

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 13<sup>th</sup> August at 7.30pm. Present: Cllr Hubbard, Cllr Warnes, Cllr Frances, Cllr Fairs (Chair) Cllr Hill, and Clerk Adele Warnes. No members of the public attended.

1. **APOLOGIES FOR ABSENCE:** Cllr Sunnucks, Cllr Barber, Cllr Frost, Cllr Bartleet. Apologies accepted.
2. **DECLARATION OF INTERESTS:** None
3. **CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING:** The minutes of the last parish council meeting of Tuesday 9<sup>th</sup> July 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:**
  - 240202– Hooping Plate outside Cob Cottage. Ongoing
  - 240408 – UKPN request for lease agreement. Ongoing
  - 240311 – Lottery Heritage fund application – Heritage sign. Ongoing
  - 240712 – Pharmacy arrangements. It was confirmed that parishioners will be brought into the Village Hall to collect their prescriptions when in cases of inclement weather. A/P closed.
  - 240713 – Parsonage Court Landscaping agreement. The Planning enforcement officer has confirmed that he has written to the developers to request both a short- and long-term plan for the maintenance of the site in accordance with the specified planning conditions. The Parish council will be updated once received. A/P ongoing
  - 240713 – Community Policing initiative. To contact community police officer after summer period. Ongoing.
5. **PUBLIC QUESTIONS AND STATEMENTS:** None – No members of the public were in attendance
6. **WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):** None present. Apologies accepted from both.
7. **NEIGHBOURHOOD PLAN:** Now out for referendum on 19<sup>th</sup> September for parishioners to consider acceptance of that plan for all future planning needs. Information about this has been posted on FB page and Parish website an article will also be prepared for the next edition of the R&A. Posters will also be placed in the village notice boards.
8. **PLANNING MATTERS: Applications decided**
  - 241642: notification of prior approval for proposed single storey rear extension – Grange House, 2 Tey Grange. CO6 1JL. All agreed no objection subject to neighbour views.
9. **FINANCIAL MATTERS:** Total payments for approval = 1624.93 of which £94.65 is VAT.
  - Clerks’ salary - £444.36
  - HMRC - £111.00 (PAYE)
  - JPB Landscapes – Grass cutting OPF and HFRG - £528.00 of which £88.00 is VAT
  - Donation to Village weekend - £500.00
  - Dog fouling signage HFRG - £41.57 or which £6.95 is VAT
  - The Clerk reported that a VAT claim for £3,370.74 relating to financial year 23/24 had been submitted and had been credited to the community account. Therefore, the resultant balance, after all items have been paid is Community Account CR £1,748.31 and the Business Premium account balance is CR £32,119.68. This gave a total credit balance of £33,867.99. The bank reconciliation statement was signed off by the Chair in evidence.
10. **COUNTY COUNCIL LOCALITY FUND:** There was discussion about the possibility of the Parish council assisting with the purchase of a table tennis table for the youth club. Application could be submitted by the PC who may then purchase the table and add to the fixed assets of the VH. Estimated cost £279.00. This would avoid the need for the youth club to provide a constitution if

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making the application themselves. It was also decided to advise the bell ringing fund of the availability of the locality fund – Cllr Warnes to follow through. **A/P 240801 – Cllr Warnes**

- 11. HAROLD FAIRS RECREATION GROUND.** Cllr Warnes asked the Parish council to consider whether the hedges should be cut in the October half term. Related particularly to the hedge adjacent to the footpath by the school. There was also discussion about the possible clearance of the trees/brambles running along the HGRG boundary with the houses and replacing with hedging. All agreed to consider at a future meeting if a quote was received for the work to be carried out. **A/P 240802 – Cllr Fairs to seek quotations for this plus replacement hedging. A/P240803 – Cllr Warnes to speak to contractor about hedge cutting on footpath.** Cllr Frances reported that the tension on the zip wire needed to be addressed. **A/P240804 – Clerk to contact HAGS to request.** Weeds were also coming through the surfaces on the new play area and areas needed repair. **A/P240805 – Clerk to contact the contractor to address**
  - 12. MAINTENANCE CONTRACTOR:** The gate on the small play area had been fixed. Outstanding jobs are – The chase notice board, Pictures to be put up in Village Hall, Removal of small bin in play area and items requiring work on the ROSPA report. The maintenance contractor is aware of these jobs.
  - 13. BUS SHELTER.** All agreed that the bus shelter was the responsibility of the Parish council and was included on the asset register.
  - 14. ALLOTMENTS:** Consideration was given to applying an increase of £5 to the allotment rental effective from 1<sup>st</sup> October. This would make the cost of each plot £25.00. All agreed to this increase. All agreed that no changes were needed to the current allotment agreement.
  - 15. ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA:**
    - Cllr Warnes asked for consideration to be given towards donating towards the Lancaster Memorial fund. To date they had raised £1925.00 of a £3000.00 target. All unanimously agreed to a donation of £200.00.
    - It was noted that a meeting was being arranged between the Village Hall trustees/management committee and preschool group; the outcome of which would be reported to the Parish council.
    - It was highlighted that the hedge on Brook Road had been cut back and a parishioner had cut the pathway grass. All agreed that it was a good job.
    - Cllr Warnes asked if he could purchase a book on WordPress so that the Parish council website could be restyled and updated. All agreed to this request.
  - 16. PERSONNEL MATTER – EXCLUSION OF PRESS AND PUBLIC:** None
- There being no further business the parish council meeting was closed at 8,45pm

Next meeting to be held on Tuesday 10<sup>th</sup> September at 19.30pm in the Village Hall.