

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held

at the Village Hall, Great Tey on Tuesday 12th July 2011, at 7.30pm

Present: Cllr R Bartleet, Cllr S Beesley, Cllr R Brewer, Cllr S Brook, Cllr R Fairs,

Cllr R Traube, Cllr M Williamson

Clerk Mr D Williams, Borough Cllr Chillingworth and 1 member of public attended.

1. APOLOGIES FOR ABSENCE - None

2. DECLARATION OF INTERESTS – None

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 14th June 2011 was agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES

Cllr Traube said that he had agreed the location of the storage shed with the pre school committee and said that a car parking space will not be lost. The shed may be relocated at a later date, but there will be no cost to the pre school for the clearance of the site. Cllr Brewer said that Essex County Council (ECC) Highways had repaired the damaged salt bin at the corner of Chappel Road and Greenfield Drive. Cllr Brewer said that he had investigated the play area signage and they needed some attention. Cllr Fairs said that he would repair one sign and clear the vegetation around the second sign. Cllr Brewer said that he would attend the Broadband conference and report back. Cllr Fairs asked the clerk to seek the quotation for the play equipment repairs from the handyman.

5. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth said that Colchester Borough Council (CBC) was discussing new responsibilities for parish councils. CBC is seeking to change the black refuse sacks for next year. Nominations are being sought for the Colchester Youth Awards for people aged between 11 years and 25 years. He also said that the Jobs Club at Chappel has closed because of poor attendance, and he will send an article for Round and About. He advised that a Design and Construction Supplemental document is being circulated by CBC and can be viewed on the CBC web site. Borough Cllr Chillingworth left the meeting.

6. ELECTION OF VICE CHAIRMAN

After discussion Cllr Beesley was proposed as Vice Chairman by Cllr Fairs, this was seconded by Cllr Traube and as there were no further nominations, Cllr Beesley was duly elected as Vice Chairman.

7. FINANCIAL MATTERS

a) The following cheques were authorised for payment

Chq.No.	Payee	Amount (£)/ of which VAT:-		
101210	Anglian Water – water bill for allotments (to replace 101197)	£	44.07	
101211	D Williams – clerk salary £358.33 less PAYE	£	286.73	
101212	HM Revenue & Customs - PAYE for clerk salary	£	71.60	
101213	I Dyer – grasscuts HFRG & OPF	£	158.40	£ 26.40
101214	I Dyer – handyman	£	93.60	£ 15.60
101215	Rural Community Council of Essex – subscription	£	55.00	
101216	Great Tey Village Hall Management Committee – hall rental	£	51.20	
101217	Great Tey Village Hall Management Committee – user subsidies	£	422.00	

Youth Activity Club Account

100039 Great Tey Village Hall Management Committee – hall rental £ 31.20

(b) It was agreed to transfer the sum of £1,000 from Business Saver Account to Community Account. The resultant balances after all items are paid and received is Community Account Cr £857.19, Youth Activity Club Account Cr £1,343.43, and Business Saver Account Cr £10,108.88. The bank statements were signed by the chairman in evidence.

(c) Cllr Fairs said that it did not appear that a contract covering the clerk's appointment had been completed. A draft contract had therefore been obtained from Essex Association of Local Councils, and adapted where required. Cllr Brewer said that clause 10.3 confirmed that the council fully indemnifies the clerk for Employers and Public Liability insurance for working from home, and he proposed that confirmation is obtained from our insurers that this liability is covered under the council's policy, and the clerk was asked to obtain this. Subject to this confirmation it was agreed that the contract can be signed by the council, and it was accordingly signed by the council and the clerk.

8. FINANCIAL REGULATIONS OF THE COUNCIL

These regulations set out how the council operates its finances and should be reviewed annually. Draft regulations have been obtained from Essex Association of Local Councils, and adapted where required and circulated to all councillors. After discussion it was agreed that these regulations be adopted.

9. STANDING ORDERS OF THE COUNCIL

These standing orders set out how the council operates and should be reviewed annually. Draft standing orders have been obtained from Essex Association of Local Councils, and adapted where required and circulated to all councillors. After discussion it was agreed that these standing orders be adopted.

