

**Dedham Parish Council**  
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Minutes of the Parish Council meeting on Monday 3rd July 2017 at 7.30pm

Attendance: Cllr Sheila Beeton (chair), Cllr Nicola Baker (vice-chair), Cllr Christine Frost, Cllr Chris Clark, Cllr Ann Follows, Cllr Jeffrey Herbert, Cllr Jane Meakin.  
Clerk- Emma Cansdale, Asst-Clerk- Brian Hindley

**112/17. Apologies for absence.**

Cllr Kevin Taylor- personal commitments.

**113/17. Declaration of Interest.** Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.  
Cllr Chris Clark- Chairman of Dedham Sports Club

**114/17. Minutes**

The minutes of meeting held on Monday 5<sup>th</sup> June 2017 were accepted as a correct record and duly signed by the chair.

**115/17. Speaker: Carys Morgan- Colchester Borough Council Waste and Recycling Team.**

CBC will be speaking to the council and residents about the new waste collection service

Colchester Borough Council were unable to attend.

**Public session:**

Ward Cllr Nigel Chapman reported on the Local Plan, commenting that there was no proposed development in Dedham in the plan.

Members of the public raised the following:

- There were no rubbish collections for 2 weeks on Monks Lane North. The first was collected after it was reported, however, the collection was then missed the following week.
- The information in the parish magazine regarding Anglian Water taking responsibility for private pumping station is misleading. This was taken directly from the Anglian Water correspondence. The Clerk will contact Anglian Water.
- 10 cars were blocking the footway on Manningtree Road on Sunday, which made the footway completely unusable. Residents were having to walk up the middle of the road. Two residents use mobility scooters; one remained at home as they could not

get along the footway, and the other rode along the carriageway, causing a traffic hold up. The Clerk will report the obstruction to the police, and keep a log. Residents responsible to the obstructive parking will be written to.

- There was serious double parking along Mill Lane again at the weekend. It was agreed to request the fire service carry out an assessment on getting a fire engine through.
- Very loud fireworks were heard at around 10.20pm on 23<sup>rd</sup> June, which caused distress for residents, livestock and pets. Can fireworks be 'advertised'?

**116/17. Update on items from last meeting. Not reported separately.**

- Sports Club Refurbishment- Cllr Baker reported on the current position: Funding from CIF is secured, and we are trying to make sure we are in a position to spend it by March next year (deadline). The Football Foundation have put forward the application for their grant, provided planning permission is granted and permission is given by the Church. Permission from the Church will go to the July PCC meeting. The planning authority have requested an additional tree survey is carried out on trees not belonging to DPC. Hallwood Associates have been requested to complete the work.
- Monks Lane Byway. DPC have not received a response from ECC, and will now put in an FOI request.
- Hedges & Ditches. Hedge letters will go out in August. Cllr Beeton and Follows will be visiting Sturmer, who have completed their ditch survey. This will be reported back in September.
- Extras waste bin Long Road West. Ongoing.
- Village of the year. As we have not received a response we can assume we have been unsuccessful in our application.
- Parking restrictions Crown Street, Parsons Field, Forge Street, and Manningtree Rd. CBC will put these proposals out to statutory public consultation in due course. Cllr Frost raised concerns regarding the back gate of the school, where drop off makes it difficult for residents to exit their property. The clerk will chase CBC for the reinstatement of the bollards on Forge Street and establish from Dedham Primary School why the school has re-opened the gates again and explain to them that it is causing problems.
- Tennis Lease. Cllr Baker reported that the remaining item to be completed is the survey, and she is meeting the surveyor on Thursday 6<sup>th</sup> July
- Watering of flower tubs- A O'Reilly will water twice a week at £10 a day.
- Car Park Notice Board. Not yet been completed.
- Parsons Field Play area- The project to return this area to open space will not be completed this financial year, however, should CBC receive the budget for the work next year, it will be completed then.

