



Draft` **Minutes of the meeting of Dedham Parish Council (DPC) held on
Monday 2nd June 2025 at 6:30pm at the Duchy Barn**

Attendees: Cllr Bourn, Cllr Sneddon, Cllr McLaughlin, Cllr Andrews, Cllr Harrison
Cllr Halsall, Cllr Beeton, Cllr Main.

Present: Clerk - Carol Harbach
5 Members of the public
Cllr Barber Essex County Councillor (ECC)

25/044 Welcome and apologies

Cllr Bourn welcomed everyone to the meeting apologies from Cllr Martlew,

25/045 Declaration of Members interests

None were declared. Any declarations are to be brought up as they arise on the agenda.

25/046 Public Open Forum (Maximum 15 minutes)

A resident asked about the young people on the playing fields were thought to be from East Bergholt and were causing problems in the village. This is on the agenda later. The Head teachers have been written to regarding this.

A resident asked about the trading on the pavement outside one business. Chair agreed to contact the business and check the legal situation. An information update to be sent to Cllr Barber.

Action: **Council chair**

25/047 To approve the minutes of the last meeting (DPC APM and Resident APM 12th May 2025)

These had been circulated prior to the meeting and agreed to be an accurate account of events.

Resident meeting - Proposed Cllr Main seconded Cllr Halsall All agreed.

Council meeting - Proposed Cllr Andrews seconded Cllr Sneddon. All agreed.

25/048 Matters arising from the last meeting

DPC APM – Items are on this agenda

DPC Residents APM – The various items raised including Castle Hill, footway on Crown Street, tidying up of area around cricket ground, parking around

village and road access are all being monitored by the Council and reports will be provided when necessary.

25/049 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)

Cllr Barber reported on the results of the parking survey. The number of responses was disappointing. Cllr Barber noted that the proposals in the survey were linked to discussions with NEPP.

Cllr Barber reported on a planned meeting for Parish Councils to discuss local government reorganisation. The Chair of the Council reported he will attend. Cllr Sneddon raised concerns regarding prolonged wait times some local children are experiencing for their Education, Health and Care Plan (EHCP) assessments. Highlighting there are cases of local children waiting over 70 weeks, far beyond the 20 week statutory deadlines. This is adversely impacting the well-being of vulnerable children who are being left without the support they urgently need. It is also putting added pressure on the local primary school who are trying to support children with complex needs without appropriate resources. Cllr Barber responded that he can escalate and report back.

25/050 Approval of Proposed Terms of Reference – discussed and agreed at Group Meetings – for approval by DPC

The terms of reference agreement for groups will be deferred to next meeting as not all the groups have met this month.

A minor amendment was noted for the planning the amendment is for 4 members not 3.

Terms of references to be sent to clerk and then circulated and put on next agenda

Clerk to check what is on system

Action: item on next agenda

25/051 Parish Plan

051.1 Information update of plan

Cllr McLaughlin updated the council on the information regarding the Parish Plan.

Full Council will act in the first instance to be the leading group for this parish plan steering group.

An initial drop in event will be planned to gather concerns of residents and to take these ideas forward. They will be looking at strength's weaknesses and improvements for the future. This will be the basis for later events.

Proposal is for an initial drop-in session on a weekend in late July and advertising for this and future meeting will be published. There will be a need for a budget for this. It was agreed it will be on either 19th or 26th July 10am until 4pm preferably and probably at Duchy Barn. Clerk to check availability and email councillors back The current parish plan will be the starting point

for the new plan.. It was also suggested that the Parish Council could have a stall at the school fete.

Cllr McLaughlin was thanked for his work on this.

