Minutes of Dedham Parish Council meeting
6:30pm 2nd November 2026

Duchy Barn, Dedham

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

Present: Clerk: Carol Harbach
17 Members of the public

26/149 **Welcome and apologies of absence.**
Cllr Bourn welcomed everyone to the meeting.
There were no apologies of absence.

26/150 **Declaration of Members Interests**
Cllr Beeton declared an interest in the playground.
No other declaration at the time.

26/151 **Public Open Forum** (maximum 15 mins)

A resident spoke about a retrospective planning application relating to Shelley Glebe Barn which has been submitted to Colchester City Council (CCC) pa 261752.

The resident gave more information on the application that he thought the council should be aware of. the development, which commenced in May 2026 without the necessary planning consent, it consists of a timber Nordic-style open grill cabin, designed to accommodate up to 10 people for wildlife watching and meditation.

A number of complaints have reportedly been received from local residents. These objections are expected to be published on the relevant website shortly.
The matter is due to be revisited and discussed again at a future meeting.
The Chairman will send in an objection to the planning department regarding this application.

Road surfaces on Stratford Road near Milsom's and end of Long Road East / Mill Hill where railways works were completed. It was explained that Mill Hill is under Tendring council and the resident will put an objection on the website about this to them. The Council will look at the Stratford Road site.

A resident thanked the council for looking into the road services in Princel Lane where a resident had recently fell off his scooter due to the potholes in the road. There had been reports of another resident who had an accident on Southfields due to potholes.
The Parish Council is logging these and other incidents which occur in areas that are covered by Highways but this is not the responsibility of the parish council. Cllr Beeton and another resident have had a meeting with ECC councillor Sara Naylor regarding the state of the roads in the area.
The priority areas for the council are the Drift and Princel Lane. Research has been done on this area and the council may be able to give the authority notice that works need to be completed, and Highways are then obligated to follow this up.
Another resident raised the state of the potholes in Southfields
Action Infrastructure Group to follow up
The footpath at top of Crown Street was also mentioned as this in a bad state of repair.
A resident raised the pre application for a new telephone mast and this is later on agenda,

26/152 **Approval of the minutes of the of 5th October and 26th October 2026**

These had been circulated prior to the meeting. Some amendments were requested and the 26th October 26 minutes will be circulated again.
5th October 26/131 once amendments completed Proposed Cllr Main seconded Cllr Andrews all agreed.
26TH October 26 minutes Cllr McLaughlin requested an amendment to be added.
This was to state the second letter should be agreed and sent back as the letter covered a second aspect to legal work, draft to be agreed then sent**.**
Action Council.
Once agreed proposed Cllr Harrison seconded Cllr Main.
Draft to be sent and agreed via email before being sent.
A log of correspondence will be sent up on an email spreadsheet and on SharePoint. **Action** Clerk to raise folder in SharePoint.

26/153 **Matters arising from these minutes including updates on Action points progress**

Letter to Munnings regarding hedge cutting has been sent.
Exercise equipment - resident was at meeting and will contact the chair.
NEPP papers requested regarding changes they are asking for by council

26/154 **Visitors Report (ECC and Colchester City Council)**

No Councillors present. Chair to write a letter directly to cllrs concerned.
Action Chair

26/155 Parish Plan update

Cllr McLaughlin gave an update of the parish plan.
The previous plan, together with the recently completed workshop and consultation, will provide the starting point for developing an updated Parish Plan moving forward.
Letters have previously been sent to local businesses and schools. The next stage will be to prepare a questionnaire, using the previous Parish Plan questionnaire as a starting point, to gather feedback on the priority's residents feel the Parish Council should focus on, and the areas for improvement.
The questionnaire should distinguish between matters that the Parish Council can directly influence and those where it has a more limited role.
Initial headings and areas for discussion include:
River and meadow, Speeding, Roads, traffic and parking, Planning, Environment & Conservation, Young people, Anti-Social Behaviour and Crime, Amenities and Parish Council Services, Local Businesses, Community Wellbeing

Cllr McLaughlin asked for support and comments on this for the Parish Plan.
Cllrs Main and Bourn offered to help Cllr McLaughlin.
The council will try and get this produced to be ready and distributed before Christmas anything that is produced will be circulated to all the councillors to make things transparent.

26/156 To approve the tender and budget of playground project – papers circulated to councillors

Cllr Sneddon circulated the proposed tender document for approval prior to this meeting. Cllr Sneddon introduced the item by giving a verbal update on steps that had been take to get to this point.

Cllr Sneddon was thanked for her work on this.

It was noted the Essex Association of Local Councils (EALC) were consulted on the process. There were differing views on the Council as to how the EALC response should be interpreted.

