



Draft minutes of Dedham Parish Council meeting

3rd Nov 2025 6:30pm at Duchy Barn

Attendees: Cllr Bourn, Cllr Harrison, Cllr McLaughlin, Cllr Halsall, Cllr Beeton, Cllr Andrews

Present: Clerk - Carol Harbach
11 Members of the public

25/123 Welcome and apologies

Cllr Bourn welcomed everyone to the meeting and apologies were received from Cllr Sneddon, Cllr Main – who may arrive later.

25/124 Declaration of Members interests

Cllr Bourn declared an interest in the planning section. Any other declarations are to be brought up as they arise on the agenda.

25/125 Public Open Forum (Maximum 15 minutes)

A resident stated that the footpath from East Lane to top of Crown Street that the kerb is in a bad state. A photo has been taken and will be passed on to ECC. There is also a problem with water leakage at the junction. This has been reported by Cllr Beeton and she has received a reply and there is ongoing discussion about it.

A resident had a question on the minutes of 25/105 regarding the last meeting of the reply from the CCC. Cllr Bourn replied he has had sent correspondence to the resident about this since.

Fish and Chip van – later on agenda

A resident spoke regarding speeding vehicles and reported that there were over 700 speeding cars last year. This week a car came out of Bargate Lane and was still doing 101 at the Heath Cross Roads. Police are following this up.

The speed watch group have requesting help with volunteers to monitor the traffic and will publicise this results in the future. There must be 3 people at any one time to monitor the speeding. Currently there are 3 people needed for monitoring of this to occur. The DPC will try to get something in parish magazine and on social media.

There is a new Bus time table out and these will be put in the boards when available.

- 25/126 To approve the minutes of the last meeting (6th October 2025)**
- These had been circulated and agreed to be an accurate account of events. The resident's comments earlier will be added then signed at next meeting. Proposed Cllr Andrews seconded Cllr Harrison All agreed.
- 25/127 Matters arising from the last meeting**
- A meeting with Cllr Barber took place at Bargate Land there was agreement that a priority notice was needed by the bridge.
- A new Traffic Survey will take place in the next couple of weeks.
- 25/128 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)**
- None present.
- 25/129 River update**
- 129.1 Information update.
- Babergh Council are still considering the Public Space Protection Order (PSPO) idea. It was noted there was a need to try and involve Colchester CC more directly in this discussion. It was agreed that it would be valuable to arrange a meeting of interested parties in the new year. **Action Chair and clerk**
- 25/130 Parish Plan**
- 130.1 Dedham Parish Plan update
- Cllr McLaughlin gave an update on developing contacts for businesses and community groups in the area. This is taking much longer than had been anticipated. Thanks was given to Cllr McLaughlin for his work on this.
- 25/131 Co-option of councillor to Dedham Parish Council – confidential item end of meeting**
- 25/132 Dedham- Munnings and Constable.**
- These papers had been circulated to the council prior to this meeting. Cllr Bourn reported that 2026 is the 65th year of the opening of the Munnings Arts Museum and 250th anniversary of the birth of John Constable. There is likely to be an increase of people coming to the village due to these anniversaries.
- On Constable anniversary - agreed to have dialogue with East Bergholt Parish Council as they were planning events. One idea suggested were 'walks in the foot-steps of John Constable'.
- It was noted there would be a need to identify people who could be involved with this.
- Concerning Munnings Art Museum, it has been suggested that an oral history project would be a good idea involving residents who knew Alfred and Violet Munnings.
- Action: Chair through article in Parish Magazine**
- 25/133 Christmas Fair**
- 133.1 Information update
- The Christmas Wreaths will be with the businesses before the event.

25/134

Fish and Chip van siting

There have been several discussions within the council regarding the proposed trading site, and a conversation has taken place with the owner. The suggestion of relocating the van to the main car parks was noted as not possible due to City council policies regarding trading in these car parks. It was agreed there needed to be clarification on the van's trading licence and its food licences.

The County Council has indicated they are willing to issue a licence, provided they receive a formal recommendation from the Parish Council. Councillor Halsall supports this approach and has previously reviewed licensing when the van operated outside the school.

As a next step, the council will contact the local authority to confirm whether a licence is currently held

In the meantime, it was advised that trading be suspended until the matter is resolved depending on the results from the County Council.

