

**DRAFT MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON
MONDAY 9th FEBRUARY 2015 AT 7.30PM.**

In the chair: Mrs. G. Massey

Present: Cllrs. D. Holmes, E. Jones, A. Law, L. Parkin, A. Prill, P. Sarel, J. Skittrall, R. Volkwyn and R. Wright.

Mr. A. Corder-Birch (Clerk)

Together with 7 (seven) members of the public

Public comment

Mr. Mark Ramsey of Paul Clark Printing Limited expressed concern about the recent content of the Parish Magazine and he circulated magazines from other villages for comparison. 2,400 copies of the Hedingham Parish Magazine are printed monthly, which cost £600 per month and this will need to increase to 2,800 copies over the next few months for which the projected cost is estimated at £700 per month. Advertising income is £850 per month so the Magazine is currently in credit. If the content of the magazine is significantly improved, with more District and Parish Council reports, School reports and more news from Societies, then the future estimated cost will be about £1,150 per month, which will result in a shortfall for three to six months whilst more advertisers are found. The Parish Council was asked to contribute £300 to £500 per month for 3 to 6 months to cover the shortfall. It was confirmed that Castle Hedingham Parish Council will also be asked to contribute.

Mrs. G. Jefferson referred to the R&A meeting when the planning application for proposed lighting of the MUGA was deferred and asked the present position. Mrs. G. Massey reported that a planning application had been submitted to BDC. It had not yet appeared on the weekly list and the agent will follow it up on 10th February.

Mrs. L. Dziedzic referred to the proposed lighting of the MUGA, the seven a side football pitch and the outdoor gym equipment and asked the Parish Council to consult with residents, upon such proposed new projects. She offered to deliver letters in future to all houses around the Recreation Ground because no letters had been delivered in Hawkwood Road. Mrs. G. Massey reported that letters had been delivered to Gibson Road, Recreation Road and Recreation Ground but not to Hawkwood Road. The delivery offer by Mrs. Dziedzic was appreciated. It was confirmed that a member of the R&A Committee is ascertaining public opinion upon proposed gym equipment through social media and other sources to assess demand.

Mr. J. Nicholson referred to the last R&A Meeting when the Chairman had deferred the whole item relating to the proposed lighting of the MUGA including the planning application. He was concerned that an application had since been made to BDC but Mrs. Massey pointed out that the decision had been made at an earlier meeting to make a planning application.

There was no other public comment.

216. **Apologies for absence**

Cllrs. J. Beavis (another meeting), S. Glen (illness), S. Partridge (illness) D. Finch, H. Johnson (post meeting apologies) and W. Scattergood. The Chairman reported that Mrs. Beavis had not sent apologies until 6.20pm stating that she was attending a meeting of Gosfield Parish Council.

217. **Declarations of interest**

There were no declarations of interest.

218. **To confirm minutes of meeting held 12th January 2015**

The minutes of the meeting held on 12th January 2015, having been circulated, were taken as read were confirmed and signed by the Chairman as a correct record.

219. **Matters arising from those minutes**

There were no matters arising.

220. **Chairman's report**

The Chairman reported upon a visit from PC J. Carter of Essex Police regarding arrangements for a Local Community Meeting at the White Lion PH on 16th March 2015. There had been further incidents of graffiti in the village, which had been reported to the Police on 9th February 2015. A few items had been added to SHPC website recently, including terms of reference for committees, byelaws for Recreation Ground and PC Elections in May 2015.

221. **Youth Council Report**

The Chairman reported upon recent communications between the Youth Council and Fusion to promote healthy living. The Youth Council had supported the proposed outdoor gym equipment on the Recreation Ground. Mr. S. Partridge had declined to organize Legacy Day 2015, which may be arranged by Mrs. A. Thrussell during May 2015. The Chairman paid tribute to Mr. Partridge for organizing successful Legacy Days during the previous four years.

222. **County Councillor's Report**

The Clerk reported that Mr. Finch was unable to attend the meeting as he was preparing for ECC Budget meeting on 10th February. However Mr. Finch had confirmed that he was taking up with ECC Highways the "debacle" of trees being "butchered" along local roads. The issue was also being taken up by Mrs. W. Scattergood and Mr. J. Pike.

223. **District Councillor's Reports**

In the absence of Mrs. J. Beavis, Mr. H. Johnson and Mrs. W. Scattergood no report was given.

224. **Planning Committee**

The minutes of the Planning Committee Meeting held on 23rd January 2015, having been circulated were accepted in lieu of a report.

225. **Finance and Funding Committee**

The minutes of the Finance and Funding Committee Meeting held on 9th January 2015, having been circulated, were accepted in lieu of a report.

226. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 16th January 2015, having been circulated, were accepted in lieu of a report.

Mr. R. Volkwyn reported that at the R&A Meeting the item relating to the proposed lighting of the MUGA including the planning application had been deferred and asked why a planning application had since been sent to BDC. The Chairman explained that this was in accordance with a decision at an earlier meeting that a planning application is made.

