# **GREAT TEY PARISH COUNCIL**

Minutes of the Parish Council Meeting held

at the Village Hall, Great Tey on Tuesday 14<sup>th</sup> December 2010, at 7.30pm Present: Cllr R Bartleet, Cllr R Fairs (Chairman), Cllr R Traube, Cllr M Williamson.

Clerk Mr D Williams, Borough Cllr P Chillingworth and 4 members of public attended.

1.APOLOGIES FOR ABSENCE - Cllr Brook, Cllr Coy

# 2. DECLARATION OF INTERESTS - None

**3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING.** - The minutes of the last parish council meeting of 9<sup>th</sup> November 2010 were agreed as a true record and signed by the Chairman.

# 4. MATTERS ARISING FROM THE MINUTES - None

# 5. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth said that parishes had been advised that the amount of the revenue grant had been agreed at half of the previous year's grant. He also said that the Courier had been cancelled as a paper document and will be available as an electronic version. There is a new scheme of delegation for planning applications with Borough Councillors being able to "call in" an application that the parish council may be concerned with. Early advice to him is important. Any complaints for planning to be sent by email to <u>sarahfleming@colchester.gov.uk</u>. Cllr Fairs asked about the local authorities' responsibilities and liabilities regarding the clearance of snow and ice from roads and footways. Borough Cllr Chillingworth said that he would obtain a definitive statement in writing. Cllr Traube asked whether responsibility for issuing bus passes is to be returned to the Borough, and what is the position regarding the issue of bus tokens. Borough Cllr Chillingworth said that he would ask Essex County Councillor A Brown and then reply.

Borough Cllr Chillingworth left the meeting.

## **PUBLIC QUESTIONS**

The meeting was suspended for public questions and statements:-

(i)A parishioner referred to the boundary fence with the rear of the properties on Brook Road and the Old Playing Field (OPF) and asked why the parish council is building a wooden fence as concrete markers have marked the boundary for some time and there has been no encroachment.

Cllr Bartleet said that this is being done to restate to our neighbours that there is no legal right of way from the rear of the Brook Road properties to the OPF and is being done on the advice from the parish council's solicitors. (ii)A parishioner asked how much would the fence cost to install, what was the length of the fence, what was the cost of maintaining the fence, is the money available and could it be better spent elsewhere?

Cllr Fairs said that parish councillors are acting as trustees as the OPF is land given in trust. The trust owns the property and the cost of the new fence is provided not from the precept but from the trust who will maintain it. The fence will be approximately 100 metres long.

(iii)A parishioner asked how high was the fence going to be? Cllr Fairs said that the rail height will be 40 cm. (iv)A parishioner asked if there will be any facility for occupiers of the properties to be able to maintain their own fence when the new fence is installed?

(v)A parishioner said that the concrete posts were never installed in a straight line, and none have been moved. They were also not originally installed with a straining wire.

Cllr Traube said that some concrete posts have been moved and the straining wire has been cut. The meeting resumed.

## 6. OLD PLAYING FIELD

Two estimates were considered for the installation of a new boundary fence with the rear of the properties on Brook Road. The fence will be a wooden post and rail fence, with the rail height around 40cm. After discussion it was agreed that the lowest estimate from Mr I Dyer for £523 plus VAT be accepted, subject to the job being completed in one site visit between 1<sup>st</sup> and 4<sup>th</sup> March, and subject to a site visit with a parish councillor one week before then to mark out the site. Cllr Fairs agreed to do this. The clerk was instructed to write to all occupiers of the relevant Brook Road properties now, advising them of this date as they may wish to complete any remedial action by then.

A parishioner has asked the parish council to arrange to cut hedgerow and tress adjacent to her property as they are making her house dark. Cllr Fairs agreed to contact her to discuss this.

