

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held  
at the Village Hall, Great Tey on Tuesday 9<sup>th</sup> June 2009, at 7.30pm

Present:

Cllr R Bartleet, Cllr S Brook, Cllr A Coy, Cllr R Fairs (Chairman), Cllr A Maxwell,  
Cllr R Traube, Cllr M Williamson.  
Clerk Mr D Williams, Borough Cllr P Chillingworth and 1 member of public attended.

## 1. APOLOGIES FOR ABSENCE - None

2. **DECLARATION OF INTERESTS** – Cllr Bartleet said that he had submitted an invoice for grass cutting and would not speak regarding the cheques for payment.

## 3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING.

The minutes of the last parish council meeting of 12<sup>th</sup> May 2009 were agreed as a true record and signed by the Chairman.

## 4. MATTERS ARISING FROM THE MINUTES

Cllr Traube asked if the trees had been planted in Harold Fairs Recreation Ground. Cllr Fairs advised that they had not yet been done.

Cllr Traube said that together with Cllr Maxwell he met with Highways who marked out the repairs to potholes and paths. The repairs to main roads and pathways are scheduled for July. They will repair the Borough owned tarmac area of the Great Yard and weed and clear the vegetation between the telephone box and the junction of Chappel Road and Brook Road. Cllr Traube said that the parish council should report back to Highways on any work not completed by the end of July.

Cllr Fairs referred to the insurance cover being arranged by the sports day organising committee, and after discussion it was agreed that the clerk replies to the organisers noting that the public liability cover is £2m and recommending that the cover be increased to £5m which is the level of insurance cover for the Parish Council. Cllr Coy referred to the note in Round and About regarding dog fouling and the clerk advised that it should be in the July edition.

## 5. COLCHESTER BOROUGH COUNCILLOR'S REPORT

Borough Cllr Chillingworth advised that Anne Brown was elected as our new Essex County Councillor. He advised the parish council of the situation regarding the planning application for a travellers' site in Vernons Road Chappel. He said that they had laid hardcore and erected fencing for caravans and the application was in abeyance pending more information, the responses were delayed and it was expected that the application would be considered by the planning committee at the end of July. A residents' group has been formed, there have been 3 public meetings and over 200 people attended the last meeting.

Cllr Traube asked if the Borough Council were responsible for the cutting of the grass verges. Borough Cllr Chillingworth said that Essex County Council Highways were responsible and Cllr Traube proposed and it was agreed that the clerk asks ECC Cllr Anne Brown how many times per annum the verges are cut and how wide is the cut. It should be to the top of the bank but it is very thin, about 3 feet.

## 6. ELECTION OF SUB COMMITTEES

It was agreed that the following sub committees be elected:-

Planning	- full council
Finance	- full council
Highways	- Cllr Brook, Cllr Traube
Housing	- Cllr Bartleet, Cllr Maxwell, Cllr Traube
Recreation	- Cllr Coy, Cllr Fairs, Cllr Williamson
Footpaths	- Cllr Bartleet, Cllr Brook, Cllr Traube
Village Hall	- Cllr Brook, Cllr Williamson
Web Site	- Cllr Bartleet, Cllr Fairs
Transport	- Cllr Traube
Youth Activity Club	- Cllr Coy, Cllr Maxwell

The transport representative will continue to be Mr J Bland. He was thanked by the council for his involvement.

## 7. FINANCIAL MATTERS

### a) Cheques for payment

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101052	G & J Barron – fencing for allotments	£ 4,136.00	£ 616.00
101053	I Dyer – handyman	£ 81.94	£ 10.69
101054	I Dyer – grasscuts – 2 at HFRG and 1 at OPF	£ 126.50	£ 16.50
101055	JE & FA Bartleet – parish paths partnership	£ 186.99	£ 24.39
101056	D Williams – clerk salary	£ 350.00	
101057	LC Tippet – internal auditor’s fee	£ 170.00	
101058	D Edwards – design & artwork for village directory	£ 260.00	
101059	Claire PB & Jonathan PR Ltd – printing of village directory	£ 240.00	
101060	C Nice – anti vandal signs for village hall	£ 15.93	£ 2.08
101061	R Hull - parish paths partnership	£ 44.16	£ 5.76

### Youth Activity Account

100014 Gt Tey Village Hall Management Committee – hall rent £ 48.00

(b) The clerk referred to the cheque number 101052 for £4,136.00 which was to be released once the grant monies from Colchester Borough Council (CBC) for £1,900 and from Essex County Council (ECC) for £1,620 had been received. There had been a delay with the receipt of the ECC monies but they have now been promised shortly and the cheque can then be released. - It was agreed that a transfer be made from Business Premium Account to Community Account of £1,800, and the resultant balances after all items are paid and received except cheque number 101052 and the above grant monies is Community Account Cr £1599.06, Youth Activity Club Account Cr £ 2,014.83, and Business Premium Account Cr £ 7,392.14 .The bank statements were signed by the chairman in evidence.