Mr. Volkwyn stated that the Chairman had previously advised that the planning application required signing by all thirteen councillors as trustees of the Recreation Ground. He had refused to sign it and had since taken legal advice, which was not to sign the application. Mr. D. Holmes stated that since the R&A Meeting he had also refused to sign the application. He asked why it had since been submitted to BDC, without the consent of councillors. The Chairman reiterated that it was made in accordance with the authority given at a previous meeting. Councillors had previously been led to believe that Sports Lighting would make the planning application but they had recently declined to do so. However Mr. Skittrall confirmed that the specification from Sports Lighting had accompanied the planning application. Mr. A. Law advised that if a planning permission is granted it does not necessarily mean that the proposed lighting would proceed, which was agreed. During the course of a long discussion the following suggestions were made:

That advice is sought as to how best to regularize the position.

That a trustees meeting is considered.

That information about the responsibility of trustees is obtained from the Charity Commission

That Mr. Skittrall, as agent, ascertains the progress with the planning application from BDC and then notifies all Councillors by email.

That consideration is given to withdrawing the application.

Following further discussion it was proposed by Mr. A. Prill seconded by Mr. R. Volkwyn and carried by 8 votes to 2 that Mr. Skittrall is instructed to withdraw the planning application. (Post meeting note:

BDC asked by Mr. Skittrall to withdraw planning application on 10th February 2015).

227. **To consider criteria for making grants under S137**

The Chairman had circulated draft criteria for making grants under S137 to all Councillors on 15th January 2015. It was proposed by Mr. R. Volkwyn seconded by Mr. J. Skittrall and carried that the criteria is approved. It accompanies these minutes as appendix 3 and will be added to SHPC website.

228. **To consider financial support for Parish Magazine**

Mrs. G. Massey considered that the Parish Magazine was very good but needs to have more general content rather than being tied to the Church. Following a brief discussion she agreed to liaise with the printer to seek clarification upon the following points:

- a) If a surplus is made where does it go?
- b) To ensure that advertisers pay up to date.
- c) That a system of direct debits is set up to facilitate payment by advertisers.
- d) To seek disclosure of the magazine accounts.
- e) To ensure that Castle Hedingham Parish Council contributes towards any shortfall.

Upon the above points being clarified it was agreed to agenda this item again.

229. **Update upon new Medical Centre**

The Chairman reported that no Stakeholders Group meeting had been arranged.

The Clerk reported upon the following:

That the meeting on 27th November 2014 between the NHS and Ashley House was to ascertain what stage the Project Initiation Document (PID) was at. Ashley House was assisting the GPs with writing the PID.

In January 2015 the local practice managers had confirmed that the GPs had submitted a draft PID to NHS England for consideration at a NHS meeting to be held during February 2015.

Cathy Galione, Assistant Contracts Manager, NHS had confirmed that the NHS Area Team had received the draft PID from the GPs, which will be considered by the NHS Estates Screening Group during February 2015.

Mr. A. Prill and other Councillors were pleased with the progress made. The Clerk agreed to update Mrs. J. Beavis and Mrs. A. Weatherley. As a draft PID had been prepared funding was not necessary.

230. **To consider a 'Pop-up' shop at the former Nat West Bank building**

Miss. L. Parkin had previously circulated a report to Councillors, which accompanies the minutes as appendix 4. Mr. A. Prill strongly supported the proposed 'Pop-up' shop and volunteered to help as did Mr. D. Holmes. Mr. R. Volkwyn expressed a reservation because there are no empty shops in the village, where the proposed 'Pop-up' shop could eventually move to. A working group comprising of Miss. L. Parkin, Mr. A. Prill and Mr. D. Holmes was appointed to meet and consider a few bullet points. They will also ask for access to the building for measurements and to assess its current condition although under the S106 agreement provision had been made for renovation.

231. **To consider action arising from an increase in dog fouling in SH**

In the absence of Ms. S. Glen this item was deferred to the next meeting.

232. **Correspondence and emails**

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

233. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment together with two additional accounts from Second Nature Tree Service for (a) repairs to wall in the car park £500 and (b) demolition of another wall in the car park and tarmac surface £500 amounting to a total of £1,000. It was proposed by Mr. D. Holmes, seconded by Mrs. G. Massey and carried that the accounts are paid.

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

a) **Allotments**

Mrs. E. Jones considered that the Woodyard at Station Road, which is for sale, would make a good site for allotments. Councillors reported that they had been in communication with the owner for several months.

b) Swan Chase

Mr. A. Prill reported a footpath sign was laying on the verge in Swan Chase. The Clerk reported that he had repeatedly asked ECC Highways to remove it and had even shown it to Mr. D. Finch on 13th November 2014. He agreed to chase ECC Highways and Mr. Finch again.

c) Alderford Street

Mr. Prill reported parking obstruction in Alderford Street, which was making the street very narrow and causing difficulties for access for emergency vehicles and the dustcart. Mr. A. Law explained that residents were pleased that large vehicles were not getting through. It was agreed to place this item on the agenda for the next Transport and Highways meeting.

d) Paths

Mr. P. Sarel reported upon overgrown paths and will send the Clerk a list.

e) Essex Police

Mr. D. Holmes reported that Traffic Officers in Essex Police were being reduced by 71%.

f) Dairy forecourt

Mr. R. Volkwyn reported rubbish on the forecourt of the former dairy and asked if the owners can erect a fence to prevent parking and rubbish on the forecourt.

g) Alderford Mill Gates

Mr. A. Law reported that the floodgates at Alderford Mill had been left open for four months allowing the river to run at its natural level. There had been no complaints about the gates being left open.

There being no further business the meeting closed at 9pm.

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(Date)

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(Chairman)