The location of the playground and its possible development being close to the football pitch was noted as there may be health and safety issues. It was confirmed that the tender process would require suppliers to identify and assess relevant risks, propose appropriate mitigation measures and demonstrate compliance with applicable playground safety standards.

Questions were raised about the suggested budget of 100k. It was noted that this was an indicative budget at this stage. This indicative budget was agreed.

It was noted that a similar process had been followed for progressing a playground project at Langham.

It was proposed by Cllr Sneddon and seconded by Cllr Bourn to start the process of publishing the tender document with an indicative budget of 100k.

Vote For 5- against 4 motion carried.

26/157 AI Policy discussion

This proposed AI policy had been circulated prior to this meeting and was deferred to the next meeting.

26/158 Finance, standards and Procedures report

158.1 To approve payments in accordance with the 26/27 Budget

Lockforce Locksmiths – a payment for a new lock and key safe was paid under H&S clerk delegation was made on the 13th October of £495.00

Village Warden Oct 26 invoice and materials	813.90
Clerk salary Oct 26	659.10
Mileage Clerk Oct 26	52.00
HMRC	164.80
Dedham Works Inv 66	150.00
Sage Grounds maintenance Oct 26	354.60
Moser Groundcare Oct 26	704.21
Moser Groundcare cutting of hedge in field	1,500.00
M. Rich playground inspections	250.00
DPCC Barn hire Oct 26	80.00
DPCC Rent use of playing field and public toilets	50.00
Dunmow training centre course S. Beeton	30.00
Dunmow training centre course for H. Main	234.00
EALC Bespoke training for cllrs 5/9/26	1,200.00
	========
Total	£ 6,242.51

Income:	£ 97,762.06	Balance in account:	£307,616.38
Expenditure:	£ 56,047.58		£1,000.00
			==========
		Total	£308,616.38

The Clerk has chased the Car park payment and a payment of £25,711.39 should be received either this or next week from NEPP.

Reconciliation figures- budget comments

Expenditure- £2000 insurance overspend -for increase in fidelity cover

Legal and professional fee overspent due to legal issue cost re football club. An Essex Legal Services belated invoice (5 yrs) from ECC legal fees that was unexpected. Rest of expenditure is on course with budget

158.2 Grant applications: these have been circulated to councillors prior to meeting

a. Christmas Market, Dedham Fun Run update from last meeting
grant request £3,467 from School £8,541 from Fun Run -=£12,008

Cllrs raised issues concerning ways in which funds could be donated to the Primary School. They also raised whether the school could help with ongoing car parking issues in the village.

It was further noted that the funding the school required covered a number of areas.

It was noted that the school makes a significant contribution to the village.

It was proposed that the 2 grants be approved. Proposed by
Cllr Sneddon and seconded Cllr Harrison.

Vote: 6 For 3 against motion agreed.

Cllr McLaughlin made a declaration of interest as his wife is a governor at the school.

b. Church grant applications request £3,000

The accounts had not been seen by the council and a resident present gave a copy of these to Cllr Harrison. This item was then deferred to the next meeting and Cllr Harrison will make a recommendation to be sent round via email after analyse of the accounts. Cllr Bourn offered to meet the Church wardens regarding the churchyard

c. Village Residents Christmas Meal grant request £1,200

This was Proposed by Cllr Andrews seconded Cllr Sneddon all agreed.

d. Stour River Trust grant request £2,256

This was agreed in principle to be finalised via email.

26/159 Planning report recommendations on planning applications listed below:

26/159.1 Update from Planning meeting 2nd November 2026- deferred

26/159.2 Local Plan comments submitted - deferred

26/159.3 Planning applications since last meeting:

261728 - Loke End, High Street, Dedham Colchester CO7 6HJ

T1 - Sweet Chestnut - Crown reduction by up to 40% due to multiple failed limbs over the last 12 months

DPC Comment: No comment

261849 - Hegeston, Long Road West, Dedham Essex CO7 6ES

Variation of Condition 2 of planning permission 242072 by replacing approved drawing 0216-A-200 with Drawing 9216-A-200submitted with this application, showing the natural slate roof covering. Approved drawings 0216-A-001 and 0216-A-002.

DPC Comment: No comment

261752 – Shelley Glebe Barn, Grove Hill, Dedham Colchester CO7 6DT

Retrospective application for the retention of an existing timber shelter measuring approximately 4m + 4m and its associated timber deck measuring

approximately 9m + 5m, together with the change of use of the small area immediately around them.
The comments from residents that were raised earlier this evening were discussed and the council will be changing its view and will be putting in an objection to this application. The comments of the notes from the resident will be sent to the chair. The objection submission was agreed by council. The draft will be completed and submitted by the Chair to CCC planning department.
This will also be raised in the meeting with the planning officer and the question asked why was this not reacted to when first applied for by CCC.

