

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 10th July 2007, at 7.30pm

Present:

Cllr A Coy, Cllr R Fairs, Cllr A Maxwell, Cllr R Traube (Chairman) and Cllr M Williamson
Clerk Mr D Williams. No member of public attended.

1. APOLOGIES FOR ABSENCE - Cllr Bartleet, Cllr Nice, Colchester Borough Cllr P Chillingworth

2. DECLARATION OF INTERESTS – Cllr Coy declared an interest in item 10 as he is an allotment holder.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING.

The minutes of the last parish council meeting of 12th June 2007 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES – None

5. FINANCIAL MATTERS

(a) The following cheques were authorised for payment

Chq. No.	Payee	Amount (£)/ of which VAT:-	
100886	Colchester Borough Council – fee for election May 2007	£ 62.05	
100887	I Dyer – grasscutting OPF and HFRG	£ 70.50	£ 10.50
100888	Campaign to Protect Rural England – annual subscription	£ 27.00	
100889	Rural Community Council of Essex –annual subscription	£ 55.00	
100890	D Williams - clerk salary	£ 322.16	
100891	C A Blackwall (Farms) Ltd – parish paths partnership footpath cuts	£ 111.39	£ 16.59
100892	Robert Hull - ditto	£ 45.12	£ 6.72
100893	A R Dann t/a F Percival & Sons - ditto	£ 201.63	£ 30.03
100894	Great Tey Village Hall Management Committee – hall rent	£ 48.00	
100895	Great Tey Village Hall Management Committee – club subsidies	£ 390.00	
100896	I Dyer – grasscutting OPF & HRRG	£ 94.00	£ 14.00
100897	I Dyer – handyman	£ 110.52	£ 16.46
100898	I Dyer – handyman	£ 87.40	£ 13.02
100899	I Dyer – handyman	£ 109.20	£ 16.26
100900	EALC – councillor course	£ 30.00	

(b) It was agreed that a transfer be made from Business Premium Account to Community Account of £1,700, and the resultant balances after all items are paid and received is Community Account Cr £ 981.21 and Business Premium Account Cr £11,772.12. The bank statements were signed by the chairman in evidence.

(c) The clerk advised members of the interest bearing accounts provided by Barclays Bank plc that paid a higher rate of interest than the present Business Premium Account. It was agreed that an Everyday Saver Account be opened and the balance of the Business Premium Account be transferred into this new account, and the Business Premium Account is to be closed.

(d) A new bank mandate was completed authorising two signatories to sign jointly on the bank accounts. The authorised signatories agreed are Cllr Nice, Cllr Traube and Cllr Williamson.

(e) The clerk presented the annual accounts for the year ended 31st March 2007. These accounts show total income of £29,146.33, total payments of £32,090.11, bank balances of 12,291.56 and total reserves of £41,995.91. The accounts were agreed and signed by the chairman and clerk. The Annual Return was also completed in Sections 1 and 2. It was agreed that the internal auditor, L Tippett, be asked to audit these accounts within the usual time scale before the accounts are submitted to the external auditor.

Cllr Coy joined the meeting at 20.10pm and declared an interest as an allotment holder mentioned in item 2.

6. PLANNING MATTERS - Applications - None

Approvals

071378	Cuckoos Farm, East Gores Road – single storey extension to front – approved subject to 2 conditions
071367	Cuckoos Farm, East Gores Road – single storey front extension – approved subject to 3 conditions
071291	Upp Hall Farm, Salmons Lane, Coggeshall – erection of single storey conservatory and porch extensions. New fenestration. Internal alterations – approved subject to 4 conditions
071290	Upp Hall Farm, Salmons Lane – erection of single storey conservatory and porch extensions. New fenestration. Internal alterations – approved subject to 4 conditions
070915	Flories Farm, Burnt House Road – single storey extension and orangery – approved subject to 5 conditions
070918	Flories Farm, Burnt House Road – removal of existing conservatory, lean-to and shower room. Building of single storey extension and orangery – approved subject to 5 conditions

7. VILLAGE HALL

(a) The parish council's policy on smoking was discussed, and it was agreed that if members of the public are seen smoking on parish council property then the environmental protection service manager at Colchester Borough Council is to be advised.

(b) Cllr Traube advised that the ceiling above the stage has collapsed. The Village Hall Management Committee has the insurance policy covering contents and buildings and is dealing with the situation.

8. HAROLD FAIRS RECREATION GROUND

(a) Cllr Fairs said that on behalf of the recreation sub committee he had examined the four quotations received for the resurfacing of the play area and considered that the 2 quotations for the wet pour rubber surface from Wicksteed Leisure and Monster Play Systems (Monster) were best suited for our purposes. After consideration it was agreed that because of the competitive price, the product guarantee, and the technical detail provided, the council accept the quotation from Monster for £ 29,850.72 plus VAT strictly subject to third party funding being available. It was also agreed that the clerk advise Monster accordingly and also that the earliest start date would be in October. A site meeting would be needed with Monster and the recreation sub committee.

