

CASTLE CAMPS PARISH COUNCIL

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MINUTES

FOR MEETING HELD ON THURSDAY 10TH JUL 2025 AT 7.30PM IN CASTLE CAMPS VILLAGE HALL

PRESENT: Sue Herbert (Vice Chairman), Clive Germany, Chris Basham, Terry Chapman, Dan Hoddinott, Lindi Kent & Roy Harper
In attendance: Melanie Laing (Parish Clerk) & 1 Parishioner

The meeting started at 7.40pm

1. Apologies and reasons for absence. Cllr Biggs sent apologies for family commitments, Cllr Smith sent apologies for health reasons. Apologies accepted

2. Vice Chair signed declaration of acceptance of office

3. Approve minutes of meeting Planning meeting 10th Apr 25, proposed Cllr Kent, seconded Cllr Hoddinott. Annual Council meeting 8th May 25, proposed Cllr Hoddinott, seconded Cllr Kent. Planning meeting 12th Jun 25, proposed Cllr Herbert, seconded Cllr Hoddinott. All Minutes were agreed separately and signed

4. Declarations of interest. None

5. District and County Council items of interest. None

Monthly reports received

6. Parishioners Question Time. None

7. Planning

7.1 Parish Council

Reference	Address	Proposal
25/02291/HFUL	31 Claydon Close	Single storey rear and side extension..
Decision	All Cllrs support this application	

7.2 District Council

Reference	Address	Proposal	Status
24/00309/FUL	2 Park Lane	Appeal against refusal of permission Erection of a two storey extension to side of dwelling to form a three bed dwelling. (Use Class C3)	Permission to build granted
25/00208/CLUED	East View Haverhill Road	Certificate of lawfulness under S191 for an existing change of use to garden land.	Awaiting decision
25/0351/TTCA	Harvest Cottage The Green C Camps	Work to trees Prune Sycamore, Acer and Leylandii by 1-1.5m in height	No objection
25/0396/TTCA	Corner House Park Lane	Remove 2 cherry trees. Reduce limbs of apple tree overhanging the footpath by 2 metres.	No objection
25/01851/HFUL	The Cedars Haverhill Road	Single storey front and side extension	Awaiting decision
25/01673/HFUL	Meadowview Cottage High Street	Detached timber garage / store.	Granted 4/07/25

7.3 Planning queries - none

8. Matters Arising – For information only

8.1 Road safety activity – Speedwatch – no update. MVAS is operational and being moved around the village DH
8.2 PC website change to .gov – no update SH

9. Matters for the council to discuss / vote on

9.1 Extending Village Hall Car Park – update none JB/CS
9.2 War Memorial -, Cllr Kent proposed a full clean & repainting of lettering £2310 inc vat by Luxsigns Ltd, seconded Cllr Chapman. All present agreed. **ACTION** Cllr Herbert to book work SH
9.3 Cllr Kent shared information of Norden's coppicing of trees along byway to create hedging as carried out previously LK

9.4 Ditch on Rec nr Chapel needs clearing. Garden rubbish is being put in ditch again. Decision made to ask Country Gardens & Landscapes to quote to clear ditch and cut back scrub. PC will then put up new signage **ACTION Clerk** to request quote. Cllr Germany will meet Alex if needed CG

9.5 Spring water on Bartlow Rd. Pavement is going green and slippery. At previous meetings with Highways/Water there was discussion of putting dye in nearby wells to try and identify where water is coming from. Cllr Hoddinott will attend any onsite meeting. **ACTION Clerk** to follow up with Henry Batchelor DH

9.6 Memorial bench for Michael Prentice – idea for semi circular seating to go half way round the oak tree on the Green. Community involvement by raising money towards the bench. Cllr Hoddinott has spoken to the family who agree to move forward. Article to go in Camps Review. **ACTION Clerk & Cllr Hoddinott** (remove dead tree at back right on Green) DH

9.7 Overgrown verges along Bartlow Rd, Castle Meadow. Resident has bought up how verges are looking very overgrown. **ACTION Clerk** to contact John Batchelor + planning Clerk

10. Public Rights of Way RH

10.1 Identify landowners and boundaries in Parish to know who's land the footpaths cross. Cllr Harper will work with Russell Kent to complete.

10.2 Collect info on unmarked paths – PC will liaise with landowners and provide marker posts where they are missing

11. Recreation Ground

11.1 Seating area - pending CS
 11.2 Multisport weeding & cleaning - quotes - pending Clerk
 11.3 New play area inspection company – awaiting quotes Clerk
 11.4 Play Area sign for VH driveway – pending SH

12. Finance The Clerk

12.1 Receipts - none

12.2 Payments since last meeting

Date	Payee	Item	Amount
21/5	M Laing	Clerk wages Mar & Apr	On request
21/5	CommuniCorp	Subscription renewal	15.50
21/5	PCC All Saints	Grant request towards Graveyard Maintenance	200.00
21/5	CC Village Hall	Hall hire – VE Day celebrations	110.00
21/5	CC Village Hall	Hall hire – Feb & Mar meetings	30.00
21/5	Zurich	Council insurance	625.27
27/5	C Swan	Software for Website	54.98
27/5	Red Side Up	C Review printing – May 25	253.00
31/5	Unity Bank	Service charge	6.00
6/06	M Crawley	VE Day Bouncy Castle	120.00
6/06	M Laing	Clerk wages May	On request
6/06	Country Gardens	Grass maintenance - May	751.20
30/6	Unity Bank	Service charge	6.00

12.3 Payments to be agreed

Payee	Item	Amount
Society of Local Council Clerks SLCC	Membership	110.00
CC Village Hall	Hall hire Apr, May, Jun + Jul	88.00
M Laing	Clerk wages June	On request
Age UK	Small Villages Warden	400.00
Chapel	Grant towards Graveyard Maintenance	200.00
SCDC	Bin Emptying Apr 2025 – Mar 2026	259.20

Payments above were proposed by Cllr Herbert, seconded by Cllr Chapman. All agreed

12.4 Account balances as of 30/06/25

Maintenance	£15,671
Online account	£27,945
Sinking Fund & Grants	£27,052
Saver account #2	£198

13.Clerks Items

13.1 Annual Audit – Exemption Certificate sent to PKF Littlejohn

13.2 AGAR forms, Exemption Certificate and Exercise of Rights displayed on Website & Noticeboard

14. Matters for next Agenda

School parking – Cllr Herbert to liaise with Cllr Smith re the new county speedwatch officer

Traffic warden visit

Dangerous sign poles in village

Poppy wreath

15. Date of Next Meeting: Planning – 14 Aug / Full Council – 11 Sept

Meeting finished at 8.34pm. Melanie Laing