



Castle Hedingham Parish Council

Claire Waters, Parish Clerk

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NOTICE OF MEETING

Dear Councillor: You are summoned to attend the Annual Meeting of Castle Hedingham Parish Council on **Monday 9th June 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: 2nd June 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 Annual Meeting on 12th May 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

5.1 To note reduced Village Maintenance support due to change in personal circumstances.

5.2 St Nicholas Churchyard: to note planning application to prune TPO protected yew trees at Falcon Square

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: to include any received after publication of the agenda

25/01167/TPOCON Works to trees in a Conservation Area: T1 Yew- Crown reduce by up to 1m.

The Old Vicarage 15 Queen Street CO9 3EZ

Comment due by 20th June 2025

Applications determined

25/00422/HH & 25/00389/LBC 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

Application REFUSED

25/00097/FUL Erection of an outdoor classroom, stairs and an access ramp.

De Vere Primary School Kirby Hall Road CO9 3EA

Application PERMITTED

9. FINANCE

- 9.1 The monthly payments to be approved for authorisation and monthly bank reconciliations checked
- 9.2 To note publication of Notice of Public Rights to view the accounting records from 4th June to 15th July
- 9.3 To note Internal Audit completion on 4th June 2025, and plan any actions necessary
- 9.4 To note new monthly plan for Parish Clerk phone, £16.20 + VAT per month with £1.80 annual increase.

10. MEMORIAL HALL – Electric Vehicle Charging

LEVI Project Collaboration with ECC-to consider signing and returning a collaboration agreement to ECC by the 11th of July to have the Memorial Hall car park included in the list of locations named in the tender documents that suppliers will bid on. This does not guarantee an EV charge point installation, but it will mean that suppliers can assess the site and submit bids with these locations in mind. Further sites can be added later for other authorities who need more time before agreeing to the terms of the proposed collaboration.

11. CASTLE HEDINGHAM PAROCHIAL CHARITIES

To nominate two Trustees. Both Brenda Beadle and Simon Daw come to the end of their current four year term in June, so the Trust needs nominations for a further four year period. Both are happy to serve again.

12. VILLAGE EVENTS 2025

Update on events and decision on any budget, roles and responsibilities if needed:

12.1 St James Fair Saturday 26th July

13. VILLAGE PARK AND COMMUNITY ALLOTMENT

13.1 Village Park: Update and review of annual RoSPA Play inspection report if available.

13.2 Community Allotment: To note financial reports and end of grant funding

14. REWILDING AREA NEW PARK

14.1 To consider possible creation of an above ground outlet for the spring at the old St James Well site

14.2 To plan summer to autumn care and maintenance of the rewilding area

15. CORRESPONDENCE TO NOTE:

Transport East: Travel Behaviour Survey report for Essex published and circulated to Councillors

EALC: Statement to the Membership regarding changes to staff and premises at the Association

16. AGENDA ITEMS FOR NEXT MEETING

17. NEXT MEETINGS

Monday 14th July 2025	6.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 11th August 2025	6.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 8th September 2025	6.30pm	Ordinary Parish Council	Castle Hedingham Club

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