

**DRAFT MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING  
HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON  
MONDAY 10<sup>th</sup> NOVEMBER 2014 AT  
7.30PM.**

**In the chair:** Mrs. G. Massey

**Present:** Cllrs. J. Beavis, S. Glen, D. Holmes, A. Law, L. Parkin, S. Partridge, A. Prill, P. Sarel, J. Skittrall, R. Volkwyn and R. Wright.

Mr. A. Corder-Birch (Clerk)

Mr. H. Johnson (District Councillor)

Mr. K. Prestwood of Sports Lighting

Together with 8 (eight) members of the public

**Public comment**

Mrs. G. Jefferson enquired if Councillors details on the SHPC website will be updated and the Chairman confirmed that new Councillors will be included.

Mr. K. Prestwood of Sports Lighting gave a presentation upon the proposed lighting for the MUGA and produced relevant documentation. He had visited the site with Mr. Skittrall and confirmed that Sports Lighting could apply for planning permission on behalf of SHPC. He gave details of the number of columns, the angle of lights, light levels and lamps. He also provided information about restrictions and conditions, which must be complied with, particularly any effect on surrounding dwellings and occupants. He confirmed that the lights can be controlled to go off at 8.55pm with the final light going off at 9pm for safety purposes. He answered questions from residents including estimate of costs, changing lamps, the hoods to cover lamps and the strength of glass. Mrs. A. Weatherley asked who will be using the MUGA because she understood that use will only be during the daytime. She also referred to ASB suffered by Mrs. Ardley of Cambridge Avenue and was concerned about a possible increase in ASB. It was considered that lighting should reduce ASB. Mr. Prestwood agreed to email the specification to Mr. J. Skittrall to forward to Councillors, members of the public and to include on SHPC website.

156. **Apologies for absence**

Cllrs. E. Jones (illness), D. Finch and W. Scattergood

157. **To co-opt new Councillors to fill casual vacancies**

The Chairman reported that the Interview Panel had met both candidates and recommended co-option. It was therefore proposed by the Chairman, seconded by the Vice Chairman and carried that Ms. L. Parkin and Mr. P. Sarel are both co-opted onto the Parish Council to fill the casual vacancies.

158. **Declaration of Acceptance of Office of new Councillors**

Ms. L. Parkin and Mr. P. Sarel then signed their Declaration of Acceptance of Office forms, which were countersigned by the Clerk.

159. **To fill vacancies**

The following vacancies were filled:

Personnel Committee

Planning Committee

Transport and Highways Committee

Emergency Planning Advisory Group

Crime Prevention Panel

Mrs. Rebecca Wright

Ms. Liz Parkin

Mr. Paul Sarel

Mr. Paul Sarel

Mrs. Rebecca Wright

160. **Declarations of interest**

There were no declarations of interest.

161. **To confirm minutes of meeting held 13<sup>th</sup> October 2014**

The minutes of the meeting held on 13th October 2014, having been circulated, were taken as read were confirmed and signed by the Chairman as a correct record subject to the addition of the words "and EALC should be notified of that" at the end of minute 148 and the addition of the words "with no objection" at

the end of minute 155.

162. **Matters arising from those minutes**

a) **Social Housing on Bloor site**

Mrs. J. Beavis reported that she understood that GCH will be involved with the social housing. The Chairman reported that First Let priority had been discussed with Mr. T. Lucas of BDC who had assured SHPC that houses will be offered to local residents first.

b) **School places**

Mr. A. Prill reported that a pupil had lost a months education as there were no vacancies at St. Peter's Primary School. At the request of Mr. S. Partridge it was agreed to make enquiries with the Education Office as to the exact position. Mr. R. Volkwyn reported that he had applied to become a School Manager and was waiting to hear.

c) **Welcome packs**

Mrs. G. Massey reported that Welcome Packs were being printed and the Baptist Church will deliver them. There were no other matters arising.

163. **Chairman's report**

The Chairman reported that Mr. A. Law and herself, had met a representative of ECC about the watercourses mapping project, which is progressing. The Chairman invited Councillors to her home after the December meeting.

164. **Youth Council Report**

Mr. S. Partridge reported on the following;

Members of the Youth Council had met Sarah Sapsford of RCCE who was very impressed with the progress being made with the Community Builders project. Mrs. J. Beavis will continue negotiations with Fusion.

The Youth Council had been updated upon the proposed lighting of the MUGA.

The proposed Community Bus to Sudbury was supported.

Mrs. G. Massey reported that the Youth Club was run on a voluntary basis since ECC had withdrawn funding. Discussions had taken place with Mr. Smith of Essex Boys Club and further details of their service requested.

Mr. Partridge was thanked for his report.

165. **County Councillor's Report**

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

166. **District Councillor's Reports**

Mr. H. Johnson reported upon apprenticeships for young people arranged by BDC to help with employment. In his opinion the minutes of the previous SHPC meeting were correct. He knew about the email from Mr. A. Prill, to Councillors and considered that County and District Councillors provide an important link between County and District Councils with Parish Councils and the public.

Mrs. J. Beavis reported on the following:

Consultation upon site allocations now closed and details will appear on BDC website by the end of the month.

Efforts to arrange a meeting with Mr. Ian Stidson of NHS regarding (a) proposed closure of dispensaries and (b) the new Medical Centre.

A meeting with Manchester Airport Group about Stansted Airport.

