

Dedham Parish Council
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Minutes of the Virtual Meeting of the Parish Council on Monday 1st June 2020 at 7.30pm

Attendance: Cllr Sheila Beeton (chain- resigning), Cllr Kevin Taylor (chair- elected), Cllr Nicola Baker (vice-chair), Cllr Ann Follows, Cllr Christine Frost, Cllr Jeffrey Herbert, Cllr Jane Meakin, Cllr Jonathan Smith

Clerk- Emma Cansdale

County member- Cllr Anne Brown

District member- Cllr Nigel Chapman

Member of the public; 5

20.041. Election of Chair

a) The Coronavirus Act allows Parish Councils to postpone the Annual Meeting of the Parish Council up to May 2021. Councillors to agree whether to treat this meeting as the Annual Meeting of the Parish Council.

Cllr Beeton gave a statement on the current situation and her tenure as chair of Dedham Parish Council.

Following the speech, councillors resolved to treat this meeting as the Annual Meeting of the Parish Council

Proposed: Cllr Baker

Seconded: Cllr Taylor

7 in favour, 1 abstained

Carried

b) Subject to item a) Election chair.

Cllr Beeton resigned as chair. Cllr Taylor was nominated

Proposed: Cllr Baker

Seconded: Cllr Frost

7 in favour, 1 abstained.

Carried

c) Election of Vice -chair

Cllr Baker was nominated as vice chair.

Proposed: Cllr Taylor

Seconded:

Cllr Follows

Carried

20.042. Apologies for absence

None

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

None

20.044. Update on items from last meeting, not reported separately and other updates and reports.

- **Chairs Report is available on the website**
- **Public Footpaths.** The clerk reported that the current contractor is unable to complete this work due to COVID 19. The playing field contractor is able to take the work on, and will be appointed.
- **Car parking and litter over Bank Holiday weekend.** It was reported that the increase in traffic and litter alongside the river bank, and on Mill Lane has increased dramatically during lockdown. DPC face a difficult task, with the main issues taking part in Suffolk (under the jurisdiction of Suffolk County Council, Babergh District Council and Stratford St Mary Parish Council). However, we have been working hard with all the

relevant bodies including Colchester Borough Council, the landowners and tenants, the Dedham Vale AONB and Stour Valley Project, and the authorities mentioned above to come to a resolution.

The Dedham Educational Foundation (landowners), will be erecting signs along the river, stating no BBQ's, gazebos, and reminding visitors to take their rubbish away.

Various points were discussed including increasing bins, removal of bins, eurobins, the current closure of the refuse centres exacerbating the issue, and increased visitors due to furlough/school closure. It is also worth noting this is being experienced by beauty spots across the country. DPC will continue working with the relevant bodies to try to come to a solution, and would like to extend its thanks to the volunteers who have been litter picking the river bank.

Other dangerous behaviour is continuing at the river, including tombstoning into the river off the bridge, and visitor's inability to maintain social distancing. Residents and councillors were asked to report any instance of dangerous or illegal behaviour to Suffolk police.

- **Corona virus update-** Cllr Beeton has been attending virtual meetings with Ardleigh PC and the church, and will be passing this onto Cllr Meakin, as it sits within her Health and Wellbeing role. The clerk will be virtually meeting with CBC officers to look at the COVID 19 recovery period for the High street.

20.045. Minutes

The minutes of meeting dated 02.03.2020 were accepted as a correct record.

20.046 Have Your Say.

- A number of residents raised the points mentioned under item 20/044 car parking and litter. Other points made were lack of toilet facilities by the river, and the cases of visitors defecating in the field, over the past few weeks.

Cllr Chapman said CBC were looking into mobile toilets in the car park, but would not be able to go ahead during the COVID 19 restrictions.

- Issues were raised on the parking Mill Lane. Hedge cutting on the side without restrictions has caused cars to park further into the road, restricting the width.
- Residents were pleased with the multi-agency approach going forward.
- Speed issues in Crown Street were raised. The PC will look into when Speed watch will be allowed to start up again.
- A resident raised questions on The Drift improvement project. What is the project? Concerns over the consultation and additional planning requirements; Compliance with British Standard 5837 and the Nation Joint Utilities Group; concerns over the legality of CBC issuing a Certificate of Lawfulness to Dedham PC for the lighting;

Cllr Taylor confirmed that DPC had taken every action legally, and provided everything the planning authority (CBC) have asked for. If CBC advises DPC that something has changed, we will action upon it, but as it stands, DPC are looking to have the lights installed by winter 2020. The detail of the project was discussed, but Cllr Smith's explanation is minuted under item 20/053

Report from Cllr Nigel Chapman. Ward Councillor.

Cllr Chapman contributed on the discussion around the litter and parking, and added that normal refuse collections would resume at the end of the month.

Local Plan- the Great Tey part was rejected in its current form, but the Tendring plan is progressing.

Report from Cllr Anne Brown. Essex County Councillor.

Cllr Brown raised concerns about Ardleigh Interchange, and the impact development in Langham, and the new road between the A133 and A120 would have on Dedham.

Cllr Brown praised the voluntary sector with Essex, supporting residents during the COVID outbreak.

She passed her thanks to Cllr Chapman for arranging the multi-agency meeting to discuss the issues around the river- and noted that Suffolk County Councillors were not present.

