

MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON MONDAY 12TH MARCH 2012 AT 6.30PM.

In the chair: Mrs. G. Massey

Present: Cllrs. J. Beavis, C. Cannell, R. Green, D. Holmes, B. Howlett, A. Law, S. Partridge, A. Prill, J. Skittrall, F. Swallow and L. Waller
Mr. A. Corder-Birch (Clerk)
Mr. D. Finch (County Councillor)
Mr. J. Bloomfield, Environment Agency
Mr. N. Humfrey and Mrs. L. Shepherd (Essex County Council)
Together with 15 (fifteen) members of the public

Fire regulations

Details were given of the fire regulations relating to the Hall and in particular the whereabouts of the fire exits, the assembly point in Parkfields and vehicles must not be removed from the Hall Car Park.

Public comment

Prior to commencement of the meeting, Mr. J. Bloomfield of the Environment Agency gave a presentation upon flood prevention proposals for Alderford Street. He explained that the Environment Agency is not responsible for Alderford Brook but has been helping ECC with ideas. The course of the brook has changed over the years to get more water upstream of Alderford Mill. The proposal is for water to be diverted to enter the River Colne downstream of the mill. A solution could be achieved with a partnership of several authorities but not by one authority alone. ECC, as a new flood authority now has some responsibility and was represented by Mr. N. Humfrey and Mrs. L. Shepherd. The ensuing discussion included the following points:

- a) That ECC will clear the ditches and drains in the willow ground opposite Alderford Mill before ownership is transferred by ECC to SHPC.
- b) Riparian landowners including ECC are responsible for the clearance of Alderford Brook.
- c) The new culvert under Swan Street does have a throttle to reduce its size.
- d) Mill owners are responsible for the operation of mill gates – ECC at Alderford Mill but absentee owner at Hulls Mill.
- e) If mill gates had been properly operated in the past the flooding of some houses and the mill itself could have been avoided on some occasions.
- f) The River Colne needs to flow quickly to keep it clear.
- g) Concerns were expressed about funding, landowners responsibilities and future risks to residents of Alderford Street and to SHPC if the proposed scheme proceeds.
- h) The ultimate solution is a holding reservoir at Cobbs Fenn to protect Alderford Street but ECC no longer has funds available.
- i) If the weir at Hulls Mill is lowered it may help to solve flooding problems at Alderford Street.
- j) In connection with the absentee owner at Hulls Mill, the Environment Agency has no statutory powers of entry to operate the mill gates.
- k) The proposed diversion will not make any difference to flooding caused by the main river only by Alderford Brook.
- l) The preferred solution is a holding reservoir.
- m) A constructive plan and project manager were suggested to take the proposals/issues forward.

Mr. Peter Rawlinson paid tribute to Mr. A. Law for operating the mill gates at Alderford Mill so efficiently. The Chairman thanked Mr. J. Bloomfield for his presentation and the representatives from ECC for also answering questions.

Mr. J. Nicholson raised the following matters:

- a) The various issues concerning HRW in the recent exchanges of emails between BDC, SHPC and HRW (see minute 303 below).

b) With regard to the report of the EALC event upon Neighbourhood Planning, he urged SHPC to be careful how it deals with it. The Chairman explained that Neighbourhood Planning is a new initiative, which SHPC will consider.

c) He asked if the forthcoming meeting between Parish Councillors and the Youth Council to consider the skate board park will be open to the public. Mr. S. Partridge confirmed that the meeting will be open to everyone.

There was no other public comment.

292. **Apologies for absence**

Cllrs. E. Jones, H. Johnson and W. Scattergood

293. **Declarations of interest**

Mr. S. Partridge declared a personal interest in connection with agenda item 17 as a member of Hedingham Film Club Committee.

In connection with the letter from East Anglian Children's Hospice, Mrs. J. Beavis declared a personal interest as the Chief Executive is a friend and Mr. D. Holmes declared a personal interest as his company supports EACH.

There were no other declarations of interest.

294. **To confirm minutes of meeting held 13th February 2012**

The minutes of the meeting held on 13th February 2012, having been circulated, were taken as read and subject to amendments to paragraphs 286 and 291(a) were confirmed and signed by the Chairman as a correct record.

295. **Matters arising from those minutes**

a) **BDC Activity Day**

Mr. S. Partridge enquired about BDC Activity Day. The Clerk reported that he had been in communication with Mrs. Kryshia Fuller, the BDC Community Wellbeing Development Officer about various venues in SH. Mrs. Fuller has a meeting with Activity Leaders on 4th April when the possible venues in SH will be discussed following which she will revert to SHPC.

There were no other matters arising.

296. **Chairman's report**

The Chairman reported that she had attended the Cygnets Group meeting at the Baptist Church. Mr. S. Partridge had produced a PC newsletter, which is with the printers and will soon be ready for Councillors to deliver. The Chairman reported that she had attended the recent JAG meeting but there was nothing significant to report about SH.

297. **Youth Council Report**

In the absence of a Youth Council representative no report was given.

