



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 8th June 2026 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: 1st June 2026

The public and the press are cordially invited to attend

AGENDA

1. APOLOGIES FOR ABSENCE

2. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the Annual Meeting on 11th May 2026

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 Public Toilets: To note new timed access locks and cleaning arrangements in place. The current opening times are set at 8am to 4pm. Later opening is available for specific occasions by prior arrangement. The disabled toilet continues to be accessible 24 hours.

5.2 Memorial Hall car park repair: This will probably be in the 2nd or 3rd week in June, date to be confirmed

6. HIGHWAYS & PUBLIC RIGHTS OF WAY

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

6.1 Essex County Council: To note declaration of pothole emergency and prioritisation of repairs including pavements. All issues can be reported at <https://www.essexhighways.org/tell-us>

6.2 Sudbury Hill: Drainage problems, report ref 4036202 is still not resolved and has been chased up.

6.3 Sheepcot Rd: junction with Queen Street. Residents reported observing damage to road surface by unloading of digger equipment, clerk advised reporting direct to Essex Highways by calling 0345 603 7631

6.4 Sudbury Rd: To note Castle Hedingham sign has finally been replaced, report ref 2787356

7. REPORTS

7.1 Police/Neighbourhood Watch Police updates and weekly Neighbourhood Watch newsletters are published at <https://castlehedingham-pc.gov.uk/neighbourhood-watch-police/>

7.2 Essex CC report

7.3 Braintree DC reports Latest information and links to the BDC website for the Waste collections from June 1st are at <https://castlehedingham-pc.gov.uk/bdc-waste-service-review-information-for-residents/>

8. PLANNING

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

26/01093/HH & 26/01094/LBC Replacement doors and windows and rebuilding of bay window roof.

23 Bayley Street CO9 3DG

Comment due by 16th June 2026

Applications determined

26/00769/TPOCON Notice of intent to carry out works to trees in a Conservation Area: Sequoia (T1) Fell the tree to a stump-The tree is located very close to the boundary wall and neighbouring garage. The wall has moved and will continue to get worse, if the tree is left.

Binghams Pottery Lane CO9 3EU

No objections raised

9. FINANCE

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

9.2 To note VAT reclaim of £1049.21 from December 2025 to March 2026 has been received from HMRC

9.3 To consider the renewal of the old www.castlehedingham.org domain name or potential transfer to another village organisation

10. ST JAMES FAIR, SATURDAY 25th JULY 2pm - 5pm

Update on planning for St James Fair 2026, including approval of any budget needed.

11. VILLAGE PARK AND COMMUNITY ALLOTMENT

11.1 Village Park: To note the 2026 RoSPA play inspection report & recommendations and agree actions.

11.2 Community Allotment: To agree dates for a review meeting with allotment leaders & representatives.

12. PUMP HOUSE AND NEW PARK LAND

12.1 To consider any correspondence from Braintree District Council on Community Asset Transfer

12.2 To review parking issues on pavement and grass area and possible further action to be taken

13. STAFFING MATTERS

13.1 To resolve to consider this item in private due to personal staffing matters for discussion.

13.2 Assistant Clerk & RFO role: To consider potential role, candidate and contract details.

14. CORRESPONDENCE TO NOTE:

- **Hedingham Medical Centre:** Formal approval to progress has been granted by the NHS Essex ICB. See <https://castlehedingham-pc.gov.uk/hedingham-medical-centre-development-update-27th-may-2026/>

- **The Hedinghams Parish Magazine:** To note the retirement of Alison Lilley as Parish Magazine editor in March 2027. A new volunteer editor is being sought to work with Alison during a handover period and ultimately take over the editor role. Alison's work over many years has been of great value to the Hedinghams

15. AGENDA ITEMS FOR NEXT MEETING

16. NEXT MEETINGS

Monday 13th July 2026	6.30pm	Ordinary Parish Council	Castle Hedingham Club
Monday 10th August 2026	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 Nathan Robins

District Councillors: Cllr Jo Beavis Cllr Wendy Taylor

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