Investigation into other sites to be considered.

The siting of the van raised broader questions about other businesses trading in the centre of the village.

Residents have raised concerns about safety and operational practices.

One suggestion is to relocate the van to the Assembly car park, which is frequented and appreciated by residents. While this may offer a compromise, further options are being explored and permission will need to be granted by the Church.

It was noted that a "No Trading" sign is displayed at Royal Square.

Councillor McLaughlin wanted it minuted his opposition to the van being in Royal Square.

Action: Chair, Chair of Infrastructure and Clerk

15/135

Representative on the Patients Committee of Ardleigh Surgery

A resident who is on the Patients Committee of Ardleigh Surgery reported on usage of the Dedham branch and stated that it is used on Monday to Thursday for a nurse and some doctors on a Monday and Wednesday. But these services depend on having qualified staff present.

Extracts of the report was requested for the parish magazine and it was suggested that there is some record of what the rotas are on the surgery website and these are published in the parish magazine.

The resident was thanked for her help on this and will be on the agenda every month. **Action on next agenda.**

25/136

Pylons

136.1 Update on information

The recent correspondence was noted and the PC is planning a response.

Action: Chair

25/137

Approval of Proposed Terms of Reference – discussed and agreed at Group Meetings – for approval by DPC

These had been circulated prior to the meeting and were proposed by Cllr Harrison and seconded by Cllr Beeton All agreed apart from the terms of reference from the communications group until next meeting. **On the next agenda**

138.1 Information update from last meeting

Cllr Harrison stated the next meeting if the finance group will include looking at the next budget.

138.2 To approve payments in accordance with the Budget Payments for Sept 2025

Payments for approval this month are;

Village Warden Invoice with materials (Invoice £975.00 materials £17.40)	£992.40
Moser Groundcare Inv 0225	612.00
M. Rich playground inspections	200.00
Clerk Salary	594.80
HMRC Employers NI	148.80
Clerk Mileage	10.40
DPCC – Hire of Barn	120.00
Richard Jackson Building Consultants survey	780.00
Premier Group Recycling confidential papers of PC	72.00
Craft Nurseries Winter plants for village	330.00
S. Beeton reimbursement for Paint for Sports Club decoration - £45.04, Print cartridges £54.38, 2 reams of paper £7.00 = £106.42	106.42
Colchester plumbing invoice further discussion update from sheet	
	=====
	£4,738.22

Balances to date

Income £ 88,867.75

Expenditure £ 66,158.84

A/C Balance

90343633 £ 935.93

90365149 £ 292,416.41

=====

£ 293,352.34

Income from ECC for PROW 25/26 agreement £2,125.35

S106 money from CCC for pa 210878 £1,140.27 not previously received.

The current budget is on course and there still have been no capital projects spent.

A discussion was held around the Sports Club invoice for the new boiler and this was suggested to be paid 50/50 with the club and will be reported later on the agenda.

The payments were then approved.

138.3 Grant Application request from DPCC Village Amenities

This grant had been circulated to all councillors prior to the meeting and was proposed Cllr Harrison seconded Cllr Halsall All agreed.

138.4 Grant Application request from Cricket Club

Not yet received.

138.5 To approved reviewed Social Media Policy.

This had been circulated to all councillors prior to the meeting and was Proposed Cllr Bourn seconded Cllr Harrison All agreed. Clerk to send to webmaster for posting on website. Full date of agreement is to be added to policy.

138.6 Insurance update

Cllr Beeton reported on the insurance update of the sports club. The Sports Club is renewing its own internal policies.

25/139

Report and Recommendations from Planning Group Meeting

3rd November 2025 6pm

139.1 Planning Applications –since last meeting.

252232/33 - 2 Baytree Cottages, Crown Street, Dedham Colchester CO7 6AL
Listed building content application for replacement window and door.