**117/17. Accounts:**

To receive and approve list of cheque payments – Clerk. see attached list. Total cheques and BACS £

**Proposed: Cllr Herbert**

**Seconded: Cllr Follows**

**Agreed by all**

**118/17. Planning Advisory Group – Cllr Frost.**

- a) To receive and agree recommendations on the following planning applications.

171398. Knights Manor, East Lane, Erection of oak framed gazebo with clay tiled roof.

*Recommendation: No objection.*

[171408](#). Albany Lodge, High Street, Application for works to trees in a conservation area. TG1- Sycamore -fell closest tree to the insured property and crown reduce remaining x2 trees by 3-4m.

*Recommendation: To note.*

[171574](#). Beech House, Brook Street, Application for removal or variation of condition 5 following grant of planning permission 170970.

*Recommendation: To note*

[171595](#) Highbury, East Lane, Demolition of existing dwelling and construction of new dwelling house and garage.

*Recommendation: No objection regarding the property provided the neighbours didn't raise any objection, however concerns were raised regarding the garage as it is outside the village envelope.*

*Cllr Baker declared a non-pecuniary interest, and provided additional information at the request of the applicant, to be brought forward to the meeting. They have revised plans which moves the garage to the other side of the house.*

*The DPC recommendation is based on the original proposals as shown on the CBC website.*

*As and when the revised plans are formally submitted DPC will revisit it.*

*Cllr. Baker abstained from the vote as her daughter lives opposite.*

171420. Hallfields Farm. Manningtree Road, Dedham Colchester CO7 6AE Two storey extension to the rear of the existing house.

*Recommendation; as this is part of a rural exception site, extensive consultation has already taken place regarding number and size/style of buildings, and therefore DPC object.*

171519. Dedham Sports Club, Southfields, Dedham Colchester CO7 6AH

Proposed extension consisting of a new officials room, new terrace and new access ramp.

*No comment as DPC is applicant.*

171651. White House, High Street, Dedham Colchester CO7 6HL. Application to discharge condition 3 of planning permission

*Recommendation: To note*

171179. The Old Bakery. Retrospective listed building consent.

*Recommendation- To note.*

**Recommended: Cllr Frost**

**Seconded: Cllr Follows**

**Agreed by all (Except application 171595, where Cllr Baker abstained)**

### **119/17. Public Footpaths**

- a) To receive an offer from Essex County Council for a second cut on the footpaths, at a cost of £1100, and to resolve to reject this offer, as the first cut has not yet been completed, and there are concerns a second cut will not be completed prior to the end of the season.

Cllr Beeton reported that ECC have requested the funds upfront, and did not start the cutting until late June. They will not provide any information on when they will complete the second cut.

Cllr Baker recommended that item a) is withdrawn and revisited again once item b) has been investigated.

**Agreed.**

- b) To receive a report on the Volunteer Parish Paths Partnership and resolve to set up a meeting with Essex County Council PROW, and the volunteer group, to discuss the process and options.

Cllr Beeton gave a report on the volunteer project, stating that 3 volunteers had been identified. It was resolved to meet with the volunteers and ECC PROW, to establish how the set-up could work.

**Proposed: Cllr Beeton**

**Seconded: Cllr Meakin**

**Agreed by all**

#### **120/17. Samuel Barker Alms-houses.**

DPC have been advised that the constitution of the Trust that administers the above noted Alms-houses provides for the Trustees to include a Nominative Trustee "appointed by the Dedham Parish Council" and that "the person appointed may be, but need not be, a member of the council".

To receive the letter from the Trust and to resolve to either:

- 1) Leave things as they are, (without a Parish Council nominee)
- 2) Appoint one of the existing trustees as your Nominative Trustee or
- 3) Appoint a new Nominative Trustee.

Following a discussion it was agreed to defer the item pending establishment of more information. Jane Meakin to investigate.

#### **121/17 Sunday Parking**

- a) To receive 1 objection to the proposed extension for limited waiting on Sundays. The objection was discussed and noted and the clerk will respond.
- b) Following a discussion, it was resolved to request CBC extend the maximum 2-hour waiting parking restrictions on the High Street to include Sundays, and include it in the formal consultation proposals that CBC will be publishing in due course.

