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Minutes of the Annual Parish Council Meeting in the Duchy Barn on Monday 8th May 2017 at 6.00pm

Attendance: Cllr Sheila Beeton, Cllr Kevin Taylor, Cllr Chris Clark, Cllr Ann Follows, Cllr Christine Frost, Cllr Jane Meakin, Cllr Jeffrey Herbert.

Emma Cansdale- Clerk, Brian Hindley- Asst-clerk

74/17. Election of Chair

Cllr Beeton was nominated to stand as chair.

Proposed: Cllr Herbert
Seconded: Cllr Follows
Agreed by all.
Signed by Cllr Beeton

75/17. Election of Vice-Chair

Cllr Beeton nominated Cllr Baker

Proposed: Cllr Taylor
Seconded: Cllr Herbert
Agreed by all

76/17. Apologies for absence.

Cllr Nicola Baker

77/17. Declaration of Interest. Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.

Cllr Clark- chair Dedham Sports Club

78/17. Minutes

The minutes of the meeting held on Monday 3rd April 2017 were accepted as a correct record and duly signed by the chair.

79/17. Update on items from last meeting. Not reported separately.

- **Sports Club refurbishment.** Cllr Clark reported that the professional services has been awarded to Danial Connor Partnership and progress was being made towards securing the funding from the Football Foundation. Congratulations were also expressed to the football club for finishing top of the league (promotion was criteria for getting the grant from the FF.)
- **Monks Lane Byway.** The Clerk reported that the request for a temporary restriction on the byway over the winter months has been confirmed with ECC. DPC have also asked ECC to provide details of when the designation changed from footpath to byway.

- **Website Changeover.** John Goldsbrough. The Clerk reported that DPC were still waiting on a response and actions from Parishcouncils.net, to enable them to change email address provider.
- **Hedges and ditches project.** Cllr Follows reported that the annual hedge survey will take place towards the end of the bird nesting season, so letter can be issued to those with problem hedges as soon as the restriction is over. Cllr Follows is also in contact with Sturmer PC regarding their ditch identification programme, in order to gather information and advice before progressing with Dedham's ditches.
- **Sundowne Plot.** The Clerk reported that Lawson Planning and CBC were advised that DPC were not interested in revisiting Sundowne's inclusion in the emerging Local Plan.
- **Response from Essex and Suffolk Police regarding Mill Lane.** The Asst-Clerk, advised the police said they would 'pay attention' to the problematic parking on Mill Lane. Cllr Beeton added that Suffolk Police have suggested that some collaboration with Essex and the PC may be helpful.
- **Footpath maintenance.** Cllr Beeton reported her regret that after many attempts to negotiate revised terms of the service level agreement with ECC, which included support from ECC councillor Anne Brown, this had not been possible because ECC had been unwilling to increase its funding to meet even some of the increasing costs of maintenance. This was particularly annoying as a successful meeting at County Hall between all parties with an agreed way forward was subsequently reneged on by ECC. As a consequence and despite DPC's willingness to increase its own funding, DPC will not be signing an SLA for this purpose this year and maintenance of footpaths in the Parish will return to ECC as the statutory authority. It was noted that ECC had undertaken to cut all paths once during the growing season with an additional cut on the Essex Way. No details had been given to DPC as to when this work would take place. With effect from 1st April 2017, footpath issues should be reported to: Sarah.Potter@essex.highways.org.uk or Shirley.Anglin@essex.highways.org.uk.

80/17. Have Your Say.

Concerns were raised regarding the height of plot 18 at Saunders Field. Cllr Taylor advised any planning concerns like this should be emailed directly Colchester Borough Planning

Report: Cllr Nigel Chapman. Ward Councillor.

Cllr Chapman made the following comments:

Local Plan

- Cllr Chapman was concerned that Dedham High St was not in the hierarchy of shopping centres, which has now been amended. Dedham is now listed as a 'Local Centre', which should offer some protection in retaining the High Street premises as shops.
- No development plans have been included in Dedham
- Car parking- it was agreed to put in a paragraph supporting an additional car park requirement.

Cllr Anne Brown has organised a meeting with ECC Highways, for all Ward Cllrs in north Colchester, regarding policy, and its application in rural areas.

The Parish Council gave thanks to Cllr Chapman, for his work on the Local Plan on behalf of Dedham.

Report: Cllr Anne Brown. County Councillor.

Cllr Brown was not present; however, it was reported that she had been re-elected in the County Elections

81/17. Accounts:

- a) The list of cheques for payment was received and approved: Total cheques for signing £ – see attached list'
- b) Cllr Herbert gave the annual financial report for year ending 31st March 2017, which is available on the website.
- c) The Annual Governance Statement for the Audit was duly considered and it was resolved to agree the statements. The Chair signed the document.

