

Dedham

Parish Council

Minutes of meeting held on 14th January 2013

DEDHAM PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale
Tel: 01255 871483

2 Goose Green Cottages

Colchester Road

Wix, Manningtree

Essex CO11 2PD

Minutes of the Parish Council meeting held at The Duchy Barn on Monday 14th January 2013

Meeting open at 19.30

Present:

Chair Cllr S Beeton

Councillors: Cllr C Clerk, Cllr P Gibbins, Cllr T Regan, Cllr N Baker,
Cllr J Hughes, Cllr S Vinter, Cllr K Taylor

Clerk: Mrs Emma Cansdale

Members of public, 3 + PCSO

1. Apologies for absence- Borough Cllr Mark Cable

2. Declaration of interest

Cllr Clark declared an interest in the Sports Club, Cllr Hughes declared an interest in an application for a donation to maintain the churchyard.

Cllr Regan proposed the following resolution be granted.

Seconded by Cllr Baker- approved unanimously.

IT WAS RESOLVED THAT the following resolution be granted.

Dedham Parish Council grants its councillors, elected or co-opted, a General Dispensation from restrictions imposed by Section 31(1) and 31(4) of the Localism Act 2011, enabling members with beneficial interests in land within the administrative area of Dedham to participate and vote on issues related to the setting of Precepts under the Local Government Finance Act 1992.

This General Dispensation shall remain in force until the next Parish Council elections in May 2015.

This Dispensation is granted under section 33(2)(a) of the Localism Act 2011, on the grounds that without the dispensation each member of the Parish Council would be prohibited from participating in the business of the determination and setting of the annual Precept. Dedham Parish Council is empowered to grant this Dispensation as a Relevant Authority as defined in section 27(6)(d) of the Localism Act 2011.

3. Minutes

Corrections made to page 2, 8)a) action for SV not KT , 9) NAP- Mr Ray Medlar is the overall co-ordinator of the NW scheme. Minutes approved for 10th December 2012

4. Matters arising

- a) Royal Square- Cllr Gibbins is in the process of receiving quotes, and should be in a position to move forward this month. He will submit 3 quotes for February's meeting. Cllr Beeton is putting in the application for S106 funding. E Cansdale is chasing ECC to clear the gully by Royal Square.

- b) Parish Plan – Cllr Beeton suggested a working group is formed to identify incomplete actions and to progress the Parish Plan. Cllr Beeton volunteered, along with Cllr Vinter and Cllr Gibbins.

- c) Resignation of Councillor-Cllr Beeton read out a statement regarding the resignation of Mr Jon Flack.
Appendix 1

5. Have Your Say part 1

A resident asked when the vacant post would be filled following Mr Flacks resignation. Cllr Beeton advised that the appropriate notice had been placed in the notice boards by Colchester Borough Council, asking residents if they wanted an election held for this post. There were no responses, so the council are free to co-opt a new councillor in, which they will be doing in the near future.

Parish Plan: A resident suggested the council approach Mr Alan Stock, as he worked on the Parish Plan previously, and may be able to offer some assistance in updating it. The resident mentioned the transport meeting that had been set up with ECC which didn't happen due to various circumstances including the change of council. Cllr Vinter to follow this up.

6. Finance Group

Report from Cllr Regan on the budget, and proposed budget for 2113/14. Appendix 2

Cllr Regan gave his report on the budget and how national changes will impact the setting of this year's precept. The council went through the proposed budget which was based on last year's expenditure.

Donations: A number of donation requests have been received by the council, Cllr Taylor proposed the council set an amount for donations within the precept, then allow groups within the community to bid for it, rather than granting donations on what has been done previously. This way all groups would have the opportunity to bid, and the decision would be based on their individual merits. It was felt by the council, that despite the financial climate, and the council's scarce funding, they wanted to put something back into the community. The mechanisms for this would have to be determined, and the council would have to advertise who could apply for a donation, and who legally cannot. Cllr Vinter suggested we encourage match funding.

Cllr Taylor proposed the council accept this system in principle, with the mechanisms to be discussed later. Cllr Vinter seconded. Agreed unanimously.

IT WAS RESOLVED THAT a pot is set aside in the budget for community grants, which groups within the village may bid on.

Requests:

£1000- training. Cllr Beeton put forward a case for a training budget of £1000, specific to this year, as the council are a new council and the clerk is also new. Cllr Beeton stated the EALC run some worthwhile courses that would benefit a new council. Cllr Taylor, agreed the training would be worthwhile. Cllr Clark

suggested we set a budget of £1000, but each course a councillor wants to attend is agreed by full council, and any funds left are put into the reserve. Cllr Beeton and Cllr Hughes agreed.

Cllr Vinter suggested the council use more experienced councillors from other parishes as mentors.

