

DRAFT

**Dedham Parish Council (PC)**  
**[www.dedhamparishcouncil.co.uk](http://www.dedhamparishcouncil.co.uk)**



**Minutes of the meeting of Dedham Parish Council on  
Monday 2<sup>nd</sup> October 2023 at 6:30pm  
at the Duchy Barn.**

**This meeting is being recorded for training purposes.**

**Attendees:** Cllr Mole, Cllr Harrison, Cllr Beeton, Cllr Thorkildsen,

**Present:** Clerk Carol Harbach  
7 Members of the public

The Clerk stated that Cllr Smith was unable to attend the meeting tonight and had sent his apologies and as there is currently no Vice Chair the Clerk requested a councillor to Chair tonight's meeting so the Council's business can be transacted. Cllr Mole offered to Chair tonight's meeting and this was agreed by the other councillors present. Proposed Cllr Thorkildsen second Cllr Beeton. All agreed.

Cllr Mole then took the position of Chair for the meeting and followed the agenda.

- 23/88 Welcome by the Chairman and apologies for absence received.**  
Cllr Mole welcomed everyone to the meeting and Cllr Smith has sent his apologies for the meeting. Cllr Rowe had also sent apologies.
- 23/89 Resignation of Councillors**  
There has been a couple of resignations from the council of Cllr Williams and Cllr Neville.
- 23/90 Declaration of Interests.**  
Councillors to declare any disclosable pecuniary interests relevant to this agenda. Note; Interests may also be declared at any point in the meeting where they become apparent.  
Cllr Mole declared an interest in a payment for this month.
- 23/91 Minutes**  
Acceptance of the minutes of the meetings of 4<sup>th</sup> September 2023.  
Amended version the last paragraph will be reworded and sent round to be clarified again Once completed these were accepted as true and accurate copy of the minutes and were Proposed Cllr Thorkildsen seconded Cllr Harrison. All agreed.

**23/92 Matters arising from last minutes**

A meeting regarding the Community orchard has taken place with the land owner and authority. Whilst it was thought of as a nice offer the area suggested was not necessarily the best place for the orchard. The orchard trees may not be suitable for the river area and other types of trees that may be better suited will be looked into. The council will try and look for another area in the village for the community orchard trees. The Therapy Farm was considered and Cllr Thorkildsen will contact them to see if this is possible.

**23/93 Have Your Say and visitors reports (Colchester City Councillor (CCC) and County Councillors)**

Questions may not be answered at this meeting but may go on to the next agenda.

Maximum of 3 minutes per person/group to make representations to the Parish Council, to a total of 15 minutes.

The resident had questions regarding a planning application and will bring the question up under that area of the agenda.

**23/94 Finance, Standards and Procedures Report**

**94.1 To approve expenditure for this month.**

Dedham Sports Club donation towards repairs	£6,560.00
Village Warden for Sept 23	796.49
Clerk Salary Sept 23	443.72
HMRC tax payments	103.40
DPCC Barn Hire Inv 84	60.00
Moser Groundcare Inv 1502	540.00
FFC Freeman & Sons footpath maintenance	1,250.64
C. Harbach reimbursement for Norton Virus update for laptop	17.49
Rural Community Council of Essex (RCCE) Subscription	72.60
S. Mole reimbursement for 3 salt bins in village	405.00
PKF Littlejohn LLP external auditor	504.00
Arbtalk Media Ltd – tree survey of lime tree on Manningtree Road junction	540.00
CCC Street lighting Invoice 20201595	44.99
	=====
	£11,338.33

Total Balance at end of Sept 23      £304,231.80

Income      £24,244.54

Expenditure      £46060.16

Pro Cllr Beeton seconded Cllr Thorkildsen all agreed

Cllr Harrison stated he had updated the 23/24 budget figures on the cashbook which had not previously been on these sheets.

**23/95**

**Infrastructure and Asset management**

Reminder there is a litter pick organised for 7<sup>th</sup> October if you would like to be involved then please talk to Cllr Mole.

**95.1 Approval of quotes for Jubilee tree guards and plaques  
Moved forward from the last meeting update**

Visit still needs to be organised to go and order these. A date to complete this order will be agreed with Cllr Thorkildsen and Cllr Beeton.

