



Draft minutes of Dedham Parish Council meeting

12th January 2026 6:30pm at Duchy Barn

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

Present: Clerk - Carol Harbach
8 Members of the public

25/174 Welcome and apologies

Cllr Bourn welcomed everyone to the meeting and there were apologies received from Cllr Sneddon and Cllr Barber (ECC).

25/175 Declaration of Members interests

Cllr Beeton declared an interest in section 15/186. Any other declarations are to be brought up as they arise on the agenda.

25/176 Public Open Forum (Maximum 15 minutes)

A resident spoke about the lack of pavement on Crown Street. Cllr Barber had sent an email to say that he is aware of it.

A resident reported water at the bottom of Castle Hill near Munnings and Coopers Lane. Due to the drains being blocked the water is coming across the road towards East Lane coming across the road. This needs to be reported to Highways again. The top of the hill the drains have been cleaned but the bottom part of the hill does need to be cleared. This was frozen on Saturday and was dangerous for residents.

Action: Cllr Beeton will take this up with Highways again.

A resident stated that she was deeply hurt by the statement read out at the last meeting by the vice chair. Some other residents were offended by the statement at the last meeting. This was noted.

Lots of dog fouling at the moment and it is becoming a hazard in the village.

A notice will be put in to the parish newsletter to remind residents and the public about this. Some signs have been put up in the Drift mentioning this to remind people to pick up after their dogs.

The post van has not visited lately and this will be followed up by Cllr Beeton

Action: Cllr Beeton

The area in Royal Square for the traders is in force. The new signs are going up when available .

The Infrastructure group will follow up the wording for the sign to allow use by residents during the times when there is no trading taking place.

There has been an issue with some of the residents leaving the recycling bins out in the road and they should be on the edge of the property. The people who have been contacted the Parish Council will be contacted again.

There is a concern about the bus stopping on the bend on Lamb Corner so it was suggested that people walk around to the corner to the official stop in Long Road for safety.

Action: Cllr Beeton

25/177 To approve the minutes of the last meeting (6th October 2025 after amendment and 3rd November 25, 1st December 25)

These had been circulated with the amendments and were then agreed and signed. Proposed Cllr Harrison second Cllr Haines All agreed.

25/178 Matters arising from the last meetings

All on the agenda.

The Pylon response is on the national website from Dedham and has been checked by Cllr McLaughlin,

25/179 Visitors Report (CCC Thomas Rowe/ECC Lewis Barber)

Cllr Barber had sent his apologies for the meeting but had sent a report:

- Bargate Lane: Awaiting update from officers,
- Would welcome any parish comments on LGR
- Fish and chip van. Trading Standards is unable to assist and planning have said it would only get involved if there for 28 days in a row.
- Cllr Barber had given his locality budget to the sports club this year £1,000k

25/180 Representative from NEEP regarding Mipermit system

A representative was going to be at the meeting to give more details regarding this system that may be considered for Dedham but unfortunately, he sent his apologies.

25/181 Fish and Chip van siting update

Cllr Beeton informed the public that there will be a marked area in Royal Square for the immobile business to use i.e. Post Van, Wet fish man and the fish and chip van. This will be zoned off with limestone pavers and will be

next to the church wall on the right-hand side of the square. A new sign will also be going up shortly to indicate this.

25/182

Parish Plan

182.1 Dedham Parish Plan update

Cllr McLaughlin updated the council on planned letters to go business, community group and holiday rental accommodation.

A local drop box will be organised for the replies probably the church, there will be options for email and also to post to the clerk's address all this will be in the letter. A deadline date was discussed and it was agreed at 4 weeks. Reminders will be put on facebook.

25/183

Proposal for developing a strategy informed by parish plan with time scale

Information gathered from the parish plan will be used to produce an action plan for the works and developments of the village. Time scales for this will be agreed when the letters come back with the information and the next stage will be to produce an action plan for this with timescales. A new paper will be produced of the action plan by Cllr McLaughlin.

25/184

Dedham- Munnings and Constable update.

A reminder that there is an event at the Munnings Museum on Friday 16th January for anyone who has memories of Alfred and Violet Munnings between 10 -12pm.

Council agreed to cover the costs of Essex Record Office for the event £472.80 (final figure to be confirmed)

Proposed Cllr Bourn seconded Cllr Harrison all agreed.

Constable 250 anniversary -

There is a proposal for an event in July in the Church with short talks regarding constable with some musical interludes.

The question was asked if there was anyone who organised walks around the village and perhaps it might include areas around the village that are in Constable's paintings.

25/185

River update

185.1 Information update

Yellow lines at Stratford- Cllr Beeton to follow this up as to when they will be installed as this has been paid for.

There will be a river meeting organised in February for a follow up on this with the stakeholders. Further information to come out when known. A date will be organised and circulated.

