



**Minutes of the meeting of Dedham Parish Council on  
Monday 3<sup>rd</sup> July 2023 at 6:30pm  
at the Duchy Barn.**

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

**Attendees:** Cllr Smith, Cllr Neville, Cllr Mole, Cllr Harrison, Cllr Beeton, Cllr Thorkildsen.

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

**23/53 Welcome by the Chairman and apologies for absence received.**  
Cllr Smith welcomed everyone to the meeting.  
Apologies of absence were received and accepted from Cllr Williams.

**23/54 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 reimbursement. Cllr Thorkildsen declared an interest in item 58.3 and Cllr Harrison declared an interest in item 59.1 231437 Berryfields.

**23/55 Minutes**  
Acceptance of the minutes of the meetings of 22<sup>nd</sup> May 2023 both Annual Parish Meeting and Annual Parish Assembly.  
These had been circulated to all councillors previous to the meeting and were agreed to be true and accurate account of events.  
Proposed Cllr Neville seconded Cllr Thorkildsen. All agreed.  
All matters arising from these minutes are held within this agenda.

**23/56 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.

A resident asked a question regarding Footpaths and when they are being cut – Cllr Mole answered the schedule is out sync as some have been brought forward as requested by the resident.

A question was raised regarding road signs that have not been replaced – this is being dealt with by Highway's and requests have been sent in several time and they say it is not a high enough priority.

It was suggested that if residents report these as well they may take some more notice. The question was asked what has been completed by the PC, there have been comments put on Dedham Vale Voice for residents to contact Cllr Neville of any comments that residents have.

A resident has asked was there and planned security staff on the river for this year as things are getting bad again. This will be discussed further by the council.

It was reported that there has been various stealing and bad behaviour already in the village. It was suggested that this needs to be reported to the Police and Babergh council directly.

There has been 10 days of the 28 days planning permission for the use of the river car park to date and this is reported to Babergh council.

An enforcement officer from Babergh council is now aware of the situation and is looking into this with regard to permitted planning approval that has been given.

Technically this is Stratford St Mary Parish Council and it is up to them to investigate this. There are now links on the Dedham Vale voice with individual links for people to report incidents directly.

The question was raised by a resident whether the land owner has public liability insurance. All these concerns have been reported to Babergh council and the Police by the PC.

It was thought that there may be a possibility of having a questionnaire on this in the future.

The issues have been noted.

A Warden officer said he will be looking at ways to help the PC with these things and he is trying to organise a date between all stakeholders to have a joint effect. The CPS have had permission to fish the river and there is an action group who are policing the left-hand stretch of the Mill Pond. This group are reporting events to the police.

The more reports that are reported and the more things we can have evidence for will help with this being acted upon.

The quality of the river is the poorest place in the whole river (according to the environment Agency) this is due to the river bank use by people using it as a toilet and leaving rubbish and debris. It is hoped that the environment agency will work with us so we can monitor the pollution in the water. It is reported that the water quality is not good for health at the moment and suggested it is not good for swimming in.

Regular quality checks are being completed at Nayland but it will be looked into as a risk to public health.

It was thought to put the water quality out on a board at the Boat house so it can be seen by the public.

Contacts will be followed up.

The double yellow lines on Crown Street – these are having people parking on these and causing near misses of cars in the area.

This will need to be reported to the borough council by the PC.  
 The PC are continuing to try and obtain a 20mph speed limit in this area.  
 Long Road Dedham – it was asked if it was possible to put up notices regarding pedestrians along this road, and this was suggested that they will need to contact the Highways Department for this.  
 The horses at the Mill Pond side of the river were being ridden by the visitors. These have now been moved as a safety issue. This was reported to the police.  
 A resident also commented on a property in Boxhouse Lane – stating there is a lot of extra bricks being delivered and parties etc at the caravan overnight. This was answered by another person present who can help with this in the future.

23/57

**Finance, Standards and Procedures Report**

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

EALC – Councillor training for Cllr Thorkildsen	£228.00
S. Mole – reimbursement for new water fountain	832.80
Ford Plumbing services installation of fountain	100.-00
Office Is – stationery	25.78
Village Warden	995.51
Clerk Salary June	443.72
Moser Groundcare – May grass cutting and maintenance	1,542.50
Moser Groundcare – June grass cutting and maintenance	540.00
FFC Freeman & Sons – footpath cutting May 23	1,652.40
FFC Freeman & Sons – footpath cutting June 23	2,551.88
Andy Slocombe - fitted new back on water fountain	80.00
Craft Nurseries - f lowers for tubs and troughs in village	510.00
DPCC – invoice for hall hire for June 23 Invoice 68	90.00
Mrs. J. Stobart Internal Auditor	240.00
	=====
Total	£9,832.59

Proposed by Cllr Thorkildsen seconded by Cllr Harrison. All agreed.

