

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 9th January at 7.30pm.
Present: Cllr Fairs (Chair), Cllr Hubbard, Cllr Warnes, Cllr Frances, Cllr Frost, Cllr Hill, Cllr Bartleet and Clerk Adele Warnes. 1 member of the public attended.

1. **APOLOGIES FOR ABSENCE:** Cllr Barber. Cllr Sunnucks. Apologies accepted and noted
2. **DECLARATION OF INTERESTS:** Cllr Bartleet – Planning application 232891 and 232892
3. **CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING:** The minutes of the last parish council meeting of 12th December were agreed as a true record and were signed by the Chairman in evidence.
4. **ACTION POINTS FROM PREVIOUS MINUTES IF NOT DEALT WITH ELSEWHERE:**
230914- Quotation received for Tree survey (£380.00 plus £76.00 VAT = £456.00) was agreed by all councillors. The clerk was instructed to accept the quotation.

The meeting was suspended

5. PUBLIC QUESTIONS AND STATEMENTS:

- Access to the OPF was needed on Tuesday 2nd January so that UK Power Networks could attend to the electricity outage at the sub-station. Did this cause an issue?
- Planned road closure on 18-20 December was changed to 20-22 December and First Bus were not made aware. Essex Highways propose a diversion route which the bus company cannot deviate from meaning that there was no bus service serving the village during this period.
- Regarding the concrete blocks positioned at the side of Tey Road, a complaint has been raised with Essex Highways who will raise with owner. It was noted though that this is within Marks Tey parish. The parishioner will however raise on the ECC Track and Tell service.

The meeting was resumed

6. WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):

- None present

7. **NEIGHBOURHOOD PLAN:** The plans have now been submitted for verification by Colchester City council. The plans are now waiting to go through the audit process. Cllr Fairs urged those present to complete the survey had been sent out by CCC concerning the neighbourhood plan experience.

8. PLANNING MATTERS:

- a) Applications received

Cllr Bartleet left the meeting at 7.44pm

- 232891 and 232892 -conversion and extension of existing curtilage listed outbuilding to create a residential annexe to the main grade II listed farmhouse – Abrahams Farm, Flories Road GT, CO6 1AU. No objections subject to neighbours' views.

Cllr Bartleet was called back into the meeting at 7.47pm and notified of the decision.

- 232862 – Hip to gable roof all over existing with two pitch gable dormers and two Velux windows to front. Resubmission of 232054. Hazelmere, Chappel Road, GT. CO6 1JL. No objections subject to neighbours' views.
- 232851 – Certificate of lawful use existing. The occupation of the dwelling house at Trees. Lamberts Lane, Earls Colne, CO6 2LE without complying with the agricultural occupancy condition being condition 3 to planning permission ref COL/721/77 dated 06/09/1977. The Parish council did not make comment.

9. FINANCIAL MATTERS:

- a) The list of payments and cheques to be signed for January was presented. These were approved and signed by Cllr Warnes and Frances. Total payments for approval = £1327.69 of which £65.17 is VAT. Total comprised of: -
- Clerks' salary - £582.89 AW (includes pay award from 01/08 to 31/12)
 - HMRC - £187.40 (PAYE) – HMRC AW £145.60, HMRC DW £41.60
 - Retired clerks backdated pay award - £166.40 (1st April to 30th September)
 - Bedot Media Group – Annual cloud hosting and domain renewal – 01/02/24 to 31/01/25 - £146.20 of which £24.37 VAT.
 - Guildhall Services – invoice id 4042. Refurbishment of village hall bench - £244.80 of which £40.80 VAT.
 - Hire of village hall for Parish council meetings - £57.00

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- b) The resultant balance, after all items have been paid is Community Account CR £29,236.85 and the Business Premium account balance is CR £69.90. The December statements and bank reconciliation statement were signed off by the Chair in evidence.
- c) The RFO presented the proposed budget for 24/25 along with the options for submission of the precept request. All agreed that the draft proposals for expenditure of £26,958.00 were realistic but could be flexed as historically the Parish council never spend to budget. The councillors debated the options for the precept request and, after much discussion and a subsequent meeting where it was identified that the Parish Council had a substantial amount of VAT to claim, it was agreed to increase the precept by 5% from £19,784.00 to £20,773.00.

10. HFRG

- Cllr Fairs has purchased a combination lock to replace the existing lock on the field gate. A code will be agreed and the maintenance contractor will be advised. Cllr Fairs also confirmed that he had a key to the overhead barrier on the HFRG. A/P 230803 was duly discharged.
- It was agreed to obtain quotes for the hedge cutting adjacent to the footpath from Lower Langley. Cllr Fairs agreed to do this. **A/P 240101 – Cllr Fairs to obtain quote.**
- In response to A/P 231202, it was reported that C&W fencing were unable to quote for the damaged HFRG boundary fencing adjacent to the field. Cllr Fairs agreed to look for an alternative supplier. **A/P 240102 – Cllr Fairs to obtain quote.**
- The gates to the small play area on the HFRG had been inspected and it was noted that the gates now close so no longer present a hazard. A/P 231008 was duly discharged.

11. MAINTENANCE CONTRACTOR:

- Agreement was given for the refurbishment of the bench on the OPF as per the quotation submitted by Guildhall Services. **A/P 240103 – Clerk to advise maintenance contractor to proceed.**

12. VILLAGE HALL:

- Cllr Warnes advised that the VH manager had arranged for a plumber to assess the low water pressure in the VH and was waiting for their report. This may impact the proposed works to the potable water tank. Cllr Warnes was asked to follow through with the VHM. **A/P 240104 – Cllr Warnes to contact the VH manager.**
- Cllr Frances updated on A/P 230909 to establish a working group re S106 funding for Village Hall with one volunteer having been identified. He advised that this would receive more focus in 24/25.

13. HIGHWAYS:

Nothing to report. All actions previously recorded remain ongoing.

14. OLD PLAYING FIELD – It was noted that the vegetation on the OPF had been cut back and tidied.

15. ALLOTMENTS – Two invoices remain unpaid and, following a further inspection, one plot is in an untidy condition. The clerk was asked to send a note to those allotment holders giving them 28 days to pay/tidy their plots otherwise their contracts will be terminated. **A/P 240105 – Clerk to write to the allotment holders.**

16. INFORMATION SHARING/ITEMS FOR FUTURE AGENDA – Cllr Hill shared that it looked as though someone had cut the hedge adjacent to the footpath on the HFRG although this had not been requested.

17. Remaining members of the public left the meeting and a closed meeting took place to discuss personnel issues.

18. CLOSED MEETING:

- Cllr Bartleet proposed a 4-digit code for the new combination lock for the HFRG gate which was agreed by all.
- The clerk reported that the inherited Parish council PC could not be used due to battery issues. Cllr Fairs asked the clerk to obtain quotes for a replacement PC which could be purchased from the 23/24 budget. **A/P 240106 – Clerk to obtain quotes.**

Following this and there being no further business to discuss the Parish Council meeting closed at 9.10pm.

Next meeting to be held on Tuesday 13th February 2024.