



Castle Hedingham Parish Council

Claire Waters, Parish Clerk

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NOTICE OF MEETING

Dear Councillor: You are summoned to attend an Ordinary Meeting of Castle Hedingham Parish Council on **Monday 14th April 2025 at 6.30pm at Castle Hedingham Club, Church Lane** for the purpose of transacting the business set out on the attached agenda.

Signed: *Claire Waters*

Clerk to the Council

Date: 8th April 2025

The public and the press are cordially invited to attend

AGENDA

1. APOLOGIES FOR ABSENCE

2. MINUTES OF THE PREVIOUS MEETING

2.1 To approve as a correct record the minutes of the Ordinary Meeting on 10th March 2025

3. DECLARATIONS OF INTEREST

Councillors to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests relating to items on the agenda

4. PUBLIC FORUM

15 minutes of public participation. 3 minutes for each contribution

5. PROGRESS CHECK

Village maintenance issues and update on actions from last meeting

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

Update on Highways & Footpath issues and any new problems to report

7. REPORTS

7.1 Police/Neighbourhood Watch. <https://castlehedingham-pc.gov.uk/neighbourhood-watch-police/>.

7.2 Essex CC report – Cllr Schwier's updates are at <https://castlehedingham-pc.gov.uk/category/news/>

7.3 Braintree DC reports – including any Wethersfield Airfield updates.

8. PLANNING

Applications received: decisions to be ratified

25/00524/TPOCON Notice of intent to carry out works to trees in a Conservation - (T1) Apple tree, remove the tree and grind the stump.

Dresden Pottery Lane CO9 3EU

Comment due by 10th April 2025

25/00538/TPOCON Notice of intent to carry out works to trees in a Conservation Area - T1 Leylandii - Remove to ground level.

8 Church Lane CO9 3DA

Comment due by 11th April 2025

Applications received: including any received after publication of the agenda

25/00475/VAR Variation of Condition 2 of (Approved plans) and Condition 7 (Vehicle Parking) of approved application 22/00732/FUL granted on 13/05/2022 for the erection of a two-storey medical centre with allocated parking. Variation would allow a change in design.

Land North Of Osier Way Sible Hedingham

Comment due by 15th April 2025

25/00389/LBC & 25/00422/HH Replacement all 36no existing timber-framed windows with new timber framed double-glazed, flush casement windows and 2 glazed doors. The replacement of the modern balustrade on hallway with a simple timber balustrade, internal rearrangement of the family bathroom and removal of the built-in airing cupboard.

23 Bayley Street CO9 3DG

Comment due by 25 April 2025

Applications determined - None

9. FINANCE

9.1 The monthly payments to be approved for authorisation and monthly bank reconciliations checked

9.2 To note the Year end bank reconciliation and review reserves in line with the Reserves Policy

9.3 To note updated guidance on the Annual Governance Statement in the 2025 Practitioners Guide

10. VILLAGE EVENTS 2025

Update on plans for the following events and decision on any budget, roles and responsibilities:

10.1 VE Day Thursday 8th May

10.2 St James Fair Saturday 26th July

10.3 Folk Festival Saturday 6th September: To approve use of the Village Park for entertainment

11. HEDINGHAMS PARISH MAGAZINE

To consider a request from the Parish Magazine editor to pay for the cost of pages for the Castle Hedingham Parish Council minutes in the magazine.

12. MEMORIAL HALL

12.1 Castle Hedingham Club: Update on drain repairs needed.

12.2 Village Hall: To note with thanks the monthly accounts. Update on disabled space surface repair

12.3 Ruffles Yard wall: Update on wall repair

13. VILLAGE PARK AND COMMUNITY ALLOTMENT

13.1 Village Park: To consider any quotes received for “talk tubes” to be financed from S106 fund

13.2 Community Allotment: Report and future plans. Weekly sessions are on Tuesdays 10am to 12 noon

14. CEMETERY

14.1 Grave EROBs re-gifted: To note with thanks the donation of the Exclusive Rights of Burial for two pre-purchased grave plots that are no longer required. It is proposed that when these plots are resold, and the funds used to create a memorial for the infants area in the old section of the cemetery at Sheepcot Road.

14.2 Memorial inscription: To ratify a decision made by the Burial Board to approve a Memorial inscription that only gives the first name of the deceased. The full name and an explanatory note are in the Burial record

15. CORRESPONDENCE TO NOTE: -

RCCE: Climate Change Survey questionnaire – requesting feedback to understand what advice is needed and how best to deliver it to Parish Councils

16. AGENDA ITEMS FOR NEXT MEETING – Annual Parish Council. Annual Governance & Accountability

17. NEXT MEETINGS

Monday 12th May 2025	6.30pm	Annual Parish Council	Castle Hedingham Club
Monday 19th May 2025	7.00pm	Annual Parish Assembly	Village Hall

Councillors:	Cllr Julia Allen	Cllr Penny Doe	Cllr Will Dover
	Cllr Beverlee Foulkes	Cllr Mike Hemes	Cllr Phil Jones
	Cllr Stuart Mowle	Cllr Andy Smith	Cllr Garry Southgate

Copy to: **County Councillor:** Cllr Peter Schwier

District Councillors: Cllr J Beavis

Cllr W Taylor