**57.2 Amended AGAR Figures for this year- after Internal Audit.**

Cllr Harrison spoke about the internal audit which has taken place and the end of year figures for 22/23 were agreed with the internal auditor. The start and end figures were the same but the internal auditor had requested some reclassification and the new documents had been produced and signed off.

**57.3 Internal Audit**

The Internal Audit report has been received today but has not been discussed with the council so far so will be updated at next month’s meeting.  
 The Internal Auditor for next year was agreed to be Mrs. J. Stobart.

The Auditors report stated there had been better financial reporting this year and better policy procedures.

It was suggested to have a reserves policy in the future.

It was an encouraging audit this year.

23/58

## **Infrastructure and Asset management**

### **58.1 Approval of quotes for Jubilee tree guards and plaques**

**Moved forward from the last meeting.**

#### **Quotes for Jubilee tree guards and plaques £2,832 and £744**

Cllr Thorkildsen has looked into other alternative quotations which he had completed and this had been circulated. Cllr Thorkildsen was happy with the work that was produced by them but it was not as bespoke as the other quote that had been received. The larger quote also included the plaques as well so these are around approx. £200 so it would be around £1000 for this work.

Cllr Thorkildsen recommended the lower figure and Cllr Beeton recommended that as the amount of time that has passed, she would support the other quote obtained. The plaques were discussed and these may be engraved plaques which could be inserted into the structure. A Hammerite paint would be suggested.

Proposed Cllr Thorkildsen second Cllr Mole all agreed.

The new water fountain been completed.

The swing frames have been painted and the bottom of the seesaw.

Cllr Mole is now certified to inspect the playground equipment this is completed weekly.

### **58.2 Blue plaque update**

The Dedham Rose Tearooms was thought to be the place to put this as Alice Lee did live in the building.

A letter will be written to them to see if they wish this to be placed on the building.

### **58.3 Proposal to replace litter bin by Old Bakery with compactor bin**

Cllr Mole explained the rationale for this proposal and it was thought to be a replacement compactor bin for this area. A cost for one of these including a 5 years license is £5000 for the bins and the software. There is a bin there already so we would swap this one for the new compactor bin. Cllr Thorkildsen has spoken to the local residents and businesses about whether they would like this completed. It was thought to be a good idea for the area. Proposed Cllr Mole seconded Cllr Neville 4 agreed 1 abstained. Motion carried.

Colchester City Council will be contacted to complete this.

23/59

### **Traffic and Planning/planning applications**

A zoom meeting has been suggested to meet Cllr Barber and then the Highways department about the last traffic plan and discuss the rat run there had been dates given where a meeting has been suggested but 2 people are on holiday so could not attend and another date will be looked at to see if there are alternative dates.

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

**230987** Orchard Cottage, Anchor Lane, Dedham Essex CO7 6BX Single storey side extension plus a hip to gable roof extension at first floor with a new matching dormer window. Approved conditional

### **59.2 Planning applications received from CCC**

**231148** Heath House, The Heath, Dedham Colchester CO7 6BT

Application to discharge condition 3 (external/roof materials), 4 (colour of paint to be used), 12 (bike storage), 15 (tree protection), 16 (bin presentation areas), 17 (landscaping & programming) of planning permission 210878

**231168** The Orchard, Coopers Lane, Dedham Essex CO7 6AX No comment  
Extensions and alterations following demolition of rear single storey lean to extension. No comment

**231364** Hideaway, Boxhouse Lane, Dedham Essex CO7 6HZ

Single storey rear/side extension No comment

**231380** Shelley Glebe Barn, Grove Hill, Dedham Colchester CO7 6DT

Application for approval of details reserved by condition 7 of application

**231437** Land Adjacent To, Berryfields, Coggeshall Road, Dedham Colchester CO7 6ET.

Demolish existing single storey outbuildings (store and garage) and rear extension of Kitchen. Replace with new single storey extension and detached single garage. Erection of proposed 2 bay carport. This was discussed then agreed a No comment.

**231433** Application for variation of condition 5, 6 & 7 following grant of planning permission 213326 No comment

### **59.3 Local Highway Panel – Coopers Lane**

There has been an email received from the Highways departments about some ATCs being placed in Coopers Lane for looking at a 20mph speed limit being introduced and a request for the parish council to pay for these at a cost of £368.20. The main trouble in the area is the HGV lorries that go through here.

This was discussed by the council and decided that this survey would not help the situation and would not pay for the survey.

23/60

### **Pylons update**

The Public consultation period is now open.

The situation to date is open this consultation period is open until August.