DPC Comment: No comment

252182 - 5 High Street, Dedham Colchester CO7 6DE

Listed building consent application to minor refurbishment works

DPC Comment: Cllr Bourn will send a supporting note to planning on these applications **Action Cllr Bourn**

252070 - 5 High Street, Dedham Colchester CO7 6DE

Refurbishment works to be carried out on the St Helena shop will include -
Remove and reinstate lime mortar render to the front and a few areas at the rear/redecoration to the shop externals/replacement of three timber windows at the rear/internal decor

252108 - Land east of, Ardleigh Road, Dedham Colchester

Application to discharge condition 4 (landscaping) of planning permission
251621

DPC Comment: No comment

252067 - Dedham Hall, Dedham Hall, Brook Street, Dedham Colchester CO7 6AD

T1 Walnut, dead, fell T2 Ash dead, fell T3 Willow, rotten at the base, hollow trunk. Pollard down to 8ft T4 Oak tree, raise crown over driveway to 5m to clear vehicle access

DPC Comment: No comment

252119 - West Gate House, High Street, Dedham Colchester CO7 6HJ

One DEAD cherry tree at the top of our driveway adjacent to our house. This tree hasn't produced a leaf for approx 3 years and we would like to cut it down and remove it. It's overgrown and full of dead branches, both big and small and would benefit from.

DPC Comment: No comment

139.2 Planning Applications – Decisions received since last meeting

251781 - Ramplins, High Street, Dedham Colchester CO7 6HL

Downstairs shower room and utility area housed within the existing garage and small wooden window in the rear garage

CCC Decision: Approve Conditional

251793 – Great House, High Street, Dedham Colchester CO7 6HJ

Application to discharge condition 3 (marble sample) of planning permission

CCC Decision: Discharge of Condition (Approved)

271737/8 - Old School House, School Lane, Dedham Colchester CO7 6HF

Proposed New First floor extension over excising lean-to to provide a family bathroom to the property.

Cllr Bourn gave an account of the meeting with CCC which included a discussion on the criteria for Little House and other properties in the area.

It was agreed to discuss with Colchester a joint meeting to discuss heritage conservation.

Action: Chair

25/140 Infrastructure and Community areas

140.1 Update on Traffic - AA to report

Cllr Andrews updated he was going into school this week for the signage competition. Cllr Beeton and John Palmer will also attend.

140.2 Update on Parking - SB to report

Cllr Beeton reported that at the December meeting we will have a representative from NEPP to talk about the ipermit scheme that may be used in the car park and village.

140.3 Update on Sports Pavilion- SB to report.

Cllr Beeton reported that the outstanding work has been completed.

140.4 Update of light in Mill Lane

Cllr Beeton reported on update on problems with lights in Mill Lane. It was noted and agreed that the Council would pay for the new light installation by not the electricity reconnection.

Papers for this works will be circulated to the council before the next meeting

140.4 To approve the appointment of a contractor to undertake some clearance of Black Brook prior to the flailing of the hedge alongside Approx £150.

This was explained by Cllr Beeton and proposed for this work to go ahead of the hedge flailing. Proposed Cllr Harrison seconded Cllr McLaughlin All agreed.

25/141 Communications

141.1 Information Update on website and emails

Cllr Sneddon was absent from the meeting and will be deferred to the next meeting agenda. **Action next agenda**

25/142 Training/Events

142.1 Report on attended events

142.2 Nominations for new events

Any requirements are to be sent to the clerk.

25/143 Clerks Report

The clerk had received today a request from a resident regarding the bus service during the Christmas Fair. It was suggested that the resident contact the bus company involved or the PTA who are running the event for more information.

- 25/144** **Items for next agenda**
See above or inform the clerk
- 25/145** **To confirm date and time of next meeting**
Monday 1st December 2025 6:30pm proposed to be the 12th Jan 2026 to be confirmed.
- 25/146** **Chairmans closure of meeting.**
Chairman closed the meeting to the public at 20:15pm
- Cllr Main joined meeting at 8:23pm

Confidential items

- 25/147** **Co-option of new councillor to Dedham Parish Council update**
The first choice of the panel had since withdrawn and a discussion followed regarding the panels second choice. The vacancy will be offered to the agreed candidate and will be co-opted at the next meeting. **Action next agenda**
It was suggested to engage the other candidates that came to the meeting and help and be co-opted on to current groups.
The recommendation from the panel was taken to the council to be invited to join the council.

Sports club invoice for Boiler

It was noted that this issue raised wider questions regarding roles and responsibilities.
Regarding the invoice it was agreed to recommend a 50/50 split without prejudice for future payments.
It was further agreed to seek a strategic meeting between the Council and the Sports Club
Action: Chair

It was suggested to have an informal meal at Christmas and to also as a thank you to other people.

