

**GREAT TEY PARISH COUNCIL MEETING**

**Meeting to be held on Tuesday October 8th 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.	<b>APOLOGIES FOR ABSENCE:</b> Cllr Hubbard
2.	<b>DECLARATIONS OF INTEREST</b> 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.	<b>APPROVAL OF MINUTES.</b> To confirm minutes of the Parish Council meeting of Tuesday 10 <sup>th</sup> September 2024
4.	<b>ACTION POINTS FROM PREVIOUS MEETING IF NOT COVERED ELSEWHERE –</b> <ul style="list-style-type: none"><li>○ 240202 – Hooping plate – Decision needed on next steps</li><li>○ 240408 – UKPN. Review wayleave payments/Lease agreement.</li><li>○ 240909 – Oak tree Coggeshall Road. Maintenance</li></ul>
5.	<b>PUBLIC FORUM.</b> To receive any representations from the Public. <b>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.</b>
6.	<b>WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT).</b> To receive reports from our ward and county councillors.
7.	<b>NEIGHBOURHOOD PLAN.</b> <ul style="list-style-type: none"><li>● To receive an update from the committee</li></ul>
8.	<b>PLANNING MATTERS</b> <b>Applications decided</b> <ul style="list-style-type: none"><li>● 241070 – Construction of single storey extension, Southlyns, Salmons Corner, Coggeshall Road. CO6 1RX. Approved subject to 7 conditions and 1 informative.</li></ul>
9.	<b>FINANCIAL MATTERS</b> <ul style="list-style-type: none"><li>● Payments for approval – Total value = £1,490.36 of which £63.00 is VAT<ul style="list-style-type: none"><li>○ Clerk Salary - £555.36 less HMRC tax £111.00 = £444.36</li><li>○ HMRC PAYE Clerk - £111.00</li><li>○ Donation to PCC for Church Grass cutting £500</li><li>○ PKF Littlejohn – External audit fees - £378.00 of which £63.00 is VAT</li><li>○ Quarterly charge – Village Hall hire - £57.00</li></ul></li><li>● RFO to present the bank reconciliation statement</li><li>● Consider donation from Essex and Herts Air Ambulance service - £100 budgeted</li><li>● Review of signatories for investments and Nat West banking.</li><li>● Sign off Village Hall accounts for submission to Charity Commission.</li></ul>
10.	<b>HAROLD FAIRS RECREATION GROUND</b> <ul style="list-style-type: none"><li>● Agricultural removal of hedging south side of recreation ground. A/P 240802 refers.</li><li>● Maintenance contract and play area repairs. A/P 240906 refers</li><li>● Report back on safety surface – DCM report.</li></ul>
11.	<b>VILLAGE HALL</b> – Report back from meeting held October 1 <sup>st</sup> .
12.	<b>MAINTENANCE CONTRACTOR – Outstanding jobs (Covers A/P's 240708, 240706, 240711,)</b> <ul style="list-style-type: none"><li>● Repairs required to play area from ROSPA report</li><li>● Removal of small concrete bin in play area (not maintained by CCC).</li><li>● Village Hall – Hang pictures.</li><li>● HFRG Tidy up boundary with public footpath.</li></ul>

	<ul style="list-style-type: none"><li>• HFRG Repair swing on new play area - NEW</li></ul>
13	<b>ALLOTMENTS</b> – Update on allotment rentals
14	<b>ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA</b>
15	<b>PERSONNEL MATTERS - EXCLUSION OF PRESS AND PUBLIC</b> 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.

Date and Time of next meeting: To be confirmed.