



**Dedham Parish Council**  
[www.dedhamparishcouncil.co.uk](http://www.dedhamparishcouncil.co.uk)

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Minutes of the Meeting of the Parish Council Assembly Rooms on Monday 08<sup>th</sup> January 2018

**Attendance:** Cllr Sheila Beeton (chair), Cllr Nicola Baker (vice-chair), Cllr Kevin Taylor, Cllr Ann Follows, Cllr Christine Frost, Cllr Jeffrey Herbert, Cllr Jane Meakin, Cllr John Millican (after co-option), Cllr Jonathan Smith (after co-option)  
Ward Cllr Chapman

**Clerk:** Emma Cansdale, **Asst-clerk:** Brian Hindley

**Members of the Public:** 5

**1.18. Apologies for absence.**

None

**2.18. Declaration of Interest.** Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.

None

**3.18 Minutes**

The minutes of the meeting held on Monday 04<sup>th</sup> December 2017 were accepted as a correct record and duly signed by the chair, Cllr Beeton.

**4.18. Parish Councillor vacancies and co-option**

To receive applications for the 2 parish councillor vacancies, and to resolve to co-opt 2 new councillors.

Following receipt of 2 applications, it was resolved to co-opt John Millican and Jonathan Smith.

**Proposed: Cllr Beeton**

**Seconded: Cllr Baker**

**Agreed by all.**

Cllrs Millican and Smith duly signed the acceptance of office forms and were given the opportunity to declare any interests in items on the agenda. None declared.

It was agreed to assign the new councillors to the advisory groups as detailed below.

Cllr John Millican: Business, Finance

Cllr Jonathan Smith: Planning, Sports and Recreation

**5.18. Update on items from last meeting. Not reported separately.**

- **Sports Club Refurbishment.** Cllr Baker reported there was no further update at this stage. Progress has been deferred whilst a shortfall of £14,000 is found. A request to defer spending of the CIF fund has been submitted.
- **Tennis Footpath.** Cllr Baker. No further update.
- **Mill Lane light.** Clerk. Hedge letter has been issued to the resident, requesting the hedge is cut back, and no further reports have been made. Cllr Baker reported that A and J Lighting were present today. The clerk is to investigate why the repair seems to have taken so long.
- **Colchester Road. Grove Hill. Sweeping.** Clerk. Awaiting programming.

- **Leaping Horse Bridge. Footway.** Cllr Beeton reported that she has been in touch with Simon Amstutz regarding this issue.
- **Condition of The Drift.** Cllr Beeton reported on the issues with the surface of The Drift. Major work is planned, going forward, but the Co-op may be able to do some remedial work in the short term, whilst there is increased footfall to the Duchy Barn.

#### 6.18. Have Your Say.

- Report from Cllr Nigel Chapman. Ward Councillor  
Cllr Chapman reported that he had a meeting with County Councillor Anne Brown at County Hall. ECC Highways have set up a meeting with their Suffolk County Council counterparts to discuss issue that cross the border. DPC councillors to advise any issues ahead of the meeting later this month. **Action:** Cllr Beeton
- Report from Cllr Anne Brown. Essex County Council; Not in attendance

#### Public questions

A member of the public advised that cars are still being parking on double yellow lines on Manningtree Road. **Action:** Clerk, contact NEPP

#### 7.18. Accounts.

To receive and approve list of cheque payments. Clerk. See attached list.\*\*  
The payments totally £704.70 were agreed and signed.

**Proposed: Cllr Baker**

**Seconded: Cllr Frost**

**Agreed by all**

#### 8.18. Budget and Precept 2018/19.

To discuss the budget and resolve to set the precept for 2018/2019 at £39,969.  
Report attached from Cllr Herbert. \*\*

Cllr Herbert gave the report, which was discussed by the council.

Following the discussion, it was resolved to agree the budget for 2018/19, and to set the precept at £39,969.

**Proposed: Cllr Herbert**

**Seconded: Cllr Baker**

**Agreed by all**

#### 9.18. Planning Advisory Group. Cllr Taylor.

173071. Woodside, Old Ipswich Road. Demolition of garage and erection of 2 storey side extension.  
*Recommendation: Clarification needed on whether this address is in Dedham. If so, no objection*

173134. Highbury, East Lane. Application to discharge conditions 3, 4, 9 & 10 of planning application 171595.  
*Recommendation: No comment required.*

173161. Brook Farm House, Grove Hill, Remove the dilapidated block-work coal store to the East of the farmhouse. Build a double-gabled entrance porch and laundry room.  
*Recommendation: No objection, however acknowledge listed building*

173171. Bloom House, The Heath,  
Landscaping of garden creating small mounds, less than 75cm in height to dispose of soil excavated from swimming pool dig.  
*Recommendation: It is a matter of record that DPC has not been supportive of this development or changing the pasture to garden. The disposal of excavated material in this area will change the natural flat nature of the landscape. There are also significant issues relating to neighbours' concerns, some of which are planning related. We feel that these issues must be addressed*

