

**Dedham Parish Council**  
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Minutes of the Meeting of the Parish Council Rooms on Monday 4<sup>th</sup> June 2018

**Attendees: Cllr Sheila Beeton (chair), Cllr Nicola Baker (vice-chair), Cllr Kevin Taylor, Cllr Ann Follows, Cllr Jane Meakin, Cllr Jonathan Smith, Cllr John Millican. Clerk, Emma Cansdale. Asst-clerk, Brian Hindley.**

**92.18. Apologies for absence.**

Cllr Frost, Cllr Herbert.

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

None

**94.18. Minutes**

The minutes of Monday 14<sup>th</sup> May 2018 were accepted as a correct record and duly signed by the chair.

**95.18. Update on items from meetings of 14.05.2018. Not reported separately.**

- **Sports Club Refurbishment.** Cllr Baker met with Daniel Connell Partnership, and subject to receiving tenders and planning, the work is due to start in the summer.
- **General Data Protection Regulations Update.** The clerk is carrying out the data audit and impact assessment, which will identify all data held by DPC, and establish why it is held, and identify appropriate data management for the data. The privacy statement is published on the website, and the internal auditor will check for compliance during the internal audit as part of the risk register.

**96.18. Have Your Say.**

A resident highlighted the issue of parked cars and traffic on Mill Lane at the weekends. DPC acknowledged the issue and are trying to deal with it, under difficult circumstances. The resident was advised to report the matter to Suffolk Police, who are responsible for obstruction in that area. DPC will put the contact details on the website.

**Report from Ward Councillor Nigel Chapman.**  
**Report from County Councillor Anne Brown.**

**97.18. Finance: Clerk.**

a) The list of payments to be made were received and approved, totalling £

**Proposed: Cllr Beeton**  
**Seconded: Cllr Meakin**  
**Agreed by all**

**98.18. Planning Applications. Cllr Taylor**

181134. Seasons, Monks Lane. Two bay cart lodge and new gates/railing  
*Recommendation: No objection*

173284. Parkside, Boxhouse Lane. Retrospective application for replacement stables and proposed ménage (AMENDED DESCRIPTION, APPLICATION FORM AND ADDITIONAL PLANS RECEIVED)

*Recommendation: No objection, however we require there is no ménage lighting at night.*

**Proposed: Cllr Taylor**  
**Seconded; Cllr Smith**  
**Agreed by all**  
**RESOLVED**

Concerns regarding our comments not making it on to the website. This will be taken up at the next planning meeting with CBC.

An issue relating to a development in Langham discharging into Blackbrook was raised. This requires further investigation.

**99.18. Sports Field Maintenance- Cllr Baker.**

Councillor Baker gave a report on the future maintenance of the Duchy Field and Playing Field. Following a detailed discussion, between councillors and representatives from the tennis, football and cricket clubs, the recommendations below were agreed:

**Recommendations**

	Item	Proposal	Action	Who?
1	Benches	Add six new ones and re-site existing benches.	Get quotes and offer as 'memorial benches'	EC/BH/NB
2	Grass cutting & strimming	Enter into a grounds maintenance contract	Specification to be drawn up prior to tender process.	EC/BH/NB
3	Tree in the Drift	Replace 'missing' lime tree	Get quotes and offer as 'memorial tree'	EC/BH/NB
4	Play area grass	Add to grounds maintenance contract	As number 2	EC/BH/NB
5	Bins	Replace 3 bins	Get quotes	EC/BH
6	Poo bins	Clean	Add to job list for parish handyperson	EC/BH
7	Concrete posts and redundant broken benches (x2)	Remove	Get quotes	EC/BH
8	Additional equipment	Investigate options	Design consultation	NB/JM

**100/18. Flower tub watering.**

Following a discussion, and report that no volunteers had come forward, the schedule detailed below, was agreed.

**M: Handyperson, Tu: Clerk, W: Handyperson, Th: Asst-clerk, F: Cllr Baker, W/end: Cllr Beeton**

**101/18 LHP request update**

- a) The clerk gave an update on the current position of the LHP requests, as detailed in b) and c)
- b) Following a discussion, it was agreed to accept the recommendation from the LHP officer to a full signage review, for LCOL172003 - The Heath/Castle Hill, instead of a VAS at this stage.
- c) LCOL162035 - Dedham Gateway Signs Following a discussion, it was agreed NOT to request pictorial signs to be placed on private land, as it was felt that this would not fulfil the original intention of drawing attention to the village gateway speed limit signs.

These decisions will be reported to Cllr Anne brown before being submitted to the LHP officer.

**102/18. Risk Assessment**

The Risk Register was reviewed by councillors and agreed.

**Proposed: Cllr Taylor**

**Seconded: Cllr Meakin.**

**Agreed by all**

**RESOLVED**

**103.18. Winter Salt Bag Partnership.**

Following a discussion on joining the Winter Partnership Salt bag scheme, concerns regarding the ability to find volunteers for the scheme were raised and as such no proposer stood, therefore the motion was not carried.

No proposer, motion not carried. DPC will NOT take part in the Winter Salt Bag Partnership for 2018.

**104.18. Local Crime Report.** Asst- Clerk.

A vehicle was broken into on Old Ipswich Road.

**105.18. Correspondence:** Clerk.

- Dedham Church- 'There But Not There'. Following a discussion, it was resolved to support the charity by purchasing 4 Tommy silhouettes, to sit in Dedham Church.

**Proposed: Cllr Beeton**

**Seconded: Cllr Follows**

**Agreed by all**

**RESOLVED**

**106.18. Matters of Continuing Reference:**

- Yellow Lines CBC. Ongoing
- Removal of mound – play area. This will be completed by the handyman, at the same time as the removal of the concrete posts from the playing field (edge of The Drift and by the tennis courts

**107.18. Date of next meeting Monday 2<sup>nd</sup> July 2018, in the Reading Room of the Assembly Rooms**

Emma Cansdale Clerk to Dedham Parish Council