



Castle Hedingham Parish Council

Claire Waters, Parish Clerk

Tel: 07845 056597

email: clerk@castlehedingham-pc.gov.uk

NOTICE OF MEETING

Dear Councillor: You are summoned to attend the Ordinary Meeting of Castle Hedingham Parish Council on **Monday 11th August 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: 4th August 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 14th July 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

6.1 Nunnery Street bridge: Works are planned for September including carriageway patching and replacing fencing <https://one.network/?GB143593291>

6.2 Station Road bridge: an update on works due to start in August has been requested from Cllr Schwier

7. REPORTS

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

Pavement Parking New Park: The clerk continues to liaise with New Park residents and PC James Draper on complaints about the pavement being blocked by parked vehicles.

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. Latest WASC minutes & financial reports and details of a Home Office liaison meeting via MS Teams have been sent to Councillors.

8. PLANNING

Applications received: to include any received after publication of the agenda

None

Applications determined

25/01309/LBC Replacement of the modern balustrade with a sympathetic timber design., internal reconfiguration of the family bathroom., removal of the modern built-in airing cupboard & repairs to basement ceiling and deteriorated brickwork.

23 Bayley Street Castle Hedingham Essex CO9 3DG

Application PERMITTED

Planning Enforcement:

25/00189/COU3 Land Behind 118 Nunnery Street. A planning application is due to be submitted to Braintree Planning. Once the application is received and validated, consultation requests will be issued as usual.

25/00282/UBW3 Old Woodyard Station Road. The Parish Council has submitted an enforcement enquiry

9. FINANCE

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

9.2 To approve and sign the Small Lottery Licence return for St James Fair raffle. The £569.00 raised will go to Kinder Essex Braintree for a village afternoon tea, 2-4pm on Wednesday 29th October at the Memorial Hall.

10. PUMP HOUSE AND LAND, NEW PARK

Braintree District Council is proposing that ownership of the Pump House and associated land at New Park be transferred to the parish. It is currently leased from BDC at a cost of £30 per year. The next step will be for the clerk to discuss draft terms with the BDC Head of Property Asset Management prior to sharing the information with Councillors. Residents can contact clerk@castlehedingham-pc.gov.uk to share their views

11. ST JAMES FAIR

Report on event and proposed plans for St James Fair, Saturday 25th July 2026

12. CASTLE HEDINGHAM CEMETERY FEES 2025-2026

To review the current cemetery fees and consider the option of an inflationary increase from October 2025

13. PAY REVIEW 2025-2026

13.1 To resolve to exclude members of the public and hold the item “in camera” due to discussion of confidential staffing matters

13.2 To consider a Pay Review report together with the recently published Local Government Pay award recommendations. To decide on staff pay awards for 2025-2026, backdated to April 2025

13.3 To consider an employee request to adjust contract terms.

14. CORRESPONDENCE TO NOTE:

Braintree Association of Local Councils: Request to Parish Councils to re-join BALC, with a discounted annual membership for the first year. The next BALC meeting will be on 17th September 2025.

New Park Street Lights: Resident request to reconsider reinstating the energy supply to the street lights

15. AGENDA ITEMS FOR NEXT MEETING

16. NEXT MEETINGS

Monday 8th September 2025	6.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 13th October 2025	6.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 10th November 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