**95.2 Blue plaque update**

Cllr Beeton has been looking into this and is following this up.

**95.3 Request from Duchy Barn for grant towards kitchen renovation**

A request has been received from the Duchy Barn committee for a grant towards the refurbishment of the kitchen area for £1500. This was discussed further and donation agreed of £1500. Proposed Cllr Mole seconded Cllr all Thorkildsen all agreed.

**95.4 Dangerous tree update**

The tree survey has been completed and it was found that the tree was dead in  $\frac{3}{4}$  of the trunk. This has now been removed as it was dangerous and could hurt someone or damage property if it fell.

A replacement tree will be planted in its place.

**95.5 Phone box update**

Cllr Mole has heard back from but the third-party contractor who maintains BT boxes and they have agreed to refurbish the telephone box and keep the line connected. This is due to be repainted next year.

**23/96**

**Traffic and Planning/planning applications**

**96.1 Planning applications and decisions from Colchester City Council (CCC)**

**231718** - Earlings, Long Road East, Dedham, Essex, CO7 6BW

Replacement of two windows to the rear of the property.

This was approved conditional by CCC.

**96.2 Planning applications received from CCC**

**232172** - Dedham Lock, Mill Lane, Dedham Essex CO7 6DH

Large cherry tree removed to allow lock renovation group of willow and alders to be removed to allow renovation of bank lock. No comments

**232174** - Petalo Lodge, Boxhouse Lane, Dedham Essex CO7 6HZ

Proposed garage to replace existing cabin

A resident put forward his concerns and going problems with the site and reminded the council of the planning conditions that had not been met.

The council agreed that there has been a lot of problems with this site due to alleged Anti-Social Behaviour (ASB) and over development, so any new application is viewed with trepidation

This application is to replace the current temporary home, with a permanent garage and annex.

A few points to note with this application:

1. There's an annex above the garage for a gym.
2. There's a shower at the end of gym on the side facing the boundary.
3. The staircase to access the annex is on the opposite gable furthest away from the neighbour.
4. Although there's no window on the side of the garage in the gable end overlooking the neighbour, there are windows on the rear which could potentially look over the neighbour because of the overall height.
5. This large quadruple sized garage with an overlooking upstairs represents over-development of the site.
6. Also, the PC have no confidence that the proposal, if granted, will be built within the constraints of the planning approval.

The caravan that is on site was only meant to be temporary and the land has now been concreted over.

This has been followed up with Cllr Rowe and unfortunately, he has not been able to attend tonight but this will be put forward to him to follow up. The PC agreed to request Cllr Rowe to "call in" this application so it goes to committee. The PC are in total support of this and are going to be put in a formal complaint.

Cllr Mole will talk to Cllr Rowe directly on this situation. It was noted that there was an error on plan that is shown, there is approximately 1 acre of land that is not owned by the applicant.

**23/97**

**Pylons update**

There is nothing new to report at the moment. Luke Marshall has been contacted to see if he would be part of the parish council to oversee the pylon issues. We are still waiting to hear back.

**23/98**

**Group 3 Community relations group.**

**98.1 Royal Square**

The public consultation questionnaire is currently being produced and will be with the next parish council magazine in November. This gives the options for residents to reply with their opinions.

### **98.2 Update of River**

The meadow car park has now been open for 28 days from 27<sup>th</sup> May 2023 until 16<sup>th</sup> September 2023 and should not be open again until 27<sup>th</sup> May 2024.

DPC have informed Babergh Council and will continue to monitor the car park.

### **98.3 Sports Club**

Regarding recent complaints from residents about noise from events at the sports club, DPC, who are the tenants with the sports club sub-tenants, have considered the matter and are of the opinion that provided the sports club have no more than 12 live music events in accordance with the lease, they keep within 7am to 11pm, events are published by the club to give residents reasonable notice and spot checks are done to prove noise levels are below a reasonable level of 65dB, then DPC would not consider this unreasonable behaviour. The activities on the Duchy Field will be monitored.

The previously agreed council donation has been made to the sports club for them to continue their refurbishment works.