LATE APPLICATIONS AFTER POSTING OF AGENDA

This was on the CCC Planning website but the parish council had not been informed by the planning department.
The consultation date was until the 31/10/26

261865 - land at Ellco Agricultural, Gun Hill House, Gun Hill, Dedham Colchester CO7 6HP
Proposed telecommunications base station.
This was discussed and this application will be put on the website and social media so residents can comment on this. The council will be putting in a support comment from DPC to the council (CCC) planning department. Cllr Bourn will write a comment and place it on the CCC website.

26/159.4 Planning decisions since last meeting
261498 - 4 Church View, Long Road West, Dedham, Colchester, CO7 6EX
Installation of a roof-mounted solar photovoltaic (PV) system
CCC decision: Approved conditional
261459 - Hillside, The Heath, Dedham, Colchester, CO7 6BU
Proposed singe storey rear extension
CCC decision: Approved conditional

26/160 Infrastructure

160.1 Report from Working Party meeting 28th September 2026
On the last day of the school term there was going to be a meeting of the school children which was an issue in the past as this is the day the field maintenance is carried out.
It was suggested that if there is any future event of a large group of children with a teacher that the infrastructure group were informed so people will be safe. It was noted that this was not an event organised by the school but groups of parents who met at the field on the last day.

160.2 Essex Youth Services - Service Level Agreement 26/27 - to be discussed and approved.

This had been circulated prior to this meeting. This was discussed further and was proposed Cllr Harrison and seconded by Cllr Andrews all agreed.

160.3 Dedham Sports Club / Tennis Club Separate Electricity Supply
To consider and approve, in principle, the provision of a separate electricity supply to the Tennis Club, with detailed costs and funding arrangements to be presented for separate Council approval at a future meeting.

This proposal was agreed in principle with details to follow
Proposed Cllr Harrison seconded Cllr Andrews All agreed

160.4 To approve and agree a new lock for Royal Square end barrier to the Drift
Proposed Cllr Main seconded Cllr Bourn All agreed

160.5 Sports Club working party: To receive update from Chair
Deferred

160.6 Trading Bay: To note that further correspondence has been received by NEPP which requires discussion (in accordance with previous DPC minute)
Cllr McLaughlin asked if the risk assessment sent to DPC by NEPP explaining why NEPP did not believe it was safe to use the current bay in Royal Square could be circulated to all Councillors because he had not Seen it. Until he had seen the NEPP risk assessment, so that he could Take an informed view, he did not want to be associated with any Council decision to continue to use the current bay.
). In the meantime, DPC is unable to consider any new applications for use of the bay.
A meeting is to be arranged with NEPP to discuss the questions raised by them.
Action: It was agreed that relevant material should be circulated to councillors.

160.7 Memorial tree: contact has been made with Barcham trees who are investigating decision to fund. deferred

160.8 Mobile mast: See previous section under planning

160.9 Village benches: to report new application from resident for a memorial bench along the Drift for parents in conformity with approved DPC policy: to be self-funded. Recommended for approval. Proposed Cllr Beeton seconded Cllr Harrison All agreed.

160.10 New speed signs: to report discussions progressing with police and possible recommendation to follow for one new sign to commence.

Deferred

161.11 Repair and renovation of village sign: to note agreement reached with Dedham Art Club to undertake work and to support donation in recognition

Deferred

161.12 Padel Working Party: update

Deferred

161.13 Village roundabout: to note concerns about condition of existing roundabout and possible action consequent upon received advice on repair.

Concerns about the condition of the existing roundabout have been raised and it was agreed to take the roundabout out of service until an investigation of costs of repair are finalised.

161.14 Village footpaths: to note concerns expressed by some residents on outcomes this year and to review policy and processes along with potential to retender for next year.

Deferred

161.15 To note that the Chair had attended an EALC training session on responsibility for managing condition of our War Memorial and to note that no further action was proposed at present other than to pursue discussions with Co-op about the impact in summer of their selling of slushes.

Deferred

26/161 **Personnel Committee**

26/161 report of meeting
Deferred

26/162 **Communications**

To report on progress of website development
Deferred

26/163 **Training**

Training requirements to be given to clerk
Deferred

26/164 **Clerk's Report**

Deferred

26/165 **Next meeting**

Meeting closed at 8:30pm
Next council meeting Monday 7th December 2026

Signed …….

Cllr Bourn

Date …….