Mrs. Beavis and Mr. Johnson were thanked for their reports.

(Mr. H. Johnson left the meeting).

167. **Planning Committee**

The minutes of the Planning Committee Meeting held on 24th October 2014, having been circulated were accepted in lieu of a report.

168. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 17th October 2014, having been circulated, were accepted in lieu of a report.

169. **Transport and Highways Committee**

The minutes of the Transport and Highways Committee Meeting held on 15<sup>th</sup> October 2014, having been circulated, were accepted in lieu of a report.

170. **Update upon proposed allotments**

The Clerk reported that in connection with land at Prayors Hill, Mr. Andrew Epsom of BDC had advised that the owner had resubmitted the site for development as a result of the new call for sites. The full list of sites should be available by late November with consultation taking place in the New Year. Although Mr. Epsom confirmed that BDC had no intention of extending the village envelope he recommended that the result of the resubmission is awaited before the meeting takes place with the owner, agent, BDC and SHPC. Councillors disagreed with Mr. Epsom's recommendation and desired that the meeting is arranged on the assumption that the site will not be considered for development. In addition it was understood that there should be no building outside the village envelope and sites already considered (such as Prayors Hill) should not be reviewed. Mr. A. Prill also reminded SHPC of the assurance given by Mrs. W. Scattergood that the SH envelope will not be enlarged. The Clerk will ask Mr. Epsom to proceed with the meeting.

171. **To consider the future of the former Nat West Bank building**

Councillors made the following suggestions for the future use of the former bank building:

Mrs. L. Parkin - A pop-up shop at a peppercorn rent similar to those in the Tendring District. Mrs. J. Beavis suggested increasing the size to allow for two pop-up shops. Mrs. Parkin agreed to make enquiries with Tendring District Council.

Ms. S. Glen - a village archive with a history of the village on permanent display.

Mr. S. Partridge - a Parish Office.

It was agreed that Mr. D. Holmes and Mrs. R. Wright ask Bloor Homes for facilities for an internal inspection of the building to enable consideration to be given to possible uses.

172. **To consider opening SHPC No. 2 Account with Nat West**

The Chairman reported that S106 monies were expected for SHPC to administer the proposed community bus to Sudbury. As these funds need to be ring fenced it was agreed to open a completely separate current account for community transport. It was agreed that all existing signatories continue as signatories on the new account and that cheques are signed by any three Councillors.

173. **To confirm arrangements for photo-call at new bridge in Alderford Street**

Several Councillors indicated that they would attend the photo-call at the new bridge at Alderford Street on 13<sup>th</sup> November. Mrs. G. Massey reported that owl boxes had been requested by residents, which were approved. Mrs. A. Weatherley reported that bird and bat boxes were available, which Mr. A. Prill offered to erect. Mr. A. Law expressed concern about the water level under the new bridge and that the supporting timbers may eventually rot. Mr. A. Prill also expressed concern that the retaining wall did not extend far enough. It was agreed to meet on site prior to the photo-call to look at these issues.

174. **Correspondence and emails**

The correspondence received and listed in appendix 1 was referred to relevant Councillors for information and action.

The letter, plans and documentation from ECC Highways relating to the proposed 7.5tonne weight limit through Castle Hedingham, which includes part of Station Road in Sible Hedingham was considered. It was agreed to notify ECC that SHPC consents to the proposal.

The Chairman referred to exchanges of emails with Ms. Susan Ogilvy of 29 Swan Street and in particular took exception to the claim made by her following her request for traffic calming measures through the village, as a result of a recent serious RTA "*that nothing will be done unless SHPC get wholeheartedly behind the campaign to make our village safer*". It was unanimously agreed to record a rebuttal to Mrs. Ogilvy's claim because SHPC had been pursuing ECC Highways for a considerable length of time to improve road safety, to reduce speed and introduce traffic calming measures through the village and in particular along the main A1017 road.

175. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment together with an additional account from Sports Lighting of £300.00 for Mr. K. Prestwood's attendance at SHPC meeting. Mr. R. Volkwyn queried the authorization to incur this expenditure. Following discussion it was proposed by Mr. S. Partridge, seconded by Mr. J. Skittrall and carried that Sports Lighting's account is paid. It was proposed by Mr. J. Skittrall, seconded by Mr. S. Partridge and carried that the remaining accounts are also paid.

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

a) Essex Police

Mr. D. Holmes reported upon new regulations adopted by Essex Police that officers on patrol are not allowed to leave their cars. It was agreed that officers are needed on the street and to ask Essex Police to carry out more speed checks in SH.

b) Craft Fair at Alderford Mill

Ms. S. Glen reported that a Craft Fair arranged by FOAM would take place on 16<sup>th</sup> November at Alderford Mill.

c) PCSOs

Mr. S. Partridge requested an agenda item for the next meeting to consider employing a PCSO.

d) Brick wall in SHPC Car Park

Mr. D. Holmes reported that the repairs to one brick wall in SHPC Car Park were not complete and that a second wall had been damaged. This was referred to the R&A Committee to inspect and consider.

e) Grill in Alderford Brook

Mr. A. Prill reported that he had recently removed debris from a grill in Alderford Street, which needs to be reinstated at 45 degrees to work effectively.

f) Logs sheets

The Chairman asked for log sheets reporting ASB on the Recreation Ground to be returned to SHPC Office.

There being no further business the meeting closed at 9.20pm.

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(Date)

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(Chairman)