Cllr Brown noted that there will be a consultation out for the development of an orthopaedic centre in Colchester, and to look out for it.

20.047. Accounts.

- a) To receive accounts and agree payments (including payments made since the last meeting)**

Proposed: Cllr Herbert

Seconded: Cllr Baker

Agreed by all

20.048. Accounts for year ending 31.3.2020 and Annual Governance and Accountability Return

Councillor Herbert gave a report on the accounts, and internal auditors report- particularly noting the requirement for an additional bank account, and the items below were agreed.

- a) To approve and complete Section 1, Annual Governance Statement 2019/20
b) To approve Section 2, Accounting Statements 2019/20
c) To receive the internal audit report.
d) To approve the accounts ending 31st March 2020.

Section 1 and 2 of the AGAR, and the accounts to be signed off by the chair

Proposed: Cllr Herbert

Seconded: Cllr Follows

Agreed by all

20.049. Planning Advisory Group. Cllr Kevin Taylor.

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

200942. Parkside, Boxhouse Lane, Dedham Colchester CO7 6HZ. Insertion of Velux windows into the roof of the garage to provide natural light and reduce the reliance on electric lighting.

Recommendation: No Objection

200931. East House, East Lane, Dedham CO7 6BE. Removal of existing conservatory extension and replacement with single storey extension. Removal of existing garden south facing garden room and replacement with new garden room on same footprint. Alterations to sash window on west facing bay window

Recommendation: No Objection

201073. Loom House, Royal Square, Dedham Colchester CO7 6AA. Erection of new conservatory and replacement cart shed

Recommendation: No Objection

Proposed:

Cllr Taylor

Agreed by all

- b) To note comments submitted since the last meeting.
200797 Old School House, School Lane, Dedham CO7 6HF

Demolition of single storey rear extensions and erection of a two storey rear extension. Renovation and repairs to existing building

This is a listed building and involves the removal of a rear lean-to extension. The proposed extension will not be visible from the front and is well designed.

Recommendation: No objection.

20.050. Insurance Renewal

It was noted that the insurance renewal with BHIB (three year agreement) was completed @£1332.08

20.051. Document review

To review and agree the following documents:

- a) Standing Orders
- b) Financial Regulations
- c) Risk Register
- d) Other policies to be reviewed throughout the year.

Following a discussion, it was agreed to defer these until the next meeting.

20.052. Grants and Donations

To consider the following grant and donation requests.

- a) To consider the request for a £1000 grant for Nurture Dogs following their presentation in February.

Councilors raised concerns regarding the business's financial stability and soundness of capital expenditure on a new area, in the difficult times post-covid. Following a discussion, it was agreed not to award the grant at this time, but to ask the organisation to discuss with the business group options for post-covid recovery.

- b) Church yard grant £1500 **Agreed**

Proposed: Cllr Baker

Seconded: Cllr Meakin

Agreed by all

- c) Youth club. TBC- It was agreed to ask the Youth Club for their annual report, and a specific request for funding with a rationale, prior to agreeing to award any grant.

20.053. The Drift improvement project

To receive a report on phase 1 design works for the Drift improvement project. This report covers the rationale for commissioning an arboricultural survey and the need to appoint a landscape architect to enable DPC to progress its stated intention to provide bollard lighting along the Drift. Consideration is also given to the need to resurface the Drift at some time in the future.

Cllr Smith gave his report on the project which is available on the website. An example of the bollard light is appended to the minutes.

There was an in-depth discussion regarding whether the additional areas should be included during this planning stage- such as Royal Square. It is unlikely that this additional work will go ahead in the foreseeable future, given the climate created by the covid crisis, however councillors generally agreed that it would be better to address the design and planning issues now, and shelve the project for a later date, than find out later, that other issues could have been resolved by completing the planning and investigatory stages at the same time as the adjacent projects.

Quotations received will be considered during a session closed to members of the public as they contain information of a commercially sensitive nature.

STANDING ORDERS WERE SUSPENDED TO ALLOW THE MEETING TO CONTINUE BEYOND 3 HOURS.

20.054. Correspondence. Clerk

- Yoga on the Playing field- 2 Yoga studio's within the village has asked of they can use the playing field for Yoga Classes (instructor plus 5 clients, in line with current government guidelines), during the covid restrictions. One offered to make a donation.

Following a discussion, it was agreed to allow them to use the field, provided they are keeping within the guidelines, and if they wanted to, could make a donation to a charity of their choice.

20.055. General Power of Competence

It was resolved to confirm that Dedham Parish Council meets the conditions for the General Power of Competence.

Agreed by all

20.056 Matters of continuing reference

Date and Time of the next meeting. DPC will be holding virtual meetings as required, which will be advertised on the website, noticeboard and Facebook.

Forthcoming events

N/A

Closed Session. Public are excluded from this session under the Public Bodies Admissions Act 1960.

20/057. To receive quotes and appoint a contractor for the following items relating to the Lighting and Drift work (item 20/053):

Quotes were received for the following items, and contracts awarded as follows:

- a) To award the arboricultural survey.
Awarded to James Choat @£460
- b) To award the Topographical survey.
Awarded to Randal Surveys@£985
- c) To award the Landscape survey
Awarded to Nigel Cowling@ £4570

Proposed: Jonathan Smith
Agreed by all

** reports available on the website or from the clerk