15/186

Local Plan Consultation update

Other local villages in the plan will have an impact on Dedham. These include the plans that are in for the Langham 900 houses, Boxted 150 houses along with around 12 properties for Dedham. The rain water from Langham will be

coming into Black Brook and this does end up in Dedham, and could have major flooding implications if it goes through.

Cllr Beeton had attended a meeting for the public at Langham Community Centre regarding the proposed Langham 900 houses and reported that there was a lot of work that had been gathered.

Cllr Bourn will submit the councils reply by Thursday.

25/187 **Representative on the Patients Committee of Ardleigh Surgery update**
Not present

25/188 **Pylons**
188.1 Update on information
An email was received today from Rosie Pearson who people who had submitted a reply to the consultation to check that it was still on the system as there had been some queries as it appears that there have been two incidences that we are aware of whereby the Planning Inspectorate's system appears to have removed text from the middle of a submission.

Cllr McLaughlin had checked the council's submission.

25/189 **Partnership with Sports Club**
Cllr Bourn has had a meeting with Nicola Baker of the Sports Club and they discussed various issues. A partnership meeting was discussed by both parties to move forward with common goals etc and how this would work with the parish plan. Unfortunately, there has been a pipe burst at the sports club over the cold period which has caused damage and an insurance claim will be undertaken.
Action: Cllr Bourn to organise meeting between members of the Council and the Sports Club for February.

25/190 **Finance, Standards and Procedures**
190.1 Information update from last meeting
Cllr Harrison updated the council with details of the last meeting which were the works of the internal audit report update, policy schedule plans, including agreement in detail of the budget presented tonight and comments from other councillors.
There are also plans for another councillor (Cllr Haines) to periodically check the bank statements against the cash book and sign the statements when complete.

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

Payments for approval December are;

Home Leisure Direct Ltd – new pool table for Sports Club £2,002.70

Previously agreed by council.

Village Warden Invoice with materials	696.75
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Moser Groundcare Inv 0261

Aeration of field	1.866.00
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M. Rich playground inspections	250.00
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Clerk Salary	594.80
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HMRC Employers NI	197.79
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Clerk Mileage	20.80
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DPCC – Hire of Barn	30.00
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Information Commissioners Office – data protection	52.00
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Paid DD

DAT Images Ltd – pitch markings on Royal Square	1,650.00
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Richard Jackson building fees surveys	1,950.00
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S. Beeton reimbursement for High Viz Jacket	57.42
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PKF Littlejohn External Auditors	504.00
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Dedham Works – IT support for councillors	50.00
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Bain Plumbing and Heating works for Burst pipes DSC	487.00
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The insurance company will be contacted to confirm

Clarification of payment of these by them or DPC

Village Warden Invoice with materials Jan 26	447.95
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Total	£10,865.21
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Balances to date 31/12/25

Income	£108,461.22
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Expenditure	£80,891.75
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A/C Balance

90343633 £	1,020.14
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90365149 £	297,257.43
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£	298,277.57
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190.3 Approval of Budget and precept for 26/27

This had previously been circulated to all councillors for comments which were received and amendments were made. Cllr Harrison explained the budget in detail and answered all questions raised, he then proposed the budget for the year of £265,150 and a precept of £44,693. Last year's precept was £43,574 so a small increase overall this year of £1,119 to the village. This has not increased majorly over the past year and the amount needed from CCC is a minimal increase approx £2 per household.

Budget Overview section on admin costs now will be 5% higher than before due to increase in legal and IT costs in the budget, there is also £35,000k for

grants or donations this is not sustainable if the car park money does not come through in the future.

Capital budget is £125k for capital projects - sports club, river play park etc the strategy will come through the parish plan and as to what is wanted before final amounts are set for individual items. This budget has been agreed by finance group. Income for the budget is expected to be £120,457k
Proposed Cllr Haines seconded Cllr Beeton all agreed.
Clerk to send the precept to CCC for submission by Friday deadline date.

190.4 Audit report update

This is a working document for the finance group The recommendations of the report are being updated. One outstanding item on the last report FSCS issue of spreading issue across banks this has increased from £85k to £125k. Finance group will be looking at this at the next meeting.

190.5 Approve reviewed Finance Regulations and Code of Conduct.

These policies have been circulated to all councillors with only 1 amendment to the finance policy of a meeting date **Not** held in December which has been removed. Otherwise, the documents were unchanged and no other comments received.

Proposed Cllr Main seconded Cllr Haines All agreed.

Clerk to update these to the website.

190.6 Agree Heelis & Lodge and Internal Auditors for forth coming year.

It was proposed to have the internal auditors of Heelis and Lodge for next year.

Proposed Cllr Beeton seconded Cllr Halsall All agreed.

190.7 Approve Statement of Internal Control for DPC

This had been circulated to all the councillors and was one of the suggestions on the auditor's report from last year.

Proposed Cllr Beeton and seconded by Cllr Andrews All agreed.

Thanks was given to Cllr Harrison and the finance team for their work on this.