£200 to increase the grass cutting rate. Cllr Clarke put forward as case on behalf of the sports club. The current rate hadn't changed in 15 years, and is approx. £4 an hour.

Cllr Vinter suggested the roundabout be moved so less field maintenance was required. Cllr Gibbins said this would be highly costly due to the nature and age of the equipment.

£1000 for churchyard and cemetery. Mr Michael Hughes had requested a donation for the maintenance of the churchyard and cemetery. This had been given previously, but not in the current or last financial year. This, with church funding cuts had left a hole in their funds. Cllr Taylor suggested it was quite a high amount.

Cllr Baker proposed that we offer £500. Cllr Vinter seconded this. Agreed unanimously.

IT WAS RESOLVED THAT a donation of £500 would be given to the maintenance of the churchyard and cemetery.

Recommendations Appendix 3

Cllr Regan put forward the options for the coming year's precept, recommending that the council maintain existing levels of expenditure and reserves. This will cause a small increase in tax for the residents, but was still a very conservative budget. Cllr Clarke proposed the £500 left from the initial £1000 proposal for the churchyard be left in to add to the reserves. This would mean Cllr Regan's calculations in his recommendation would remain the same. Cllr Taylor seconded this. Agreed unanimously.

To approve precept request for 2013/14

Cllr Baker proposed the council accept the recommendation (C) by Cllr Regan, for the budget. Cllr Clark seconded this. Agreed unanimously.

IT WAS RESOLVED THAT the Clerk submit a precept request

of £29,715.00

Cllr Beeton suggested the precept decision should be communicated to the residents, before they receive their tax bill, explaining the rise. Cllr Baker suggested it goes on the website, and a small note is placed in the Parish magazine and on the notice board directing people to the website. Cllr Beeton proposed the above, Cllr Regan seconded. Agreed unanimously.

IT WAS RESOLVED THAT the outcome of the precept discussion and reasoning should be communicated to the village via the website, parish magazine and notice board, as stated above, once confirmation that DPC has received the requested figure from Colchester Borough.

7. Accounts

a) Cheques signed by Cllr Beeton and Cllr Regan

Litter removal £210.00

Playground Maintenance £202.50

b) Proposal for the addition of 2 signatories on the bank account.

Cllr Baker and Cllr Clark agreed to be additional signatories. Mr Flack to be removed. Clerk to progress.

8. Reports from representatives

Sports field -Cllr Hughes reported that Cllr Mark Cable has advised the Jubilee money had to be spent by the end of January 2013. As such, a covered litter bin for the children's' play area was purchased at £478.80. The new Lime tree, which is now in, priced at £416.69, and a plaque for the jubilee tree was purchased at £69. The existing bin the play area would be moved to the drift. A letter of thanks is to be sent to Mark Everett for the planting of the tree.

a) Report on swearing at football matches – Cllr Hughes

reported that the swearing has dropped. Cllr Hughes suggested that Cllr Clark continues to monitor behind the scenes, and she will monitor once a month.

Cllr Baker proposed the council carry on as above, with a formal review at the end of the football season.

The clerk to write a note of thanks to the football club, for their part in the reduction of swearing during matches.

Cllr Hughes stated that she and Cllr Gibbins had attended the Sports Club meeting, and wanted to pass on how pleased the sports club were with the work Cllr Gibbins has done.

Play area-Cllr Gibbins reported the see-saw in the play area is broken. He is going to try and fix it himself. He also reported that the equipment needs pressure washing and painting. Council will try to raise funds for this through income generation.

Communications Group- Cllr Taylor

- a) Broadband- Cllr Taylor gave a detailed report on developing high-speed broadband for the village. He stated if we were to sign up to a supplier now, such as Buzzcom, it may not be future proof, and we may lose the opportunity to bid for a grant. He recommended the council wait for phase 2 of ECC's Superfast Essex project, where they will define areas that commercial based solutions will not reach, and that the council actively lobby ECC on behalf of Dedham and our need broadband for Dedham residents.

Cllr Beeton proposed the above. Seconded by Cllr Vinter. Agreed unanimously.

IT WAS RESOLVED THAT DPC do not yet approach a supplier such as buzzcom, and wait to see the outcome of phase 2 of the Superfast Essex project, and to actively lobby ECC

Cllr Taylor also suggested the PC invite Annette Thorpe, BT Partnership Director East of England, to talk at the next meeting. This was agreed and the meeting shall start at 7pm in February to allow time for her talk.

- b) Website-Cllr Taylor advised the new website should

be up and running by the end of January, and the systems would be transferred over. However, the old and new systems would be run simultaneously for a while.

Media and Public Relations- Cllr Hughes- Nothing to report.