10. PLANNING - Approvals

- 110781 Baldwins Farm, Baldwins Lane – installation of 8no photovoltaic solar panels to the south and 110782 facing roof of the outbuilding – approved subject to 2 conditions.
- 110857 Fairstead, Tey Road – application for removal or variation of a condition following grant of planning permission (080776) – approved subject to 1 condition.
- 111049 Warrens Farm, The Street – Change of use of 2 buildings from Kindergarten & workshop to farm offices & workshop, the other existing workshop office & store to workshop with mezzanine & 3 independent units – approved subject to 4 conditions.

11. OLD PLAYING FIELD

Correspondence from a resident of The Chase was considered.

12. VILLAGE HALL

Cllr Fairs said that he would contact the contractor who installed the pre school fence as there is a gap in the fence that should be reduced. Cllr Traube said that the numbers of children attending pre school will reduce from 25 this year to 12 next year.

13. HAROLD FAIRS RECREATION GROUND

Cllr Brewer said that the inside of the shelter is covered in graffiti, and as anti graffiti paint will not clean it he agreed to obtain a quotation to clean it. Cllr Fairs said that he had been asked if the football pitches can be re-aligned to clear the cricket square. After discussion it was agreed not to proceed with any re-alignment as there were not enough cricket matches to make it financially viable.

14. THE TENNIS COURTS

Cllr Traube said that consideration of the future of the courts had been on the agenda, but no one has come forward to suggest the resurfacing of the tennis courts or to make it a multi surface area. After discussion it was agreed that Cllr Fairs obtains quotations for the removal of the trees near to the courts, and also a quotation for the removal of the courts and to restore the area to grass. Cllr Traube asked whether this cost could be built into next year's budget, and Cllr Brewer asked if this cost could be covered by the trustees of the village hall.

15. ALLOTMENTS

Following a review of the allotment plots usage, the clerk was asked to write to the two plot holders where there had been little or no activity, asking them to either work the plot or the council will take the plot back and reallocate.

16. COMMUNITY SPEEDWATCH

The clerk advised that he had contacted those parishioners who had previously expressed an interest in helping with the scheme and established that there are 8 volunteers. He arranged for 6 volunteers to undertake training by Essex Police, and Cllr Fairs said that the council could not get a parish councillor to attend the initial meeting. The clerk attended. Cllr Traube said that the group have appointed a leader and after the equipment has been received they will start operating.

17. PARISH EMERGENCY PLAN

Cllr Bartleet said that he had circulated the existing plan to councillors for any ideas, views or information. Cllr Brewer said that a questionnaire had previously been placed in Round and About asking parishioners to advise of any services that they can offer, and he proposed to arrange to have this placed in Round and About again. This was agreed.

18. WEBSITE REVIEW

Cllr Beesley said that he was in contact with the web site designer regarding this review, and will report back.

19. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

From Essex Playing Fields Association asking whether the parish council wished to support by way of subscription. After discussion as this item was not in the budget the request was declined.

From Essex County Council (ECC) Highways regarding the state of the footway outside the property formerly known as Homagen, Chappel Road, advising that the footway is not due for immediate action. Cllr Traube asked the clerk to respond referring to a meeting with an ECC Highways Officer and the householder when they agreed to make good the damage to the footway, and thus asking for the repair to be completed.

From ECC Highways replying to the council's communication regarding the damage to the lanes around the village. They state that they no longer attend site meetings and the roads requiring repairs will be repaired.

From ECC Highways replying to the council's communication regarding the bus shelter opposite the village hall. They advise that ownership and any maintenance liability rests with the parish council. Cllr Traube said that the council should reply asking for the replacement cost and put on the insurance schedule asking our insurers for the insurance options and cost. This was agreed and the clerk was asked to arrange this

PUBLIC QUESTIONS

The meeting was suspended for public questions and statements:-

(i)The transport representative said that the X22 bus has been cancelled and incorporated into the 133 bus to Stansted and he will put an amendment of the times in Round and About.

The meeting resumed.

20. OTHER BUSINESS FOR DISCUSSION

Cllr Beesley said that there have been flooding on Chappel Road near the reservoir. He has spoken to Anglian Water who are aware and who are dealing with this.

Cllr Brook said that there is fly tipping of hardcore and tree cuttings reported in Brook Road. Cllr Brewer said that he will put an article in Round and About.

There being no further business the parish council meeting was closed at 9.28 pm.

Chairperson.....

Date.....