

**DRAFT MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON
MONDAY 8th JULY 2013 AT 7.30PM.**

In the chair: Mrs. G. Massey

Present: Cllrs. J. Beavis, S. Glen, D. Horn, A. Law, S. Partridge, A. Prill, J. Skittrall, F. Swallow,
R. Volkwyn and L. Waller.
Mr. A. Corder-Birch (Clerk)
Mr. H. Johnson and Mrs. W. Scattergood (District Councillors)
Together with one member of the public

Public comment

There was no public comment.

73. **Apologies for absence**

Cllrs. D. Holmes (work commitment), E. Jones (hospital treatment) and D. Finch

74. **To fill vacancies on Committees and Advisory Groups**

It was agreed that Mrs. J. Beavis should fill the vacancies on the Finance Committee and the Footpaths and PROW Advisory Group and that Miss. J. Cole fills the non councillor vacancy on the Public Transport, Highways and Speedwatch Committee. Mrs. Beavis will now provide meeting dates for the Footpaths and PROW Advisory Group for the year 2013-2014.

75. **Declarations of interest**

Mr. J. Skittrall declared a NPI in connection with the planning application relating to 1 Brook Meadow as he lives on the same estate.

There were no other declarations of interest.

76. **To confirm minutes of meeting held 10th June 2013**

The minutes of the meeting held on 10th June 2013, having been circulated, were taken as read, were confirmed and signed by the Chairman as a correct record.

77. **Matters arising from those minutes**

a) **Coggeshall – Sible Hedingham figures**

Mr. S. Partridge referred to the reply from Cllr. Bebb regarding the Localism Fund figures, which he regarded as being unfair. Although it was suggested inviting Cllr. Bebb and BDC Officer, Mr. Trevor Wilson to a future PC meeting it was decided not to do so, but to raise the issue with BALC so they can alert other Councils to the anomalies and to copy in Cllr. Bebb and Mr. Wilson.

b) **Tree at Park Court**

Mrs. G. Massey reported that a resident had suggested that the tree is planted in memory of Chris Darkins. The Clerk reported that GCH and Gipping Construction Limited require a decision by 16th August. It was therefore agreed that a decision must be made at the next PC meeting on 12th August. There were no other matters arising.

78. **Chairman's report**

The Chairman reported that SH is one of the finalists in the Essex Village of the Year Competition. Various representatives of SH had met the Judges and Mrs. G. Massey will attend the RCCE AGM on 10th July to represent SHPC. Councillors were reminded about Legacy Day on 20th July.

79. **Youth Council Report**

Mr. S. Partridge reported that the Youth Council had asked him to raise the following points:

Lack of events for girls at Legacy Day except for netball so it was agreed to consider additional events for girls.

Concern about the future of the Parkfields Play Area, which Councillors will raise with GCH at the Estates

Inspection on 25th July. In the meantime Mrs. J. Beavis will raise this with Mrs. Sandra Crosby of GCH to ascertain the position.

Dog fouling – Ms. S. Glen asked for more dog bins in the centre of the village particularly along Swan Street. Mr. J. Skittrall reported that this had previously been considered and shopkeepers and householders refused to allow dog bins in front of their properties. Mrs. L. Waller suggested a dog bin in the Car Park, which was referred to the R&A Committee for consideration. Ms. Glen agreed to ask Mr. Mark Carlo, BDC Dog Warden to write an article about dog fouling for the Parish Magazine.

A picnic bench on the Recreation Ground was requested, which Mrs. Waller suggested could be located near the Petanque course. This item was referred to the R&A Committee.

It was claimed that the CCTV camera in the ladies points towards the cubicles. Mrs. G. Massey agreed to meet a representative from the Youth Council to advise that this was not the case.

80. **County Councillor's Report**

In the absence of Mr. D. Finch no report was given.

81. **District Councillor's Reports**

Mr. H. Johnson reported upon the following items:

The withdrawal of funding for Health Walks in SH and CH, which will be run voluntarily in future.

That four sheds in SH had been broken into recently and residents advised to lock and secure all garden sheds.

Clothing stolen from the Environment Agency, which could be used by people to masquerade as EA employees.

Mr. Johnson had cut back one metre each side along the whole of HRW.

The Local Government Boundary Commission had decided that BDC Councillors should be reduced to 50.

Residents of Spring Way had raised issues concerning the maintenance of Public Open Spaces in Spring Way, which were still owned by Mr. Ladkin or his companies and ownership had not been transferred to local authorities. The residents had been invited to attend the PC meeting but had declined to do so.

Orchids stolen from along HRW.

Another very serious RTA at Cut Maple.

The work of the BDC Licensing Committee of which Mr. Johnson was a member.

Test purchases had been arranged at SH shops and one shop had sold unacceptable items to an under age person and action will be taken against the shop concerned.

Mrs. W. Scattergood reported upon the following items:

That she is now Chairman of BDC.

She thanked SHPC for the compliments upon the way she had chaired a recent LDF meeting.

She had adopted the theme of 'Rural Life' and is visiting rural businesses, sometimes with the new Chief Executive of BDC.

Arrangements for a rural business event during Spring 2014.

BDC Carol Service will be held in CH Church when representatives of the Hedingham and Maplestead Ward will be invited to attend.

The Chairman's charities include: Scouts, a Children's Alcohol Charity and Refuge.

She will attend the Village of the Year Awards.

A visit had been made to Hedingham School and various other events were reported upon.

Councillors agreed that the Chairman's Charities were well chosen.

Mrs. J. Beavis reported upon the following items:

Her support for the BDC Chairman's rural theme.

