

Dedham Parish Council
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Clerk to the Council: Emma Cansdale 2 Goose Green Cottages Colchester Road Wix, Manningtree CO11 2PD
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Minutes of the Annual Meeting of the Parish Council on Monday 13th May 2019

Present: Cllr Sheila Beeton, Cllr Kevin Taylor, Cllr Ann Follows, Cllr Christine Frost, Cllr Jeffrey Herbert, Cllr Jane Meakin.

059.19 Election of chair

Cllr Sheila Beeton was proposed as chair.

Proposed: Cllr Follows

Seconded: Cllr Herbert

Agreed by all

Declaration of Acceptance of Office as Chair signed by Cllr Beeton

060.19. Election of vice-chair

Cllr Nicola Baker was proposed as vice-chair

Proposed: Cllr Frost

Seconded: Cllr Meakin

Agreed by all

061.19. Apologies for absence.

Cllr Baker and Cllr Smith

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

None

063.19. Minutes

The minutes of meeting dated 01.04.2019 were accepted as a correct record and duly signed by the chair.

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

- **Sports Club Refurbishment.** The work is now complete.
- **Tree-** work to commence shortly. Bland Landscape
- **Fence-** work to commence shortly.

065.19. Have Your Say.

Report from Cllr Nigel Chapman. Ward Councillor.

None

Report from Cllr Anne Brown. Essex County Councillor.

None

- Drainage- Manningtree Road, flooding. Blocked gully. Clerk to arrange a site visit with the drainage engineer and to ask Cllr Brown to attend

066.19. Accounts.

- a) To receive accounts and agree payments

Proposed: Cllr Herbert

Seconded: Cllr Follows

Agreed by all

067.19. Accounts for year ending 31.3.2019 and Annual Governance and Accountability Return

- a) To approve and complete Section 1, Annual Governance Statement 2018/19. **Resolved and signed**
 - b) To approve Section 2, Accounting Statements 2018/19. **Resolved and signed**
 - c) To receive the internal audit report. **Received and actioned.**
 - d) To approve the accounts ending 31st March 2019. **Resolved.**
- Section 1 and 2 of the AGAR, and the accounts duly signed off by the chair

Proposed: Cllr Herbert
Seconded: Cllr Follows
Agreed by all

068.19. Planning Advisory Group. Cllr Kevin Taylor.

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

190945 West End Garage, High Street, Dedham Colchester CO7 6HL

Application to vary condition 2 of 171172: revision to internal layout & minor external changes including increase in height, add flush windows to NE roof slope & oak porch to main entrance. Resubmission of 183131.

Recommendation: Objection.

190962 Pentworth House, The Heath, Dedham Colchester CO7 6BU.

Proposed first & second floor rear extensions with internal alterations.

Recommendation: No objection

190942 The Old Post House, School Lane, Dedham Colchester CO7 6HF.

External colour change. Interior changes.

Recommendation: No comment regarding this application.

190885 46 Dedham Meade, Dedham Colchester CO7 6EU.

Proposed Loft Conversion, including the insertion of roof lights

Recommendation: No objection.

190905 Armeria, The Heath, Dedham Colchester CO76BT.

Demolition of existing dwelling and construction of replacement property with cartlodge outbuilding.

Recommendation: Objection

190836. Coopers Bottom. Lawful development certificate

No comment

For full comments please see the CBC Planning Portal

Proposed: Cllr Taylor
Seconded: Cllr Herbert
Agreed by all

069.19. Appointment of Councillors to Committees and Working Groups.

To review the current groups and make any changes as necessary.

Following a discussion, it was resolved for the Strategic Planning to meet to discuss the roles and policies.

Proposed: Cllr Frost
Seconded: Cllr Beeton
Agreed by all

070.19. Insurance. Clerk

To review the insurance policy and appoint an insurer.

Following a discussion it was resolved to renew BHIB with in 3 year LTA, at a cost of £1311.11

Proposed: Cllr Herbert.
Seconded: Cllr Taylor
Agreed by all

071.19. Standing orders

To carry out the annual review of the Standing Orders. **Complete and adopted.**

072.19. Financial regulations

To carry out the annual review of the Financial Regulations. **Completed and adopted.**

073/19. Review other policies as necessary

- Media Policy
- Expenses
- Risk Assessment

To be discussed by the Strategic Development Group as per item 19.069

074.19. Resignations

a) To formally note the resignation of John Millican and announce a casual vacancy. Please contact the clerk for further details.

b) To note the resignation of the village handyman. To discuss options going forward.

Following a discussion, it was resolved to advertise the handyman job, but seek quotes from our existing contractors (PRoW and field maintenance) for the strimming.

Proposed: Cllr Herbert

Seconded: Cllr Follows

Agreed by all

075.19. Telephone box repaint

Following a discussion, it was resolved to ask BT to see how well the telephone box is used and review whether to adopt it, prior to any work. (clerk to assess any liabilities if DPC were to complete work without ownership)

Proposed: Cllr Taylor

Agreed by all

076.19. Correspondence. Clerk

a) Church clock requests

Following a request from Dedham Church, asking DPC to support the maintenance of the church clock, by covering the cost of the bi-annual services at a £250, it was resolved to do so. It was noted that this agreement only covers the service cost, and not any subsequent work.

Proposed: Cllr Frost

Seconded: Cllr AF

Agreed by all

- b) Highways Devolution- Clerk to attend a meeting on the 4th.
- c) Tree on the River- clerk identified landowners and will pass to the correspondent.
- d) Mrs Haddock- request to use Royal Square on bank Holiday Monday. The clerk shall check that the school does not need it. DPC to charge for the hire, as it is a commercial venture. £150.00

077.19. Matters of continuing reference.

- BT Manhole leakage.
- Japanese Knotweed. Treated in September.

Date and Time of the next meeting. Parish Council Meeting, Monday 3rd June 2019, 7.30pm Duchy Barn

Meeting closed at 21.30