On next agenda

25/052 Finance, Standards and Procedures

052.1 To approve payments in accordance with the Budget Payments for May 2025

Colchester City Council – refuse collections	£1,853.70
Colchester City Council – 4 th qtr of car parking machine fee	797.71
Social Bay new website logo	100.00
Warden invoice and materials for May	795.86
Moser Groundcare – grass cutting and weed treatment	1,758.00
M. Rich Playground inspection for May	150.00
Clerk Salary May 25	59.80
HMRC payment	148.80
Mileage for clerk	20.80
DPCC Barn hire invoice 81	30.00
CHM Roofing 50% payment to start work on pavilion	3,937.50
Dedham Vale Tree Surgery – tree survey	648.00
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Total	£12,035.17

Agreement to Microsoft fees for website approx. £588.00
When invoice received.

Cllr Harrison reported that there would be a Finance committee meeting soon. A full report will be given next month.
Car park income will be part of the finance group discussions.

25/053 Report and Recommendations from Planning Group Meeting

Cllr Bourne gave a report from the previous meeting (tonight) – 2nd June 2025 at 6.00pm.

In future Planning Applications will be published on DPC main agenda and the meeting will receive recommendations from the previously held Planning Group Meeting.

Discussions on the Local Plan took place and two Trustees on behalf of Carter Field (Long Road West) (which had been included for potential development in the Draft Local Plan) were present at the meeting. Their intention was to seek the co-operation of DPC on the planning and delivery of 10 bungalows on this site, The Planning Group were pleased to accede to this request and to recommend this to DPC. This was then agreed.

No comments were made on all published applications apart from the land application at Birchwood Road and a comment of concerns will be sent. **Action Cllr. Bourn**

Three Councils will be meeting regarding the Langham 900 to discuss the consequences for Dedham.

25/054

Infrastructure and Community areas

054.1 Parking issues – General Update

NEPP - DPC have a productive relationship with them and we await further information on proposed parking changes.

There is a meeting with a representative from NEPP on 6TH June and the parking of camper vans and the use of disabled bays will be discussed. There are currently 8 disabled bays but they are not always full. General tidying up of the area and an update of charging points and the poor condition of lines in the village will be on the agenda. NEPP are still requesting funding towards the estimated. £6k for the line painting. DPC are considering helping help with this as this would be a benefit to the village, but we do not want to set a precedent for this.

Cllr Beeton will follow this up at the meeting on Friday. Cllr Beeton will keep Cllr Barber in the loop regarding discussions.

054.2 Parking issues along B1025 – update

The issues regarding parking and yellow lines are technically responsibility of Babergh Council. The Chair of Stratford St Mary PC has stated that they are keen to help regarding this. Cllr Barber will try and give help on the area.

054.3 Receipt of Survey from Conservative Councillors

Discussed earlier.

054.4 Traffic Signage – update

Some of the Speed signs produced by the children had been requested to be removed and some have been relocated. Any concerns on this contact Cllr Andrews.

054.5 To receive and approve quotes for repair of defective strut on children's climbing frame in playground

This is a Health & Safety issue and there is a quote for £368 to repair the children's play area climbing frame. This was agreed.

Cllr Beeton to contact contractor.

054.6 – Consultation on re-routing aspects of Bus Services 80/81A (Mill Road and Turner Road) change to serve Olympic Boulevard and Northern Approach
The proposal is to reroute the bus to Northern Approach from the usual entrance was discussed and concerns were raised. If the bus stops in the Northern Approach area there are problems for patients to get to areas of the hospital who may have medical difficulties in walking to the main entrance.

Cllr McLaughlin will write to the hospital on behalf of the Council and send a draft to the Chair for confirmation to not support this change and to retain the main entrance on Turner Road.
Cllr Barber will also pick this up.

054.7 -To discuss and approve maintenance work to hedgerow and trees on playing fields and Drift- £170 + VAT.
DVTs are going to be flailing the hedge and not cutting this by hand.
Proposed Cllr Beeton and seconded Cllr Main All agreed

054.8 - Update on procuring the grass-cutting contract
Cllr Beeton outlined what the DPC were responsible for.
The current contract is with Moser Groundcare and is due to run out the end of July.
A new specification for tendering this contract was created and sent to the football and cricket clubs for comment and they have returned with comments requesting additional treatments for the football and cricket pitches, respectively.
DPC as the tenant of the Duchy Field has an obligation “to maintain the field to a reasonable standard” as does DPC as the owner of the Football Field. This is not the same as maintaining the two fields to the standards required for playing football and cricket and both clubs have previously undertaken additional work – the cricket club maintaining the wicket and undertaking additional cuts and the football club additional fertilisation and re-seeding. The football club has previously had grant funding for this work. The state of the grounds in general are excellent but the cricket outfield in particular has suffered from the dry spring. An estimated cost of the additional work requested by both clubs is circa £8 to £9K.

