

GREAT TEY PARISH COUNCIL MEETING
Meeting to be held on Tuesday 12th March 2024 at 7.30pm in the Village Hall
Chappel Road, Great Tey

Councillors: You are hereby summoned to attend the meeting of the Parish Council for the purpose of transacting the business itemised below. **Members of the Public:** In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council can do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public and press are warmly welcomed to attend.

1.	APOLOGIES FOR ABSENCE
2.	DECLARATIONS OF INTEREST All Members are to be reminded that they must disclose any interests (pecuniary/nonpecuniary) they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time
3.	APPROVAL OF MINUTES To confirm minutes of the Parish Council meeting of Tuesday 13 th February 2024
4.	ACTION POINTS FROM PREVIOUS MEETING IF NOT COVERED ELSEWHERE A/P - 240202, 240208, 240216, 240217, 240218, 230909, 230905 (see register of actions)
5.	PUBLIC FORUM To receive any representations from the Public. Note: A period of up to 15 minutes (maximum of 5 minutes per person) for members of the public to ask questions or submit comments about items on the agenda.
6.	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT) To receive reports from our ward and county councillors.
7.	NEIGHBOURHOOD PLAN To receive an update from the committee Parish council to consider any comments on the submission
8.	PLANNING MATTERS Applications received <ul style="list-style-type: none"> • 240217 – Demolition of existing bungalow (Marshalls Bungalow) and retention of replacement dwelling (The Laurels), Chappel Road. CO6 1JR Applications decided <ul style="list-style-type: none"> • 240155 – Application for prior notification of agricultural or forestry development - proposed building extension for use of storage of grain and agricultural machinery. Abrahams Farm, Flories Road CO6 1AU. Prior notification required and approved subject to 9 conditions. • 232636 - Application to vary condition 5 (music & amplified sound) and 7 (parking) following grant of planning permission 222725. The Chequers Inn, The Street. CO6 1JS. Approved subject to 8 conditions and 1 informative
9.	FINANCIAL MATTERS <ul style="list-style-type: none"> • Payments for approval – Total value = £7,607.35 (VAT £1173.60) <ul style="list-style-type: none"> ○ J F Tree specialist tree survey - £380.00 plus £76.00 VAT - £456.00 ○ Clerk Salary - £555.36 less HMRC tax £111.00 = £444.36 ○ HMRC PAYE Clerk - £111.00 ○ M2 Print Neighbourhood Plan costs - £83.00 plus £16.60 VAT = £99.60 ○ Justin Coe hedge cutting HFRG- £420 plus £84.00 VAT = £504.00 ○ COVAC potable water tank - £4,890.00 plus £978.00 VAT = £5,868.00 ○ EALC councillor training day 2 - £95.00 plus £19.00 VAT = £114.00 ○ Wave Water allotments - £10.39 • Bank reconciliation statement. • To consider 23/24 VAT claim for refund - £12,833.78 for submission • Review of 23/24 budget versus spend and explanation of variances
10.	HAROLD FAIRS RECREATION GROUND – <ul style="list-style-type: none"> • Hedge cutting - Consider quotation received for south side hedges - £320.00 plus VAT

	<ul style="list-style-type: none"> • 24/25 grass cutting requirements – To include OPF. A/P 240204 • Any other management matters
11	MAINTENANCE CONTRACTOR <ul style="list-style-type: none"> • Annual review of maintenance contract. A/P 240209 • Report on outstanding maintenance jobs. A/P 240207
12	COMMUNITY POLICING <ul style="list-style-type: none"> • Consideration for participation in community policing pilot scheme
13	VILLAGE HALL <ul style="list-style-type: none"> • To consider any management matters
14	HIGHWAYS <ul style="list-style-type: none"> • Parish annual litter pick – Next steps • Damage to Heritage sign – The Street/Coggeshall Road. A/P 240214, 240212 • Protection of green spaces in Great Tey
	TREES <ul style="list-style-type: none"> • Tree survey report – Consider next steps • Jubilee Oak – ECC agreement to proceed with 30% reduction. A/P 240201 • Overhanging tree Brook Road – ECC and landlord updates. A/P 231204
15	OLD PLAYING FIELD <ul style="list-style-type: none"> • 24/25 grass cutting requirements – see item 10
16	ALLOTMENTS <ul style="list-style-type: none"> • Review of allotment waiting list and allocation of next available plot – A/P 240215
17	ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA
18	PERSONNEL MATTERS - EXCLUSION OF PRESS AND PUBLIC To RESOLVE that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.