298. **County Councillor's Report**

Mr. D. Finch reported upon the following:

- a) ECC budget had been fixed with no increase.
- b) The help available to families in need in Essex.
- c) The number of schools, which now have academy status.
- d) The review of the Youth Service by ECC.
- e) Business rates and relief.
- f) Locality Boards.
- g) Highway initiatives to which ECC had contributed funds for highway improvements to be made.

Mr. F. Swallow congratulated Mr. D. Finch upon his recent award for outstanding contribution to finance performance. Mr. Finch was thanked for his report.

(Mr. D. Finch left the meeting)

299. **District Councillor's Reports**

Mrs. J. Beavis reported upon the following:

- a) That she is a member of the Working Party for the new Locality Board.
- b) That she has recently launched the new Hospital Hopper Bus Service, which has many SH users.
- c) The BDC budget has been set at zero percent and PSG is secure for another year.
- d) BDC officially opened the new play area at Brook Meadow on 9th March at which SHPC was represented.
- e) That at the recent JAG meeting, Rippers Court had unfortunately returned to the agenda by reason of broken windows and BDC will work with the Schools Police Officer.
- f) That she has had a meeting with the police and community policing continues to be important.
- g) A meeting with Sheila Bremner of NHS in connection with the SH Regeneration Area.
- h) Speeding through SH is being observed.

Mrs. Beavis was thanked for her report.

300 **Planning Committee**

The minutes of the Planning Committee Meeting held on 17th February 2012, having been circulated were accepted in lieu of a report.

301. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 24th February 2012, having been circulated, were accepted in lieu of a report.

Arising from the minutes Mr. D. Holmes reported that he had been in communication with the family of the late Mr. D. Lock and had prepared the plaque. Mr. J. Skittrall confirmed that the oak tree had been ordered and will probably be planted on 17th March.

With regard to CCTV, Mr. Skittrall reported upon the site meeting with a representative of Anglian Burglar Alarms Limited and of the quote subsequently received as follows:

a.	Improvements to existing system	£650.00
b.	New internal cameras to monitor ladies and gents toilet area	£490.00
c.	Six monthly inspection	<u>£260.00</u> per annum
		£1400.00 net

A 25% deposit is required in respect of items a. and b. Mr. A. Prill suggested a wireless or other additional camera to cover the shelter, which will be investigated. Following some discussion it was proposed by Mrs. G. Massey, seconded by Mr. J. Skittrall and carried that the quote is accepted and an additional £300 is allowed to cover possible extra improvements.

302. **Footpaths and PROW Advisory Group**

The minutes of the Footpaths and PROW Advisory Group Meeting held on 21st February 2012, having been circulated, were accepted in lieu of a report.

The Clerk read out a quote from Concept Signs as follows:

a.	Aluminium vandal resistant sign fixed to existing post	£60.00
b.	Square white post with black cap and sign fitted to post	£135.00
c.	Post with composite aluminium sign laminated with clear vinyl	£95.00

It was agreed that Mrs. J. Beavis inspects the post and that the final decision is delegated to her with authority to incur expenditure up to £135.00.

Mrs. L. Waller reported that she had inspected the tarmac footpath parallel to FP 33 adjacent to the football pitch and suggested that SHPC consider if it should be repaired or removed in the interests of safety. Mr. J. Skittrall advised that it is not suitable to repair and if replaced as a whole may cost about £12,000 and therefore it could be removed and grassed over.

The meeting adjourned for public comment. Ms. S. Glen reported that an elderly lady had fallen on this path, which was getting dangerous. The tarmac is breaking up leaving potholes and some tarmac is proud of the path which could be a trip hazard.

The meeting then resumed. Following some discussion it was agreed that Councillors inspect the path and obtain more information to include consideration of removing the existing path and reinstate on the line of FP33 so that ECC is responsible for future maintenance and to obtain quotes from Wiles Contractors Limited, Colne Contracts and May Gurney Limited for this work.

303. **Hedingham Riverside Walk Report**

Dr. R. Green reported upon recent exchanges of emails between BDC, SHPC and HRW. A grant for the construction of the path must be claimed before the end of March 2012 or lost but in the meantime BDC had to seek licenses from residents for vehicular access to facilitate construction of the path. Mr. George Courtauld, Vice Lord Lieutenant of Essex had accepted an invitation to officially open HRW on 24th June 2012. Mr. H. Johnson had arranged to see Mr. R. Parmee and the BDC engineer on 9th March but the meeting had been cancelled owing to illness. ECC Highways had given consent for the footbridge in December 2009 since when SHPC and HRW have been waiting for BDC to design and install the bridge. Mr. Johnson had approached Hunwick Engineering Limited to quote for a footbridge, which was under £6,000, being significantly better than the quotes of £45,000 to £60,000 obtained by BDC.

The meeting adjourned for public comment. Mrs. A. Larkin, Hon. Secretary of HRW, emphasized the importance of a footbridge and that the volunteers were very frustrated by the delays. Mr. J. Nicholson reported that BDC will not yet transfer ownership of HRW to SHPC because of potential liabilities.