The PC will provide a comment on this.

There are still people in the village that are unaware of the situation. The trenching is now going all the way down to Ardleigh but is still not ideal. The groups have asked for the PC to put out flyers in this month magazine as there is not an edition this month that is not an option. It will be suggested that they are put in the shops instead. Information will be on the website and is out on Dedham Vale Voice and there will be a section on the website where the PC can update information when it is known.

**23/61**

**Group 3 Community relations group**

**61.1 Royal Square update**

A draft questionnaire is being completed and is to go out to all residents. Hopefully will be finalised soon and will go out in the Parish Magazine and will also be available on line.

**61.2 Update of River**

See above

**61.3 Sports Club**

No further updates at the moment.

The plaque has been organised in memory of Mr. Clark has been agreed and is being unveiled on the 10<sup>th</sup> July by the family at a private event.

**62.4 Noticeboard policy**

There will be a noticeboard policy produced to see what is posted in the council boards, as there has been various requests from other local groups to advertise for them. This will be looked at in the future.

**23/62**

**New noticeboard for village**

There was a discussion by the council to have another notice board available for local events that are taking place. There were questions as to who owned the noticeboard in Royal Square next to the Parish Board. This is still being looked into.

There is a thought to place a chalk board at the Boat house which the PC are willing to pay for to show the quality of the river water to the river users. Clerk to obtain quotes.

**23/63**

**Mary Barfield Almshouses donation – Brook Street opposite the Drift**

The PC received a letter from the trustees with regard to some upgrade work at the property. They have requested around £20,000 as the properties have damp and the timberwork is rotten, also the ornamental ridge tiles are missing and it is a grade 2 listed building and it is a struggle to keep the building as it is.

Quotes will be asked for and brought back to the council and as this is an aesthetic part of the village. Currently it is funded by a peppercorn rent for widow and spinsters of the village to use.

More details were requested. It was noted that there are 4 other types of Almshouses in the village which may need to be considered. There was also a

thought of crowd funding to raise funds and to also ask the Church. The council will then see what else is needed.

There are approximately 20 houses in the village but there is no official body for these people to go to regarding building work. There are a lot of different trusts involved with this and it was thought to have an overall person to look at things in the village and a resident suggested that the council consider this role.

This will be discussed as a cooperative in the future. Conversations after this meeting will continue. This will be on the next agenda.

**23/64 Councillor recruitment**

There are still two vacancies on the council and anyone who is interested in becoming a councillor please contact the Clerk in the first instance.

Adverts will be placed in the magazine and on noticeboards around the village.

**23/65 Shermans – High Street Dedham which is owned by the National Trust.**

This was discussed by the council and the listed property is now looking tired and in need of repair. It was suggested that a letter was written to the National Trust regarding the state of this building the utilisation of the building and if any works were planned to be undertaken on the property.

There was some work via a planning application at the back which has been approved. It was thought that there might be some discussion as to rent this out to the property as and air B&B in the future.

Shakespeare House was also discussed it appears in need of work.

This is due to be up for auction shortly but it would need to be a change of use for residential use as it is currently commercial.

**23/66 Clerks Correspondence and contact enquiry forms**

There was an enquiry from a resident regarding a generator in a field behind his property which was running constantly. The name of the farmer was found and passed on to the resident.

The Local Highway Panel have notified us of a feasibility study they are undertaking at a cost of £20,000 with Digigo. Digigo is a fully electric shared public transport service – which is a mini bus –which offers an on-demand or pre-bookable travel in parts of Essex.

Colchester City Council has opened a public consultation on the new masterplan for St Botolph's circus. Details are on the website if you wish to have a look at this.

There has been an invitation from Stratford St Mary Parish Council to attend their next meeting on the 10<sup>th</sup> July to discuss a project that has been put forward from East Bergholt Parish Council regarding accessibility and supporting a disabled access and ramp from the Stratford St Mary side of the bridge where there is currently a kissing gate and steps. This was discussed and Cllr Thorkildsen and Cllr Neville will be attending the meeting. The Clerk will inform Stratford St Mary of who is attending.

**23/67**      **Training events**  
Reports on attended events  
Cllr Thorkildsen has attended new councillor training.  
Cllr Mole has attended the playground inspection course.  
Nominations for new events  
Any nomination to go to the clerk please.

**23/68**      **Items for next agenda**  
Items raised above.  
Almshouses  
Blue plaque  
Any additional items to be sent to the Clerk.

**23/68**      **Time and date of next meeting**  
No meeting in August  
4<sup>th</sup> September 6:30pm Duchy Barn.

**23/69**      **Chairmans closure of meeting**  
Chairman closed the meeting at 19:50pm

Signed .....

Cllr Smith

Dated .....