



Minutes of Dedham Parish Council

Annual meeting

11th May 2026 6:30pm at Duchy Barn

Attendees: Cllr Bourn, Cllr Sneddon, Cllr Harrison, Cllr McLaughlin, Cllr Beeton, Cllr Haines, Cllr Halsall, Cllr Main, Cllr Andrews.

Present: Clerk: Carol Harbach
6 Members of the public

26/026 Election of Chairman (sign Declaration of Acceptance of Office)
Clerk asked if there were any nominations for the position of Chair.
Cllr Bourn was proposed by Cllr Harrison and seconded by Cllr Sneddon All agreed.
Declaration of Acceptance of Office was signed.

26/027 Election of Vice chairman (sign Declaration of Acceptance of Office)
Cllr Beeton noted it was not statutory to have a vice chair and it is possible to run the council without a vice chair. This was discussed further. Cllr Beeton proposed not to appoint a vice chair Cllr Halsall seconded. This can still be discussed at a later date. Vote 6 yes 3 abstained. Motion agreed

26/028 Confirmation of councillors to confirm consent for sending of council summons and agendas via email
This agreement is for all the councillors to confirm their consent to receive summons and related paperwork via email.
All agreed.

26/029 Welcome and apologies of absence.
Cllr Bourn welcomed everyone to the meeting.

26/030 Declaration of Members Interests
Cllr Halsall declared an interest in a planning item later in the agenda.
No other declarations were declared.

26/031

Public Open Forum (maximum 15 mins)

Cllr Bourn asked the residents that were present to keep their questions to urgent questions only as this is a very long agenda and the residents meeting is next week where they can ask lots of questions if they wish too.

A resident stated that could we have a no cycling sign along the Drift due to nearly being knocked by a bike the previous week. This was discussed further and it was thought a sign would help to be aware of cyclists. The Drift is also used for children to travel to school. The school will be contacted to see if they want to design a sign regarding this.

Action Clerk

A resident asked if we can all adopt the same policy about respect for each other and treat people accordingly towards both councillors and residents.

Action: Chair will review existing policies and ensure they fully address this point.

A resident stated that they had attended a fete village locally and saw how this brought the community together and asked if we can have a fete in 2027 during the summer. The Christmas fete and Fun run organisations would also like to be involved. The resident was asked to send a proposal to the council so it can be looked at in more detail.

Action: Council to discuss further at next meeting

Dog waste in the village is still a problem.

26/032

To approve the minutes of the last meeting (13th April 2026)

Last year's Annual meeting minutes were agreed at the June 25 meeting.

Minutes of DPC Meeting 13th April 2026 - These were circulated to the council prior to this meeting and proposed by Cllr Haines and seconded by Cllr Harrison All agreed.

26/033

Matters arising from these minutes:

- Including Munnings and Constable update
Munnings - Oral History project underway at the moment.
Constable – Dedham event posters are around for the event on July 11th. It was also noted events are planned in East Bergholt in June.
It was suggested that the film on Turner and Constable would be good to show in the village.
Action. Cllr Main to contact people responsible for running the film clubs.
- Sports Club
AGM is on May 12th and it was agreed that 5 councillors would be involved in planned strategy meeting between the Parish Council and the Sports Club.
- Yellow line Brook Street and Stratford Road –
Cllr Beeton reported that Brook Street yellow lines there was not a lot we can do about this and had been confirmed with NEPP.

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- Bus conversation between CCC and companies re bus routes
Cllr Beeton has written to the company but has not yet heard back.
- Speed strategy
The consultation has now concluded and we await the results.
- VAT Claim been submitted by Clerk
The Clerk had submitted this to HMRC and we received the payment back on the 5th May for the full amount claimed of £11,727.82.
- AD Mitchell electrical works update so invoice can be sent if completed
Works to be completed next week.

26/034 Parish Plan discussion

Cllr McLaughlin updated the council on the Parish Plan. We have received responses from businesses, clubs and residents and the outcomes of this will be circulated for the next meeting.

Action: Cllr McLaughlin

26/035 Patients group update

At the last meeting it was suggested to have a representative from the council at the patient's group at the Doctors Surgery and Cllr Harrison offered to take up this role. Cllr Harrison was thanked for undertaking this for the council. Cllr McLaughlin informed the council there is a government initiative to move things back to community services from hospitals in the future such as chemotherapy, maternity checks etc Cllrs McLaughlin and Harrison will work together on this to discuss in the future.

Actions: Cllrs Harrison and McLaughlin.