Chairman closed the meeting at 8:37pm

Signed

Cllr Bourn

Date



Dedham Parish Council (DPC)

Planning Advisory Group meeting 6pm 3rd November 2025

Members of the public welcome

Draft minutes

Attendees; Cllr Bourn, Cllr Beeton, Cllr McLaughlin

Present: Carol Harbach Clerk

One Member of the public

25/034 Welcome and Apologies

Cllr Bourn welcomed everyone to the meeting.

25/035 Declaration of Interest

Cllr Bourn declared an interest in a planning application.

Any further declarations are to be brought up as they arise on the agenda.

25/036 Agreement of the last minutes 6th October 2025

These had been circulated and were agreed as an accurate account of events.
Proposed Cllr Beeton seconded Cllr Bourn All agreed.

25/037 Matters arising from the last meeting

All on this agenda

25/038 Public Forum

(This will be restricted to 15 minutes)

No questions were raised.

25/039 Report from meeting with Planning team of Colchester City Council (CCC)

Cllr Bourn gave an account of the meeting with CCC which included a discussion on the criteria for Little House and other properties in the area.

It was thought to compile a paper and to organise a meeting with CCC to talk through with the authority on these heritage conversation applications to stop these applications going to appeal in the future.

**25/040 Planning report recommendations on planning applications listed below:
040.1 Planning Applications –since last meeting.**

252232/33 - 2 Baytree Cottages, Crown Street, Dedham Colchester CO7 6AL
Listed building content application for replacement window and door

DPC Comment: No comment

252182 - 5 High Street, Dedham Colchester CO7 6DE

Listed building consent application to minor refurbishment works

DPC Comment: Cllr Bourn will send a supporting note to planning
 252070 - 5 High Street, Dedham Colchester CO7 6DE
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 Remove and reinstate lime mortar render to the front and a few areas at the
 rear/redecoration to the shop externals/replacement of three timber
 windows at the rear/internal décor
 DPC Comment: Cllr Bourn will send a supporting note to planning
 252108 - Land east of, Ardleigh Road, Dedham Colchester
 Application to discharge condition 4 (landscaping) of planning permission
 251621
 DPC Comment: No comment
 252067 - Dedham Hall, Dedham Hall, Brook Street, Dedham Colchester CO7
 6AD
 T1 Walnut, dead, fell T2 Ash dead, fell T3 Willow, rotten at the base, hollow
 trunk. Pollard down to 8ft T4 Oak tree, raise crown over driveway to 5m to
 clear vehicle access
 DPC Comment: No comment
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 Listed building consent application to minor refurbishment works
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 Refurbishment works to be carried out on the St Helena shop will include -
 Remove and reinstate lime mortar render to the front and a few areas at the
 rear/redecoration to the shop externals/replacement of three timber
 windows at the rear/internal décor
 DPC Comment: No comment
 252119 - West Gate House, High Street, Dedham Colchester CO7 6HJ
 One DEAD cherry tree at the top of our driveway adjacent to our house. This
 tree hasn't produced a leaf for approximately 3 years and we would like to cut
 it down and remove it.
 DPC Comment: No comment
 Since the agenda has been issued

040.2 Planning Applications – Decisions received since last meeting

251781 - Ramplins, High Street, Dedham Colchester CO7 6HL
 Downstairs shower room and utility area housed within the existing garage
 and small wooden window in the rear garage
 CCC Decision: Approve Conditional
 251793 – Great House, High Street, Dedham Colchester CO7 6HJ
 Application to discharge condition 3 (marble sample) of planning permission
 CCC Decision: Discharge of Condition (Approved)
 271737/8 - Old School House, School Lane, Dedham Colchester CO7 6HF
 Proposed New First floor extension over excising lean-to to provide a family
 bathroom to the property.
 CCC Decision: Refuse
 251775 Little Georgian House – was refused by CCC.
 Pylons are on the main Agenda Cllr Bourn will produce a draft for comment.

Nothing at the moment.

25/042 Time and date of next meeting

6pm 1st December 2025.

25/043 Chairmans closure of meeting

Chair closed the meeting at 6:23pm

Signed

Cllr Bourn

Dated