**Proposed: Cllr Beeton**

**Seconded: Cllr Clark**

**Agreed by all**

#### **122/17. Email change over**

To receive a report and recommendation for a new email provider and to resolve to approve and progress the changeover.

Thanks to John Goldsbrough for sourcing a quote, however, given that neither he nor Cllr Taylor were present and able to report it was agreed to defer the item until the September meeting.

#### **123/17. Dedham Run 2017**

It was resolved to grant permission for the Dedham Run to use the Playing Field to host the event, including start and finish lines and vehicle access for St John's ambulance.

Risk assessments will be provided. The run will take place on 17<sup>th</sup> September

**Proposed: Cllr Clark**

**Seconded: Cllr Meakin**

**Agreed by all**

**124/17. Parish Office & Tourist Information.** Cllr Beeton.

To receive a report from Cllr Beeton on the proposed use of the Craft Centre for a Parish Office/ tourist information office

Cllr Beeton referred to her written report which she summarised. A full discussion was held regarding the timing, cost, and potential contributions from other bodies, which included both funding and staffing.

Cllr Baker would be discussing a potential donation from Munning on Tuesday 4<sup>th</sup> July. Some capital funding (for the refurbishment) may be available from Cllr Chapman's 'pot'.

Other key points were raised:

Cllr Herbert: Is there an option of a shorter period (1 year, instead of 3).

Cllr Clark- disabled access may be an issue.

Cllr.Frost – did not wish this project to be taken forward under the auspices of the BCM Group  
The report suggests that the contract commences in October 2017. This was considered too optimistic, and that DPC should be aiming for the new year.

After the discussion, the following resolutions were considered:

- a) To resolve to use proposed space in the Craft Centre as a parish council office and tourist information area at an annual cost of £5000, as set out in the report, and half of the structural refurbishment cost of £2360 + VAT.
- b) To resolve to approve a budget of £3000 for fixtures and fittings for the offices.
- c) To request the Business and Communication group to progress the set up and arrangements for the TIO

It was noted that external funding would be sought as contribution to the set-up costs of both areas and if possible towards the running costs of the TI area. It was resolved to agree to items a) and b) in principle, with a start date of the New Year. It was also agreed that the tourist information office is to be an 'information area' rather than a full tourist information office. An amendment was proposed to item c) to appoint a working group to progress this project.

A detailed contract will be brought to the September meeting.

**Proposed: Cllr Beeton**

**Seconded: Cllr Baker**

**Agreed by all**

**125/17. Local Crime Report.** Asst. Clerk.

Burglary dwelling in Brook Street

**126/17. Correspondence.**

- Correspondence from CBC regarding the planned garage refurbishment in Parsons Field and Forge Street. Garages 2-10 on Forge Street are listed as demolition and re-build, and the garages on Parsons Field are listed under full refurbishment.
- Letter regarding the suggested change in Sunday parking in the High Street. Covered in item 121/17

**127/17. Matters of Continuing reference.**

**128/17. Date and time of next meeting:** (No meeting in August). Monday 6<sup>th</sup> September 2017 @ 7.30pm Duchy Barn.

**Closed session**

**129/17. Tree work on the Playing and Duchy Field.**

To receive quotes for tree work in the following areas;

- a) Duchy/Playing field- as advised in the Tree Survey carried out by Hallwood Associates.  
**Quotes for the work were received and a contractor appointed, subject to conditions**
- b) Reduction of the 3 sycamore trees at the top of the Duchy Field.  
**Quotes for the work were received and Contractor appointed subject to a 50% contribution from Mr Druitt.**
- c) Crown lift on Lime trees running parallel to The Drift (either side of the path)  
**Quotes for the work were received and a contractor appointed, subject to conditions.**

Emma Cansdale  
Clerk to Dedham Parish Council