She congratulated Mr. H. Johnson upon his election as Chairman of BDC Audit Committee.

BDC is looking at its budget for next year and savings include good recycling figures.

An invitation is being sent by BDC to Parish Councillors to attend a Broadband Summit. (Post meeting note: This event is on 22nd July 2013 at 6.30pm at Saling Millenium Hall to which all Councillors are invited to attend).

82. **Planning Committee**

The minutes of the Planning Committee Meeting held on 17th June 2013, having been circulated were accepted in lieu of a report.

83. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 14th June 2013, having been circulated, were accepted in lieu of a report.

84. **Personnel Committee**

The minutes of the Personnel Committee Meeting held on 28th May 2013, having been circulated, were accepted in lieu of a report.

85. **Public Transport, Highways and Speedwatch Committee**

The minutes of the Public Transport, Highways and Speedwatch Committee Meeting held on 19th June 2013, having been circulated, were accepted in lieu of a report.

86. **To consider renewing street light maintenance agreement**

The Clerk reported that the five year contract with A & J Lighting Solutions will expire on 12th August 2013 and had invited SHPC to renew it. The Clerk provided the current figures and those for future three or five year agreements. Following some discussion it was proposed, seconded and carried, with Mr. R. Volkwyn abstaining, that the Clerk obtains comparison quotes from other contractors. Thereafter the Clerk was authorized to accept the five year quote from A & J Lighting Solutions if lower than other quotes or if not to agenda this item for the August meeting.

87. **Update upon the future of the Village Club**

Mrs. G. Massey reported that Ms. S. Glen, Mr. R. Volkwyn and herself, had been elected to the Hedingham Club Committee and in addition Mrs. Massey had been elected as Treasurer. She reported upon recent meetings with the General Manager of the Bocking and Hedingham Clubs and of information and documentation requested, which is awaited. An application had been made to BDC for the Hedingham Club to be listed on the Community Asset Register. Mrs. J. Beavis reported upon communications with Hayley Saunders, BDC Solicitor and of the future process and timetable, including business cases. Mrs. Massey reported that someone is interested in purchasing the Club and the offer will be considered at a meeting of the Bocking Club on 9th July, which Mrs. Massey will attend. Following a long discussion the following was agreed:

That the Hedingham Club is an important village asset and should continue.

That SHPC should proceed with the listing on the Community Asset Register.

That Mrs. Massey continues with her efforts to obtain all relevant documentation including constitution, deeds/transfer, loan agreement(s), accounts, minutes, inventory of assets, insurance policies and all other documentation to complete an audit trail.

In default of compliance with (c) above further steps were approved.

That a meeting is held with representatives of Toppesfield PH/Shop who had offered help.

That 'light touch', followed by 'detailed' business cases be prepared if necessary.

That BDC is asked to provide more information about the procedure and timetable for inclusion on the Community Asset Register.

(Mr. H. Johnson and Mrs. W. Scattergood left the meeting during the discussion of the above item)

(Post meeting note: The Village Club was included on the Community Asset Register on 12th July 2013)

88. **To consider planning application no: 13/00625/FUL – 1 Brook Meadow – erection of two storey side extension**

Mrs. L. Waller explained that the plans relating to this application had not appeared online at the appropriate time and therefore SHPC had asked for an extension of time, which had been granted, but would expire before the next Planning Committee meeting. It was agreed no objection.

89. **To consider acceptance of quotation for SID from Traffic Technology Limited**

Mr. S. Partridge reported upon significant confusion created by ECC Highway Officers but following intervention by Mr. D. Finch some progress had been made. The matter will be referred to the October 2013 meeting of the Braintree District Local Highways Panel. It was proposed by Mrs. L. Waller, seconded by Mr. A. Prill and carried that the new quote from Traffic Technology Limited for £6,355 be accepted.

90. **To consider new notice boards in bus shelters**

Ms. S. Glen asked for approval for bus shelters owned by SHPC to have notices placed in them

advertising the Village Club, whose members had offered to provide and install suitable notice boards. Following some discussion Councillors decided that any notice boards should be for the benefit of the whole community, including bus timetables and not solely for use of the Club. On behalf of the R&A Committee, Mr. R. Volkwyn agreed to meet representatives of the Club at the bus shelters to discuss notice boards. Arising from this item it was agreed that the Clerk asks BDC to provide two street name plates stating 'CROSSPATH'. Mr. Volkwyn also agreed to speak to Mr. Day to ask him to cut back the vegetation on his land, which is overhanging the path.

91. **Correspondence**

The correspondence received and listed in appendix 1 was referred to relevant Councillors for information and action. There was no correspondence which required consideration.

92. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment. Mr. Volkwyn queried the payment to BDC for Community Transport, which was clarified. It was proposed by Mr. S. Partridge, seconded by Mr. R. Volkwyn and carried that the accounts are paid.

93. **Any other business/exchange of information/agenda for next meeting**

Mr. D. Horn reported that he had attended the EALC Roles and Responsibilities course on 8th July 2013, which has been very interesting.

Mr. R. Volkwyn reported that BH had picked up all litter between Prayers Hill and High Street Green, which was a considerable improvement.

Mr. J. Skittrall reported upon a good report from ROSPA.

Ms. S. Glen reported upon the removal of trees and the erection of a shed in Oxford Lane, which it was agreed to investigate. Mr. Skittrall agreed to make enquiries with Mr. P. Robinson of Rookwoods to ascertain if he knows who the landowner is.

There being no further business the meeting closed at 9.40pm.

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(Date)

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(Chairman)