

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 8<sup>th</sup> October at 7.30pm. Present: Cllr Warnes, Cllr Frances, Cllr Fairs (Chair) Cllr Hill, Cllr Frost, Cllr Bartleet and Clerk Adele Warnes. 1 member of the public attended.

1. **APOLOGIES FOR ABSENCE:** Cllr Barber. Cllr Hubbard. 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 10<sup>th</sup> September 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. The plate has not been located; Cllr Bartleet will follow through. All agreed that, if the plate cannot be found by December meeting, a new plate would be sourced elsewhere.

240408 – UKPN request for lease agreement. Now with energy adviser. Cllr Fairs will report back by December meeting.

240909 – Oak tree Coggeshall Road. Report has been received from contractor. Cllr Fairs will ask for quote for minor tree work needed. **A/P 241001 refers**

*The meeting was suspended at 7.40pm*

5. **PUBLIC QUESTIONS AND STATEMENTS:**

- Is there an update on the Parish council website? Cllr Warnes reported that it was under construction with a simpler format and out of date information being reviewed and withdrawn. All minutes and agendas could now be easily found on the website.
- Any news from Highways regarding a “Give Way” sign on the exit of the HFRG onto Christmund Way. Clerk advised that it had been reported to ECC Highways but no update yet.
- Could people walk the Essex Way as a survey on use is being carried out to gauge usage?
- It was noted that there would be underground works needed at the sites of the proposed pylons scheme and ground surfaces would be dug up.
- It is understood that the archaeological survey on the New Barn Road development had now concluded. Was there any feedback on whether anything of significance had been found?

*The meeting was resumed at 7.45pm.*

6. **WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):** Cllr Sunnucks present from 8.10pm

- Congratulations on the Neighbourhood Plan. A huge achievement for Great Tey
- CCC plan a 40% increase in housing from 920 to 1290 with the priority being on the provision of social housing. CCC currently reviewing output from “call to sites” and possible resurrection of West Tey. Cllr Sunnucks advised that his overriding priority is to lobby hard against this on the basis that there is no infrastructure and no plan for the A120. The message needs to be clear that roads are needed to support housing and roads cannot be funded out of S106 monies.
- A12 funding for road improvements is currently at risk.

7. **NEIGHBOURHOOD PLAN:** Following the referendum the neighbourhood plan had been accepted and approved by Colchester City council. 222 ballot papers had been received which represented a 28.2% turnout by residents. The Chairman extended the thanks of the Parish council to the Neighbourhood Planning team for their hard work in achieving this great result.

8. **PLANNING MATTERS: Applications decided**

- **241070** – Construction of single storey extension, Southlyns, Salmons Corner, Coggeshall Road, CO6 1RX. Approved subject to 7 conditions and 1 informative.

9. **FINANCIAL MATTERS:** Total payments for approval = £2,018.36 of which £151.00 is VAT. This comprised of

- Clerks’ salary - £444.36
- HMRC - £111.00 (PAYE)
- Donation to PCC for Church grass cutting - £500.00
- JPB Landscapes – Grass cutting OPF and HFRG - £528.00 of which £88.00 is VAT
- PKF Littlejohn – External audit fees - £378.00 of which £63.00 is VAT
- Quarterly charge village hall hire - £57.00

The resultant balance, after all payments are made is Community account -£1,420.62 and business account £43,243.03.

Approval was given to transfer funds from the business account to the community to facilitate the payments being made from the community account.

- A request for a donation had been made by Essex and Herts Air Ambulance service. All were in favour of a donation of £100 being made.
- The clerk reported that the banking arrangements with Nat West for the Village Hall Trust was still in paper format. This also included the investments with CCLA and BlackRock. A request had been submitted for an online presence which was agreed by the Parish council and the clerk was duly instructed to arrange. **A/P241002 refers**

# GREAT TEY PARISH COUNCIL

- The annual VH accounts for 2022/23 were presented by the Clerk and signed off by the Chair and RFO in evidence. These need to be submitted to the Charities commission by 31<sup>st</sup> October.
- 10. HAROLD FAIRS RECREATION GROUND.**
- **240802** – Agricultural removal of hedging to south side of recreation ground. Currently waiting on a price for this work to be carried out.
  - **240906** – There is currently no maintenance agreement in place for the play area. All agreed that the quote received for the tensioning of the zip wire was too high and Cllr Frost was asked to contact HAGS and other playground maintenance companies to obtain quotes for an ongoing maintenance agreement. **A/P241003 refers**
  - The clerk reported that repairs had been carried out to the safety surface on the new play area and the paths had been cleared of weeds resulting from migratory seeds. The handyman would now include this activity in his schedule of works.
  - Cllr Fairs advised that he had been approached by a local football club to ask if the Parish council would be interested in letting the field for practice sessions and regular fixtures by their youth teams. After much discussion all agreed that this could not be considered as it would not be beneficial to the residents of Great Tey. Cllr Fairs was asked to go back to the club to let them know the decision.
- 11. VILLAGE HALL:** The question was raised as to whether the hall could be utilised more given that VHMC accounts showed expenditure exceeded income. Potentially, the hall could be re-configured to allow for this but it would require capital funding – possible S106 monies. Could also consider the installation of solar panels. Cllr Frances would lead on establishing a working party – see previous action point 230909. Cllr Sunnucks also advised that he would speak to the Chair of Wakes Colne PC as they had had success in fully utilising their VH.
- It was reiterated that the gates to the VH must be open when parties other than the Preschool are using the premises.
  - It was reported that the meeting with the Pre-school manager had been very positive and agreement had been reached to keep the gates open to the VH when there was a shared use.
  - The Village Hall management committee will be holding their AGM on Tuesday 3<sup>rd</sup> December and it was confirmed that representatives from the Parish council will be in attendance. It was also noted that the Chair and Secretary – Alec and Sally Brookes would be standing down following the AGM; they were currently seeking volunteers to take over these roles. All agreed that if they were unable to find replacements, then the PC would step in. The Parish council expressed their thanks for their hard work, dedication, and commitment they had given over the years.
- 12. MAINTENANCE CONTRACTOR:** Outstanding jobs had not been actioned due to illness and the clerk was instructed to contact the maintenance contractor to request timescales for completion. Ongoing A/P 240907
- 13. ALLOTMENTS:** At the time of reporting 6 invoices remained unpaid. However, allotment holders had until 18<sup>th</sup> October to arrange payment.
- 14. ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA:**
- A report had been received of a tree on the HFRG causing a potential nuisance to a neighbour's property. Cllr Fairs and Warnes agreed to carry out a site visit. **A/P241004 refers**
  - The clerk reported that she would be unavailable for the next scheduled meeting in November and had been unable to secure a booking for the VH in the preceding week. As there would be no one else available to record the meeting, it was agreed by all to cancel and defer until the December meeting.
  - Initial discussion on budget requirements for 25/26 – The clerk was asked to write to the current grass cutting contractor regarding renewal of that contract for HFRG and OPF. Based on 1, 3 and 5 year terms.
- 15. PERSONNEL MATTER – EXCLUSION OF PRESS AND PUBLIC:** Closed discussion regarding the complaint received from a parishioner. All agreed that the position had not changed and the complaint was no upheld.

There being no further business the meeting was concluded at 9.06pm

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