26/036 Finance, standards and Procedures report

036.1 To approve payments in accordance with the 26/27 Budget.

Lifestyle Leisure Products Ltd -

Hydraulic pool table lifter for Sports Club	£399.00
Warden invoices for April 26	790.50
Village Warden May	399.00
Essex County Council – oral history project Munnings	377.80
Clerks Salary – April 26	595.00
HMRC Tax/NI	197.79
Dedham Works Social Media works	150.00
EALC/NALC Affiliation fees	567.29
M. Rich Playground inspections April 26	200.00
Moser Groundcare – grass cutting on fields	1,408.42
C. Harbach – mileage	31.20
C. Harbach reimbursement for postage to HMRC VAT	5.30
DPCC - Duchy Barn Hire	60.00
Essex County Council Essex Legal Services	3,828.00
Social Bay website support	480.00
Social Bay email address for Cllr Beeton	138.24

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£9,618.54

Proposed Cllr McLaughlin seconded Cllr Beeton All agreed.
Cllr Harrison had been in conversations with Essex Legal Services regarding the invoice for their works regarding the challenge from Dedham Vale Society of the lighting in the Drift which was undertaken 5 ½ years ago.
Cllr Harrison had managed to get this invoice reduced from £5,630.88 to £3,828.00 (both figures incl. VAT). Cllr Harrison was thanked for his work on this achievement in the reduction of the invoice for the council.
It was agreed that DPC would now pay this reduced invoice in June.

Insurance cover – There was a need to review some policies particularly those that involve the Sports Club. Amendments to the polices are being discussed with the insurance company.

Policies will be reviewed in June that are due.

26/037

Planning report recommendations on planning applications listed below:

No Planning group meeting this month, discussion of planning at this meeting
037.1 Planning Applications – Observations conveyed under delegated authority since last meeting.

260535/6 - Little Georgian House, 5 Royal Square, Dedham Colchester CO7 6AA

Replacement of 8 no. sashes to 5 no. windows to front elevation with new single glazed timber sashes to match existing.

DPC Comment: No comment

260616 - Petalo Lodge, Boxhouse Lane, Dedham Colchester CO7 6HZ

Alterations to frontage wall to reduce to 1 metre height with the introduction of trellis and pier detailing on the wall to match the existing to the south and realignment of entrance gates and rebuilding of piers

Cllr Halsall declared an interest in this item

Action: Cllr Bourn agreed to raise issues raised at the meeting with Planning Team at Colchester CC.

260362 - Mortimer House, Brook Street, Dedham Colchester CO7 6AD

Tree 1 Small declining Lawsons cypruss (*Chamaecyparis lawsoniana*) to be removed to ground level. Tree 2 Lawsons cypruss (*Chamaecyparis lawsoniana*) reduction in height by 10ft to the same height as the hedge 8ft.

Tree 3 Lawsons cypress.

DPC Comment: No comment

037.2 Planning Applications – Decisions received since last meeting

260143 - Lock Cottage, Mill Lane, Dedham Colchester CO7 6DH

Single storey extension to kitchen replacing existing extension and raised deck area

CCC Decision: Approve Conditional

26/038

Infrastructure

0.38.1 Dedham Old Boys football club and playing football on Sundays
A paper had been received from the Club and this had been circulated to the councillors prior to this meeting.

The football club wishes to run a Sunday team. The Council recognised the need for the club to raise more funds and that this will help. It was noted however that it would be helpful if latest policies on foul language were seen and also issue of parking. The Council were concerned that Sunday mornings are often busy with the church and occasional events. The Dedham Fun Run was discussed and some concerns were raised about its impact if there were Sunday football.

Action: It was agreed to clarify these matters at the planned joint meeting with the Sports Club.

NEPP and trading bay – Cllr Beeton is looking at the policy for use of the bay and parking tickets for this area and wording for the sign of the times the bay is not to be used and if it can be enforced and when, and how regularly.

NEPP preference was to have change of use for the bay and this will involve a consultation.

The Council agreed that this monitoring was preferable to the erection of bollards

A formal proposal will be brought back to next Council meeting.

Action: Infrastructure Group

26/039

Communications

0.39.1 Discussion on progress of website design

Cllr Sneddon updated the council on the website. It is virtually ready to be launched but further information and photos needed from several councillors
The logo was discussed and it was noted this had been agreed at a previous meeting.

The logo was agreed at the time and has cost money to produce and would cost more money to change again.

IT communication – it was pointed out that all councillors need to be using SharePoint for information and we need to all start to be using this in the future. Training sessions will be considered if councillors need help. Cllrs Harrison, Sneddon.

26/040

Election of Councillors for sub-committees

Finance, Standards and Procedures

Planning

Infrastructure / Community Relations

It was felt that there needs to be more discussion for members of these groups before they are agreed at the council, so this will be deferred until the next meeting and a discussion will take place within the council before then.

26/041

Clerk's Report

Cricket Club grant application has been received and will be circulated and on next agenda. **Action Clerk**

The council have been contacted by a man who would like to hold a cake and Cupcake sale for charity for a little girl who has cancer on the 25th May and is looking for somewhere to hold this and has asked if we can help.

It was suggested that Cllr Main contacts him to see if there is a contact at the sports club that may be able to help.

A letter from National Grid stating there is an accompanied site inspection visit available, registration by 14th May for visit 27th May 26 from Colchester Park and ride.

It was noted that Reform is now at Essex County Council after the election and this may have some consequences on a number of policies particularly those concerning climate change and the environment.

26/042

Training Events

0.42.1 Report on attended event

None reported as yet.

IT training and other training will be discussed next week

0.42.2 Nomination for new event

Clerk attending an event tomorrow

26/043

Closure of meeting

Chairman Closed the meeting at 8pm

Next Dedham Parish Council meeting 1st June 26 6:30pm

Signed

Cllr Bourn

Date