The meeting then resumed. Mrs. J. Beavis congratulated Mrs. Larkin upon her good emails to BDC and the MP and that HRW and SHPC needs to continue lobbying. It was proposed by Mr. S. Partridge, seconded by Mr. F. Swallow and carried unanimously that BDC is asked to transfer ownership of HRW to SHPC forthwith so that HRW can continue work.

304. **To consider entering Best Kept Village Competition**

Mr. J. Skittrall referred to the guidelines and entry form received from RCCE, which Councillors had seen. Mrs. G. Massey reported that SHPC had previously entered and got through the first round. It was agreed to enter the competition (deadline 10th April 2012) and to form a Working Party to include Mr. J. Skittrall, Mr. R. Volkwyn, Mrs. L. Waller and Mrs. A. Weatherley (if willing to serve). Mr. S. Partridge suggested inviting representatives from the wider community to join the working party, which was agreed.

305. **To consider arrangements for Annual Parish Meeting on 16th April 2012**

Mrs. J. Beavis reported that as the date of the Annual Parish Meeting had changed it clashed with the BDC Full Council Meeting, which will prevent all District Councillors from attending. It was agreed that the Annual Parish Meeting should be similar to 2011 with refreshments, display stands and thereafter presentations and reports. It was also agreed to invite all organizations, including new organizations to participate and to use display stands.

306. **To consider flower arrangement at Hed Fest**

Miss. C. Cannell suggested that SHPC participate in Hed Fest and sponsor a flower arrangement at the Flower Festival in SH Church at a cost of about £30. This was approved and Miss. Cannell will ask for a copy of the SH Village Sign to be incorporated into the display.

307. **To consider advertising for Hed Fest**

Miss. C. Cannell asked if signs could be erected on SHPC owned land, including Village Greens, advertising Hed Fest. This was agreed providing all posters are removed immediately after the event.

308. **To consider grant for Hedingham Film Club**

Mr. S. Partridge reported that the newly formed Hedingham Film Club, which will operate from the Social Club, are keen to become self funding but are seeking an initial start up grant of £300. It was proposed by Mr. B. Howlett, seconded by Mr. J. Skittrall and carried that a grant of £300 is made.

309. **To consider maintenance of common land at Southey Green**

The Clerk referred to a report by Mr. B. Stacey, Woodlands Officer, ECC which had been circulated to all Councillors. Of the recommendations in the report the following was agreed:

- a. That the open manhole should be covered a.s.a.p.
- b. That enquiries are made with ECC Highways to establish the highway boundaries.
- c. That the position regarding the pheasant pens needs to be regularized.

Mr. S. Partridge suggested that area 'B' could become a BMX or mountain bike track as it is an undulating area but it is close to one house and too remote from the village. Mr. A. Prill offered to discuss the possibilities with Mr. J. Aim.

310. **To consider business plan for proposed Hedingham to Sudbury bus service**

Mr. S. Partridge referred to a business plan, which had been circulated to all Councillors. He had prepared this following wide consultation in the community. It was agreed that Mr. Partridge should make a presentation at the Annual Parish Meeting and that Mrs. G. Massey speaks to other Parish Council Chairmen along the proposed route.

311. **Correspondence**

The correspondence received and listed in appendix 1 was referred to relevant Councillors for information and action. Arising from the correspondence the following items were discussed:

- (a) The Clerk referred to a letter from East Anglian Children's Hospice asking for support, which Councillors declined.
- (b) The Chairman referred to an invitation from EALC for Councillors to attend a Councillor Training Day on 25th April and asked Mr. B. Howlett and Mr. A. Prill if they will attend. They agreed to check their availability and inform the Clerk if they can attend.

312. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment. It was proposed by Mrs. J. Beavis, seconded by Mr. F. Swallow and carried that the accounts are paid and that the grant of £300 to Hedingham Film Club is paid under the provisions of S137 of the LGA 1972.

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

- (a) Mr. A. Prill found the presentation by the Environment Agency very helpful and suggested that someone takes a proactive role to ensure that the vulnerable areas of Alderford Street are protected. The Chairman stated that Mr. Bloomfield is willing to return to speak to smaller groups if required. Mr. S. Partridge suggested increasing the membership of the Water Management Advisory Group by inviting more members of the public to join and it was agreed to place this on the agenda for the Annual PC Meeting.
- (b) Dr. R. Green reported that the oak tree from Grays Hall Meadow had been planted in Molly's Wood.
- (c) Mr. D. Holmes expressed disappointment that the date of the Annual Parish Meeting had changed so that District Councillors cannot attend.
- (d) It was agreed that Mr. A. Prill writes the Parish Council report for the next Parish Magazine.
- (e) Mrs. J. Beavis reported that the fence in front of the football pitch along Yeldham Road, which belongs to either BDC or ECC Highways, is in a poor condition and may need removing.

There being no further business the meeting closed at 9.35pm.

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(Date)

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(Chairman)