Councillor Beeton reminded the Council that we had already received (in February) a quotation from the existing contractor to renew the contract for a further fixed price three-year term but it had been agreed by DPC that given the size of the contract and the provisions of our financial regulations we should seek to demonstrate value for money by tendering publicly for the contract. Some delay had already occurred in agreeing a definitive specification and the cost implications of the additional work. It had also reportedly been suggested by the two clubs that we might wish as an alternative, to consider a further extension of the existing contract for a year, to facilitate more detailed examination of the specification and agreement of the funding arrangements. It was also suggested that we might consider limiting the subsequent contracted term to a year (as opposed to three years).

Cllr. Beeton reported that she was not willing to recommend this as the feedback she had received from all users of the playing fields was extremely complimentary (independently justified by the awards we had received for their condition) and she did not wish to prejudice the possibility that the

current contractor who had already tendered for a three year fixed price contract might not now be interested in a further extension (presumably at an increased price) with only a further possibility of a one year contract (potentially at a higher price again? After some discussion by Council, Councillor Beeton proposed the following motion:

“That the contract be progressed to formal tender as previously proposed (without the additional works included) but that these then be specified separately as additional features that could be bid for either on an integral basis with the main contract or separately by different contractors”. The Parish Council would fund the principal contract and any quotes received for the additional works would be subject to discussion with both sports clubs as necessary.

This proposal was seconded by Cllr. Harrison and carried by 5 votes to 3.

054.9 -Update on other items that have been discussed with the Sports Club. Additional use of football field. This is a sensitive issue with background context that needs careful evaluation alongside potential public concerns. **Item for next meeting** and pre discussion by Group.

054.10 –Discuss a request from Cricket Club to install protective netting to protect graveyard.

Deferred to be first considered by group.

054.11 – Discussion on Re-wilding of verges and areas in the village including edges of playing fields.

Deferred to be first considered by group

25/055

Communications

056.1 Information Update on website and emails

A Microsoft account has been opened, the email gov.uk has been approved and will be moving on shortly. Cllr Sneddon was thanked for all her work on this.

25/056

Strategy regarding young people visiting the village

A number of issues regarding young people were noted and it was agreed that a meeting of relevant bodies is convened before end of school term.

Action: Chair and clerk

25/057

Training/Events

057.1 Report on attended events

057.2 Nominations for new events

None at moment

25/058 Clerks Report

Bus survey – information will go on the website for residents, but there are face-to-face surveys being undertaken in Colchester – Osbourne Street – Tuesday 17th June, Thursday 19th June, Friday 20th June, Saturday 21st June, Monday 23rd June, Tuesday 24th June. An online survey can also be undertaken.

Internal audit has been received back today and has been forwarded to the finance group and will be reported on next month. Action **Agenda item July**

25/059 Items for next agenda

Parish Plan
see above

25/060 To confirm date and time of next meeting

Monday 7th July, Planning meeting 6pm DPC 6:30pm

25/061 Chairmans closure of meeting.

Chairman closed the meeting at 19:50pm to the public

25/062 Items for discussion under closed meeting

Update of last meeting with Warden was discussed.

Invoice will be circulated by clerk to full council. This will be in principle for a year and then reviewed. All agreed

061.1 Legal opinion

Papers have been circulated on this to the council. DPC wish to try and get a sense of the legal issues on this and are consider getting advice for the future on this area after further discussions with other parties.

Chairman closed meeting at 8:07pm

Signed

Cllr Bourn

Date