**23/99**

### **Co-option of councillors**

The council would like to co-opt Professor Douglas Bourn who has applied to become a parish councillor. The vacancy had previously been advertised and Prof Bourn had applied. The Election officer at CBC has been informed and the Borough Council have no problems with the Parish Council filling this vacancy as the criteria needed had been met.

Vote to elect Prof. Douglas Bourn

Proposed Cllr Thorkildsen seconded Cllr Mole All agreed.

The council welcomed Cllr Bourn to the council.

The council would also like to co-opt Mrs Sandra Williams and Mrs Gill Neville back on to the council. Cllr Beeton asked Mrs Williams why she like to come back so the council.

Mrs Williams had previously had medical issues but these have now been resolved and would like to come back on the council and support the village. Mrs Williams was thanked for her response.

Vote to elect Mrs Sandra Williams

Proposed Cllr Thorkildsen seconded Cllr Beeton. All agreed.

The council welcomed Cllr Williams back to the council.

The council would also like to co-opt Mrs Gill Neville back on to the council.

Cllr Beeton asked Mrs Neville for her reasons for coming back to the council. The initial reason was that some of the residents have stated that they were sorry that she had resigned. Mrs Neville's issues with traffic still remain but has not been as successful at this as she would have liked and would like to try again. It was stated by the council that this was not for the want of trying.

Vote to elect Mrs Gill Neville to the council.  
Proposed Cllr Mole seconded Cllr Harrison All agreed.  
The council welcomed Cllr Neville to the council.

The declaration of acceptance was signed by all three nominated councillors and the RFO.

These now co-opted councillors took seats at the council table.

**23/100 Standing Orders amendment to agree renewal every 3 years**

At the last meeting there was a request to review these Standing Orders every 3 years unless updates had come in. This amendment has now been added to the Standing Orders to be signed off today to agree to review every three years in future.

Proposed Cllr Mole Seconded Cllr Thorkildsen All agreed.  
Updated copy of this will be placed on the website.

**23/101 Agreement for policy for area for Memorial Benches/Memorial trees**

The draft policy has been circulated prior to the meeting to all councillors and was read out by Cllr Beeton. The policy was agreed to but it was thought to possibly consider having "friendly" benches that can be placed opposite each other to encourage people to talk rather than in straight lines.

This was discussed and agreed Proposed Cllr Beeton seconded Cllr Mole All agreed.

**23/102 Christmas Market**

Cllr Thorkildsen gave an update of this and a subcommittee of the PTA has been agreed to run this event, but the PTA are still in overall charge. NEPP have been contacted for parking and this has been agreed and a £100 request for signage is likely to be requested. The High Street has also been requested to be closed this for the time allocated for the market. The fee is between a range but this is to be confirmed. The road has been requested to be closed from Mill Lane to Princel Lane, when this agreed the committee are looking at a donation from the council to help with set up costs. This will be a community event and a request will put forward for this. It was thought that the worst-case scenario is £3000 of costs. The council stated that in principle there is no objection but will wait for the formal request to come forward from the school to be discussed.

**23/103 Agreement of Grant Policy**

The criteria for this has been put together and circulated previously before the meeting to all councillors.

This was discussed and agreed Proposed Cllr Beeton seconded Cllr Mole all Agreed.

**23/104**

**Clerks Correspondence and contact enquiry forms**

The external auditors report has now come back to the council and been circulated and placed on the noticeboards and website.

There have been complaints again regarding the buses and Cllr Barber has been contacted to follow these up.

There has been an Invite for DPC to send one or two councillors to Sir Bernard Jenkins fish and chip supper event at the assembly hall on 13th October. Cllr Harrison and Cllr Williams have offered to attend.

**23/105**

**Training events**

Reports on attended events

Nominations for new events

Training for new councillors will be looked into for Cllr Bourn.

Any new requests are to be sent to the Clerk.

**23/106**

**Items for next agenda**

Christmas market

Business Breakfast

Community group update on river.

**23/107**

**Time and date of next meeting**

Monday 6<sup>th</sup> November 6:30pm

Apologies for this meeting were received from Cllr Thorkildsen

**23/108**

**Chairmans closure of meeting**

Cllr Mole closed the meeting at 19:30pm