Proposed: Cllr Herbert

Seconded: Cllr Meakin

Agreed by all

82/17. Planning Advisory Group: Cllr Kevin Taylor.

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

170970. Beech House, Brook Street, Aluminium powder coated L shape glasshouse sited on a pale red brick dwarf wall in-keeping with existing property.

Recommendation: No objection

171044. West Gate House High Street. Fell Holly Bush/Tree in back garden.

Completed

171068. Barratts Farm, East Lane, Application for removal of condition 5 following grant of planning permission 161866.

Recommendation: Objection

171092. Old School House, School Lane. Removal of existing glazed extension, replacing with a timber and double glazed garden room.

171093. Old School House, School Lane. Listed building application for the removal of existing glazed extension.

Recommendation: No objection to the build, but accept that the BC will be the main impact on the application

171081. Details currently unavailable. 1 Kiln Cottages.

Recommendation: No objection, however restriction should be placed on building and delivery vehicles should be precluded from parking on the bend or the grass verge.

Saunders Field- The site office and soil should be removed in 4-6 weeks

83/17. Insurance. Clerk

Following a discussion, it was resolved to renew the policy with Aon (in 3-year arrangement until 1st June 2019) at a cost of £1,432.99 for the year.

Proposed: Cllr Herbert

Seconded: Cllr Follows

Agreed by all

84/17. Standing orders

The annual review of the Standing Orders was completed and it was resolved to accept the current document.

Proposed: Cllr Taylor

Seconded: Cllr Follows

Agreed by all

85/17. Financial regulations

The annual review of the Financial Regulations was completed and it was resolved to accept the current document.

Proposed: Cllr Herbert

Seconded: Cllr Clark

Agreed by all

86/17. Appointment of Councillors to Committees and Working Groups.

Following a discussion, it was resolved to continue with current arrangements.

Proposed: Cllr Beeton

Seconded: Cllr Taylor

Agreed by all

87/17 Bin Emptying Contract

Following a discussion, it was resolved to continue with the agreement with CBC for the emptying of parish owned bins/dog bins, at a cost of £827.32 for the year.

Proposed: Cllr Beeton

Seconded: Cllr Herbert

Agreed by all

Due to a large amount of rubbish being left at the top end of the village, particularly on Long Road West, it was agreed to ask CBC to install additional bins in the area. It was also agreed for the clerk to write to the schools who have a bus route through the village, asking them to ensure the passengers are not throwing rubbish from the bus or when they disembark.

88/17. Tennis Club Lease

During the preparation for the new Tennis Club lease, the solicitor has advised DPC obtain a new lease plan to be attached to the lease.

Following a discussion, it was resolved to approve a maximum budget of £900 + VAT and to grant the clerk delegated power to appoint an appropriate surveyor.

Proposed: Cllr Beeton

Seconded: Cllr Herbert
Agreed by all

It was agreed to ask Dedham Tennis Club, if they would be willing to contribute to this. Action- Cllr Baker.

89/17. Parsons Field Play area. Cllr Beeton

To receive a report from Cllr Beeton.

Following a discussion, it was resolved to request Ward Cllr Nigel Chapman to approach Colchester Borough Council and request they formally consider the Parson's Field site as an option for parking.

Cllr Chapman advised that it is the portfolio holder's decision, but he would make a formal approach if DPC wishes.

Proposed: Cllr Beeton

Seconded: Cllr Frost

Agreed by all

90/17. Village of the year – Clerk.

The clerk gave a report from the clerk regarding an approach from a television production company requesting Dedham enters a televised Village of the Year competition.

Following a discussion, it was resolved to submit an application.

Proposed: Cllr Beeton

Seconded: Cllr Follows

Agreed by all

91/17. Tree Survey. Clerk.

- a) To review the tree report provided by Hallwood Associates and agree any actions.
 - b) In light of report, to review the request for tree work made by David Druitt, and agree any actions.
- These items were deferred until the June meeting.

92/17. Local Crime: Report Asst- Clerk.

Report of theft from an unattended vehicle on Gun Hill

Cllr Follows reported that there are individuals breaking into machines throughout Colchester.

93/17. Correspondence.

Reported at the parish meeting- looking at the possibility of extending the current parking restrictions in the High Street on Monday to Saturday (two hours) to include Sundays

- Correspondence was received from a resident regarding poor parking in the village when it is busy and particularly the lack of parking for residents on a Sunday when there is no time limit on the High Street. It was agreed that the clerk would write back, advising the resident that DPC were currently reviewing parking issues affecting the village and would look at this. Some further consultation would take place before any changes were made.
- Following some verbal correspondence, Dedham Parish Council confirmed that Alison O'Reilly is the DPC handyman.

94/17. Matters of continuing reference.

- **Village Lighting.** Cllr Beeton reported that the working group will meet in due course.

95/17. Date and Time of next meeting: Monday 5th June 2017. 7.30pm