Agreed unanimously**

Arising therefrom, and to promote the necessary stability and continuity of the Council's service over the forthcoming period, it was recommended and unanimously agreed that the appointment be offered to Acting Clerk, Brian Hindley on the basis of a rolling fixed-term contract. **Agreed unanimously.**

11. **Accounts:** Cheques approved and signed by Cllr Regan and Cllr Beeton,

Brian Hindley Clerk's salary: December £197.92

Accent Stationers: Stationery: £22.38

Iris Hindley Litter Picking October £210.00

PJ Gibbins Construct Flower boxes war memorial £360.00

Dedham Parochial Church. Hire of Duchy Barn: £15.00

Horizon Landscapes: Flower tubs High Street £90.98.

H M Customs PAYE Clerk. £148.00

Ladywell Accountancy PAYE Operations and RTI Filing £55.00

Bland Landscapes Tree work corner of playing field: £475.00

12. **Crime report**

There were no reports of crime other than the criminal damage on two occasions to Car Park vending machines.

13. **Reports from representatives**

Communications Group (Cllr Taylor)

Broadband. Cllr Taylor brought to the notice of Councillors that the broadband coverage of Dedham was still very sparse and an area of Dedham, including Long Road East and West, Coggershall Road and Dedham Meade. Whilst some of us are about to benefit from Phase 1, if resident in an area of Dedham that does not have any firm plans to benefit from the programme and if they want to increase the chances of being considered for funding then please register your interest by:

- Going to the Superfast Essex site at <http://www.superfastessex.org> and under "get involved" complete the Make The Connection survey by registering your interest.

As previously discussed in meetings and reports, this is the single most important thing residents can do to influence the possibility of success. Unfortunately Dedham currently only has a response rate of between 10% and 20%, which compares to some other local villages that are in the 80% bracket. Dedham is not therefore being flagged as a high-demand area. The responses are reviewed quarterly, and whilst the Phase 2 procurement is under way now, there will be future opportunities in 2015 to take expressions of local demand into account. Cllr Taylor will prepare a leaflet and circulate to all the areas that have not responded very well to encourage registration.

Action: KT BH

Community Safety and Infrastructure Group (CSG)

Cllr Follows reported that there was a successful Neighbourhood Watch meeting on 25.11.2014 when over 40 people attended. 140 residents had now signed up to the scheme and members would shortly start to receive further information. Positive progress was made in establishing Co-ordinators but more are still required.

Emergency Co-ordinator Cllr Clark was pleased to say the East of England Co-op had kindly offered to donate an emergency defibrillator for the village and to pay up to £100.00 fitting costs. He was in negotiating with the Craft Centre with a view to placing the defibrillator outside the Centre. He was very hopeful that this would be done.

Action: CC

- 14. It was resolved to approve** Dedham Youth Club's request to use Royal Square to put a stall on two Saturdays 13 & 20 12.2014, in order to raise funds. **Proposed** Cllr Taylor seconded by Cllr Beeton. All agreed. Clerk said that the Youth Club had been requested to complete a risk assessment. **Action: BH.**

- 15. To consider:** purchase of an audio recorder for recording Council meetings in view of the recent legislation that allows any member of the public to make a recording of a DPC public meeting. This was proposed by Cllr Regan and seconded by Cllr Taylor. **All agreed.** **Action: KT**

- 16. Correspondence:** Clerk said that he had received letters of thanks from all the recipients of small grants, Dedham Old Boys Football Club, The Dedham Youth Club and the Toddlers Group.

- 17. Matters for Information: None.**

- 18. Matters of Continuing Reference:** Noted.

- 19. Next meeting:** Monday 12.01.2015. at 7.30pm Duchy Barn

Meeting closed at 9.50pm

** Documents available from Clerk

Signed.....

12.01.2015