## 7. FINANCIAL MATTERS

a) The following funds have been received - Allotment rentals	£	50.00	
b) The following cheques were authorised for payment			
Chq.No. Payee	Amo	unt (£)/ of	which VAT:-
101168 Audit Commission – external auditors fee	£	158.63	£ 23.63
101169 D Williams – clerk salary	£	358.33	
101170 I Dyer – handyman	£	63.02	£ 9.39
101171 I Dyer – grasscuts	£	77.55	£ 11.55
101172 I Dyer – works to tennis court fence	£	520.29	£ 77.49
101173 Colne Contracts Ltd – speeds bump in village hall car park	£	235.00	£ 35.00
Youth Activity Club Account			
100031 Great Tey Village Hall Management Committee – hall rental	£	28.00	

Cllr Traube said that the bolts attaching the bench at the Village Hall need tightening by the handyman. This was included in his recent invoice.

(c) It was agreed to transfer the sum of £1,500 from Business Saver Account to Community Account. The resultant balances after all items are paid and received is Community Account Cr £ 989.33, Youth Activity Club Account Cr £1,530.33, and Business Saver Account Cr £7,806.60. The bank statements were signed by the chairman in evidence.

(d) The clerk was asked to circulate draft estimates for the budget for the financial year 2011/2012 before the next meeting for consideration at the meeting.

#### 8. PLANNING MATTERS – Applications

- 102286 2 Forge Cottages, Chappel Road listed building consent for a single storey rear extension no objections subject to neighbours' views.
- 102422 East Gores Farm, East Gores Road change of use of Shed F from redundant agricultural use to B1 office use no objections subject to neighbours' views.
- 102432 East Gores Farm, East Gores Road change of use of Building K to Business Storage (B8 Storage and distribution) no objections subject to neighbours' views.
- 102428 Windy Ridge, Lamberts Lane application for a lawful development certificate for the continued use of a domestic dwelling no objections subject to neighbours' views.

Approvals

- 100951 Land Adj. Farmhouse, Marshalls Farm, Chappel Road change of use and conversion with extension of existing barn/garages at Marshalls Farm House, to single residence plus new garage for Marshalls Farm House (resubmission of 091096) approved subject to 14 conditions
- 101463 Skills Kindergarten, Warrens Farm, Coggeshall Road application to vary condition 2 of planning permission C/COL/04/1710 restricting the number of children attending at any one time approved subject to 2 conditions.

## 9. VILLAGE HALL

Cllr Traube said that the speed bump work in the village hall car park has now been done.

## **10. ALLOTMENTS**

Cllr Fairs said that the water had been turned off for the winter.

## **11. HAROLD FAIRS RECREATION GROUND**

Cllr Fairs said that he will obtain a quotation for all the tree works from an agricultural contractor.

## **12. COMMUNITY SPEEDWATCH**

The clerk advised that a note had been placed in Round and About asking for further volunteers. Details of training are awaited from Essex Police, together with an update on the volunteers' list.

#### **13. EMERGENCY PLANNING**

The clerk was instructed to circulate the Emergency Plan to councillors to establish whether attendance at the next Borough Emergency Planning Meeting was necessary.

## 14. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

The clerk reported that Essex Association of Local Councils had advised parish councils of their responsibilities in respect of snow and ice clearance and after discussion it was agreed that the clerk asks the handyman to grit the entrances and exits of the village hall when there is extreme snow and ice.

The clerk reported that Essex County Council had launched a pilot scheme for salt distribution in parishes where one tonne of salt and sand would be delivered in the parish for local distribution. Cllr Bartleet offered to store the salt and this was agreed. The clerk was asked to reply accordingly and also to request a hand spinner for the salt.

## **15. OTHER BUSINESS FOR DISCUSSION**

Cllr Williamson said that she attended a meeting run by the Rural Community Council of Essex giving councils guidance on how they can best reach parishioners.

Cllr Traube said that the property next to the village hall has access agreed to the village hall car park which is personal to the owner who has a motorised scooter. If the property changes ownership then the parish council should write advising the agents acting.

Cllr Fairs reminded councillors that if a member of the council does not attend a meeting for six months then they automatically cease to be a councillor.

There being no further business the parish council meeting was closed at 9.38 pm.

Chairperson..... Date.....