173206. Shell Birchwood Ipswich Road,  
Demolition of existing sales building and removal of existing canopy link. Construct new single storey sales building, gated timber fenced compound area with plant units and bins  
*Recommendation: No objection*

173243. Albany Lodge, High Street, Removal of Cypress/Conifer.  
*Recommendation: No objection*

173293. Creg-Ny-Baa, The Heath, Application to discharge condition 3 of planning permission 171721.

*Recommendation: No comment required*

**Proposed:** Cllr Taylor  
**Seconded:** Cllr Herbert  
**Agreed by all**

#### **10.18. Parish Office and Tourist Information Point.**

Cllr Beeton reported that the lease has now been signed.

a) To resolve to fund additional £500 for parish office set up costs.  
To note net costs to DPC have been reduced to £4000, due to a contribution from Munnings.

b) To resolve to fund an additional £1200 for the TIP, for IT and leaflet stands.

Budget of £250 for refreshments for the opening agreed.

Following a discussion, it was resolved to agree the additional funding, as described above

**Proposed: Cllr Beeton**  
**Seconded: Cllr Herbert**  
**8 in favour, 1 abstention.**  
**Carried**

Thanks to Cllr Chapman for the £1000.00 from the Locality Fund.

#### **11.18. E-mail changes.** Cllr Taylor.

To resolve to fund a maximum of £200 for the necessary work to enable parish councillors access to the new email systems.

Following a discussion, it was agreed to carry out the necessary work as stated above, to a maximum cost of £200

**Proposed: Cllr Taylor**  
**Seconded: Cllr Follows**  
**Agreed by all**

Update website including Cllr Beeton's address 2 Frog Meadow, Brook Street, CO7 6AD, and the new councillors' details.

#### **12.18. Local Services Fund.**

Cllr Beeton gave an update of the position of the Local Services Fund, with respect to the proposed application to use the fund for PRow. Following a report from Cllr Beeton, it was agreed not to submit a grant request to The Local Services Fund for PRow at this stage, as there appears to be a requirement for the parish to continue to fund the service after the three years of the grant, and there is a timing issue with the grant submissions. This may be reconsidered for next financial year.

DPC await to hear from ECC regarding a service level agreement for the PRow maintenance for 2018/19. This will be discussed fully in February.

**Action:** Clerk, Cllr Beeton, Cllr Follows

#### **13.18. Litter Pick Day.** Clerk.

To resolve to hold a community litter pick day in the spring.

Following a discussion, it was resolved to take part in the 'Big Spring Clean', hosted by CBC. DPC will hold their event on Saturday 4<sup>th</sup> March. Details will be published on the website, and reported in more detail at the February meeting.

**Action:** Clerk

#### **14.18. Additional Tree work**

To receive a report from Hallwood Associates, and resolve to seek quotes for the recommended work. Following a discussion, it was agreed to bring back quotes to the next meeting for the work described.

**Action:** Clerk

#### **15.18. Local Crime report.** Asst. Clerk

Cllr Follows reported that the car park ticket machine was tampered with (and funds removed on one occasion) again. This has been done 3 times within the last 3 months.

Metal railings stolen on Greyhound Hill, Langham

Burglary in a business property on Southfields.

**Action:** Cllr Taylor. Organise a DPC car park meeting, as none of the car park issues were reported at the last meeting.

Reconsider CCTV in the car park.

Cllr Chapman will raise rural crime as an issue through CBC

DPC records a note of the thanks to the Co-op for the work they have undertaken to keep the business going, following the ram-raid; and also to the village organisations who have worked with them to make the temporary relocation of the store possible.

#### **16.18. Telephone Boxes**

Resolve to make a formal complaint regarding telephone boxes.

Cllr Baker reported that many boxes have been decommissioned, and BT have a nationwide programme of removal.

Following a discussion, it was resolved to write to BT relaying the issue of the AONB and Conservation Area. To include that DPC understand that they have a programme of removal but that is not good enough in an area such as Dedham.

#### **17.18. Correspondence.** Clerk.

Nothing additional to report

#### **18.18. Matters of continuing reference.**

- High Street footway. ECC aware
- HGV's using village, especially via Birchwood Rd
- Manningtree Road. Hole in hedge.
- PRoW. Volunteer Project.
- BT Open Reach, manhole cover

**19.18. Date of next meeting.** Monday 5<sup>th</sup> February 2018. To be held in Assembly Rooms Reading Room.

*Closed session in accordance with the Public Bodies (admission to meetings) Act 1960.*

#### **20.18. Bin repair and barrier replacement (sports pavilion end of The Drift)**

To receive quotes to reinstate the bin in the play area, and to repair the barriers at the entrance of The Drift, by the Sports Pavilion.

As quotes had not yet been returned, it was proposed that the clerk uses delegated power to approve a quote as soon as they are received, given that the bollards could be considered a hazard.

**Proposed:** Cllr Baker

**Seconded:** Cllr Meakin

**Agreed by all**

**Action:** Clerk