(b) Cllr Fairs said that he would try to establish if there were any maps of the drainage of the recreation ground, and flooding and drainage will be an agenda item at the next meeting.

(c) Cllr Traube advised that the school wish to make the entrance to the school safer for children by leading onto the pathway. Fencing would be installed in the school along the pathway. Cllr Traube proposed that the council agrees to this pedestrian access subject to: the main gate being shut after the teaching staff have arrived being prior to the arrival of the children, and at no cost to the parish council. Cllr Maxwell said that he considered that there is an increase in potential liability, and that allowing access over parish council land would create a precedent. After discussion it was agreed that the council agrees to this pedestrian access subject to: the main gate being shut after the teaching staff have arrived which being prior to the arrival of the children, and at no cost to the parish council. Also these arrangements are only valid for school use, and if in the future the property usage changes, the council reserves the right to change the access arrangement. The clerk is to reply to the school accordingly.

(d) Cllr Traube referred to a request received from Marks Tey Football Club for agreement to occasional use of the football pitch. An increase in the use of the ground was welcomed, and after discussion the request was agreed subject to – no changing facilities provided, no increase in the maintenance costs, a maximum of 16 games per season with no more than 4 per month, and the football club to confirm that they have the appropriate public liability and player liability insurance. Cllr Fairs will research the level of fee which will be reported to members for agreement at which stage the football club will be advised of the agreement and the terms.

9. SPEED REDUCTION MEASURES

A letter from Essex County Council Highways Department dated 19th June enclosing drawing number ECC-3-1447 showing proposals to add further signs and road markings to encourage drivers to stay within the 30mph speed limit was considered. After discussion these proposals were approved and the clerk was instructed to advise Highways Department accordingly.

10. ALLOTMENTS

Cllr Traube said that the handyman had reported damage to the fence at the side of the allotments. Cllr Fairs said that he would try to establish the ownership of the fence, and Cllr Coy said that he would look at the fence. It was agreed that this would be an agenda item at the next meeting.

Cllr Traube said that the allotment holders' agreement included a clause stating that the plot cannot be sublet without written approval of the Parish Council. The council had received a request from Cllr Coy asking that he could sublet his plot. This was approved and the clerk was asked to write and confirm, also stating that if Cllr Coy vacates the plot then his sub lessee cannot take over the plot.

Cllr Coy said that he was concerned that several plots were not completely worked. After discussion the council agreed to consider ways in which the site and plot usage can be improved.

Cllr Coy expressed concern at possible delays for allotment holders obtaining vehicular access to the Old Playing Field in order to reach the allotments. It was agreed that this authority would be delegated to the clerk to release the key to the Old Playing Field for access subject to occasional use and a minimum of 3 days notice.

11. BEST KEPT FRONT GARDEN

Cllr Williamson advised that the judging had taken place, and the judges wished to give a first prize to the best kept large front garden as well as a first prize to the best kept small front garden. This was agreed.

Prizes and certificates will be awarded in September.

12. CODE OF CONDUCT

In view of the length of this meeting, it was agreed that this matter be held over until the next meeting.

13. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

From Alliance Cornhill in response to our enquiry confirming that the council's insurance policy was assessed on a population of between 1,000 and 5,000. It was agreed that this was correct.

From Colchester Borough Council enclosing a copy of the Best Value Performance Plan 2007-2008.
From Alliance Cornhill regarding the subsidence claim at Farmfield Road. They said that the loss adjuster had no objection to the parish council's proposed tree works. The clerk was asked to reply and ask for specific guidance as the parish council had asked for direction as to how we should proceed and had not proposed tree works, and the loss adjuster was incorrect.

14. OTHER BUSINESS FOR DISCUSSION

Cllr Williamson said that the school had asked for a direction sign to be incorporated with the street sign for Greenfield Drive at the junction of Chapel Road. It was agreed that the clerk request Highways Department accordingly.

Cllr Coy referred to a property in Brook House Road which has a caravan in the garden, and expressed concern that it was used for living accommodation. It was agreed that the clerk would ask Colchester Borough Council Planning Department to investigate.

Cllr Traube said that Essex County Council had not installed a raised kerb for the bus hard standing outside the village hall, and had installed an ordinary kerb as the engineer was concerned with flooding. It was agreed that Cllr Traube ask to meet the engineer as we cannot understand how the different height of the kerb can make a difference to the water flow.

The parish council meeting was closed at 10.07 pm.

Chairperson.....

Date.....