Community Safety and Infrastructure (CSI) Group-Cllr Vinter reported that this group now contains highways. They have had one meeting so far, with the emergency co-ordinator, the PCSO, PCSO's responsible PC, Neighbourhood Watch, and Brian Hindley. She also welcomes new members that have something to offer the group.

Cllr Vinter recommended anyone with highways issues liaise directly with ECC through their website (report a highways fault). She has reported the flooding issues at Coles Oak lane, broken railings at the bottom of Grove Hill, and the poor surface at Mill Lane.

Cllr Vinter asked fellow councillor and members of the public to come forward and volunteer as a Neighbourhood Watch Co-ordinator. Cllr Beeton, signed up immediately.

Footpath and Tree Group- Cllr Beeton

Parish footpaths laminate-Cllr Beeton proposed to produce an A4 laminated copy of the parish footpaths for display in the 5 parish notice boards, at a cost of approx. £36.00 (for printing). Cllr Vinter seconded this. Agreed.

Cllr Beeton reported that on footpath 17, by the kissing gate it was incredibly muddy. Cllr Beeton to investigate further.

Tree Warden- Cllr Baker- Nothing to report.

Dedham Primary School- Cllr Beeton is planning to meet Heather Tetchner, Head of DPS to discuss the tenure position of School representative Katy Williamson and explore the options for liaison with DPS arising from Cllr. Flack's

resignation. To report back at next meeting.

Emergency Co-ordinator- Cllr Clark reported that he had met with the CBC emergency planning co-ordinator. He was also looking to put together a group of people within the village to help out, should an emergency arise.

Income Generation- Cllr Baker stated she is working on developing a strategy for income generation. Further details to follow.

9. Planning Group

Cllr Regan gave his report (*Appendix 4*), and made recommendations to the rest of the council.

Decisions:

No 121871- Demolition and erection of 2 replacement dwellings, 1 & 2 Rose Cottages, Ardleigh Road. REFUSED 11/12/12

Applications:

No 122179- proposed conservatory, Chapel Cottage, Long Road east. No objection provided that permission is subject to the demolition of the existing conservatory to the West of the property.

Cllr Regan proposed the above recommendation. Seconded by Cllr Taylor. Agreed unanimously.

IT WAS RESOLVED THAT DPC submit a 'no objection' comment to CBC relating to planning application No 122179

10. Council Structure

Cllr Beeton gave an update on the councillor responsibilities, working groups and terms of reference, stating the council were continuing to develop these, and were nearing finalisation. These should be complete and ready for agreement at February's meeting.

Cllr Baker has produced a set of Standing Orders, based on the NALC's documents, amended to suit the business of DPC.

Cllr Regan proposed DPC accept these Standing Orders. Cllr Vinter seconded this. Agreed unanimously.

IT WAS RESOLVED THAT DPC shall adopt the Standing Orders produced by Cllr baker. The Clerk shall produce a hard copy for all councillors.

11. Training

Cllr Beeton proposed that Cllr Hughes attend an EALC course "How to raise the profile of your parish council" at a cost of £43.00 and that she attend an EALC Chairman's training day, cost approx. £65.00. Both seconded by Cllr Vinter. Agreed unanimously.

12. Report from PCSO Appendix 5

The PCSO reported the following incidents for December 2012.

- 1) Theft from motor vehicle in Ardleigh Rd.
- 2) Attempted motor theft in Ardleigh Rd.
- 3) Racially motivated hate crime in Parsons Field.
- 4) Theft from shed in Birchwood Rd
- 5) Make off without payment in the High Street.

The PCSO reported that an ASBO was being issued in relation to the hate crime in Parsons Field, the police are actively encouraging the re-kindling of Neighbourhood watch schemes, and they are advising vehicle owners of the potential risk of leaving valuables on show. The police are also reminding everyone to ensure their vehicle and persons are adequately prepared for winter

13. Report from Borough Councillor- Cllr Cable sends his apologies and Cllr Beeton read an email from him. The main points were:

- Cllr Cable arranged for the ditch on Stratford Rd to be cleared.
- Cllr Cable will arrange Jubilee monies to be paid to DPC, and that DPC will have to pay the suppliers. The clerk has provided Cllr Cable with DPC's bank details.

14. Report from County Councillor- Nothing to report.

15. Farmers Market

Cllr Beeton put forward a suggestion to investigate the possibility of a regular farmers market to be held in Royal Square. Hopefully, this could generate some income. Cllr Beeton proposed DPC investigate, Cllr Vinter seconded this. Agreed unanimously.

IT WAS RESOLVED THAT Cllr Baker investigate the possibility of a farmers market in Royal Square as part of 'Income Generation'

16. Have Your Say part 2- None

17. Date and Time of next meeting 11th February 2013, 7.00pm

Meeting closed at 21.55

[**Return to Minutes
Page**](#)