25/191

Report and Recommendations from Planning Group Meeting

12th January 2026 6pm

191.1 Planning Applications –since last meeting.

252573 - Dedham Sports Club, Southfields, Dedham Colchester CO7 6AH

T1 - Lime - Remove deadwood, remove epicormic growth, remove mistletoe in upper crown, reduce crown overhanging Duchy barn by 2 metres. T2 - Lime - Remove deadwood, remove epicormic growth, remove mistletoe in upper crown, reduce crown overhanging Duchy barn

DPC Comment: No comment

252552 - Thorne Roughets, Anchor Lane, Dedham Colchester CO7 6BX

First floor rear extension

DPC Comment: No comment

252601- Old School House, School Lane, Dedham Colchester CO7 6HF

Application to discharge condition 5 (details of timber frame) of planning consent 241049

DPC Comment: No comment

252664 - White Cottage, Monks Lane North, Dedham Colchester CO7 6DP

Proposed replacement of existing single storey range with rear extension

DPC Comment: No comment

252722 - Shakespeare House, High Street, Dedham Colchester CO7 6DE

Certificate of Lawful Use - Existing

Application for a lawful development certificate for existing use from flat to offices as approved by 92/1384 and 92/1385

A member of the public stated the description on the planning application is not complete on the CCC website and also the development of the out buildings had a change of use in 1993 which was started in 2022 but not completed.

DPC Comment: DPC will support this and Cllr Bourn will send comments to planning for this.

191.2 Planning Applications – Decisions received since last meeting

252070/252182 – St Helena shop 5 High Street, Dedham, Colchester, CO7 6DE

CCC Decision: Approve conditional

252446 - Monks Lane, Dedham, Colchester, CO7 6DZ

Proposed loft extension with dormer to the rear and front to form extra bedroom and front porch addition.

CCC Decision: Approve conditional

251728 - Old School House, School Lane, Dedham, Colchester, CO7 6HF

Revised window elevation to South Facade of New extension (previously approved under listed building consent 241049) to match north elevation and provide more natural light into ground floor space. Addition of 9-inch soft red brick to face of existing.

CCC Decision: Approve Conditional

191.3 Appeal Lodged APP/A1530/W/25/3376658

Little House, High Street, Dedham, Essex, CO7 6HJ

Information only

25/192

Infrastructure and Community areas

192.1 Street Trading Policy update

This had not been a meeting last month so this will go on to the next agenda for the group to be reviewed.

Use of authorised use of our land on next agenda.

192.2 Christmas Fair update

This event seemed to go well and raised a good amount of money for the school. Will ask the school for a formal report for this and Richard Thorkilsden to come along to a meeting and update us.

Action: Cllr Main will contact Richard.

192.3 Mill Lane works update

The works have been agreed and we are currently waiting for the planning application for the traffic lights to go through then the works to reinstate this light will go ahead.

192.4 Warden permit update

We are still waiting for the invoice to arrive for this then it will be paid.

192.5 Tree work update

Tree works on the field have been completed

192.6 Sports Club: report and recommendations from Cllr Haines

The report has been circulated to all councillors and Cllr Haines outlined three options to address the issues. It was agreed that the 3rd option Proposed Cllr Harrison seconded Cllr Andrews

The Sports centre has had broken pipes over the past couple of weeks and our insurance company have agreed to the majority of the works. Cllr Beeton was thanked for all her work on this and keeping this project going.

192.7 Bus Service timetables update

There is a new bus company working for Dedham called Konnects and the new bus timetables are up in the noticeboards and on the website.

The bus companies revised timetables have been put into the bus stops in the village. The Village Warden was thanked for this was thanked for her help with this.

25/193

Communications

193.1 Information Update on website and emails

We now have an IT specialist that can be used by the councillors for IT Problems.

Cllr Beeton stated that she did not like the new logo and would like there to be a discussion at the next meeting about the logos.

25/194

Training/Events

194.1 Report on attended events

None attended to date.

194.2 Nominations for new events

Cllr Haines is booked on for a councillor course later this month.

It is a reminder that all councillors have agreed to go on training when they signed the Code of Conduct when they accepted the councillor position.

A Corporate training session was suggested to address some of the issue on how we work together as a parish council. Please contact the Clerk as to what

training is needed in the future. The Clerk will make enquiries regarding the group training.

25/195 Clerks Report

Apart from the above information I have been informed that there is that a new part for the lady's toilet hand dryer in the park has been obtained and the zone warden is currently waiting for an electrician to replace this.

25/196 Items for next agenda

See above.

25/197 To confirm date and time of next meeting

Monday 2nd February 2026 as this is only 3 weeks away it was thought to have the meeting for the business side for an hour and an informal session after the main meeting for councillors. Everyone was thanked for coming to the meeting.

25/198 Chairmans closure of meeting.

Chairman closed the meeting at 19:50pm

Signed

Cllr Bourn

Date