(c) The clerk advised that the internal audit had been completed and copies of the reports dated 1<sup>st</sup> and 2<sup>nd</sup> June from the internal auditor were handed to the chairman and to Cllr Brook. The reports were considered by all members and it was noted that the internal auditor stated that (1) the Council has properly assessed and managed the significant risks,(2) no other areas of risk had been identified, (3)the minutes, cash book and accounting records have been reviewed and all matters have been covered, and (4) Section 4 of the Annual Return was completed and it can be forwarded to the External Auditor. Accordingly Section 1 and Section 2 were completed by the parish council and the clerk was instructed to forward the Annual Return to the external auditor accordingly.

## 8. PLANNING MATTERS - Applications

090663 4 Rectory Cottages, Brook Road – revised submission for two storey and single storey rear extension and internal alterations to ground and first floor to provide new conservatory, larger dining room and additional bedroom on first floor. Provision of new window opening to side elevation. (081622) – No objections subject to neighbours’ views.

090559 Vernons Road, Chappel – stationing of 12 caravans for use by travellers – We object to this planning application for the following reasons:- 1.The site is outside the village envelope, 2. There is poor road access, Vernons Road is narrow, with a sharp bend beside the site, and there is no pavement. 3. The site is in a rural area and should thus prohibit development in the countryside.4. The present local amenities such as sewerage, refuse collection, and parking spaces are insufficient to support this development.

### Approvals

081656 Unit 4, Tey Craft Centre, Brook Road – proposed extension to Unit 4 for storage – approved subject to 3 conditions.

090367 East Gores Farm, East Gores Road – Shed D – change of use from B1/B8 to B1(a) Shed E change of use from redundant agricultural to B1/B8 – approved subject to 5 conditions.

### Refusals

090450 6 Windmills – two storey side extension – refused.

Cllr Coy referred to the development at Homagen, Chappel Road, and said that there is concern that the house constructed appears larger than the plans. It was agreed that the clerk writes to CBC Planning and ask them to confirm that it is in accordance with the plans.

## 9. REGISTRATION OF PARISH COUNCIL LAND WITH THE LAND REGISTRY

The clerk advised that the deeds to the various parcels of land owned by the parish council had been reviewed and did not appear to be as straightforward as expected. After discussion it was agreed that the first registration of the land should be undertaken by our solicitors who had the professional expertise and indemnities. The clerk was thanked for his work and instructed to advise Thompson, Smith and Puxon that we wish them to hold the deeds on our behalf for the time being, and that we would write again next year to give them instructions to register the deeds, saying that the cost does not fall within our budget this financial year, noting that their costs are £500 including VAT plus land registry fees. We should also mention that we do not have formal valuations and propose to value ourselves, seeking their views on this.

## 10. OLD PLAYING FIELD

Cllr Fairs said that there was concern with the continued damage caused to the fence. The content of a further letter to residents of Brook Road whose properties back onto the Old Playing Field was discussed in view of the letter sent on 27 June 2006. It was agreed that Cllr Fairs and Cllr Traube would prepare a draft letter which would be circulated to all members for approval before being sent out by the clerk.

**11. ALLOTMENTS**

Cllr Coy and Cllr Fairs advised that they met to discuss the water supply to the allotments and have agreed for the provision of 2 cattle troughs subject to Anglian Water approval. This cost is covered by the original estimate. Cllr Fairs said that Anglian Water have not yet conducted a site visit to approve and to establish when the supply will be available. They are being chased for a meeting, after which the infrastructure can be installed. Cllr Williamson had circulated revised rules to members and these were agreed with effect from 30<sup>th</sup> September. The clerk advised that with a vacant plot being taken up there were now 2 Great Tey parishioners on the waiting list, and Cllr Coy agreed to include this when he prepares an article for Round and About shortly. Cllr Brook left the meeting at 9.55pm.

**12. VILLAGE HALL**

Cllr Traube said that the new anti climb signs had been installed. The clerk reported no success with funding enquiries for the thermostatic radiator valves and he will try further approaches elsewhere.

**13. CORRESPONDENCE NOT DEALT WITH ELSEWHERE**

From a parishioner regarding the boundary fence between the Harold Fairs Recreation Ground and his property. The clerk was asked to reply confirming that we will arrange for it to be repaired and the vegetation cleared. From the handyman giving a report of outstanding jobs.

**PUBLIC QUESTIONS**

The meeting was suspended for public questions and statements:-

- (i)A parishioner advised that ECC are asking CBC to respond to enquiries regarding health and safety issues at Colchester Bus Station.
  - (ii)A parishioner advised that no repairs have yet been done to the grass verges at the Anglian Water site in Chappel Road. The clerk was instructed to again ask Anglian Water to attend to this.
- The meeting resumed.

**14. OTHER BUSINESS FOR DISCUSSION**

Cllr Williamson asked if the parish council wanted a Best Kept Front Garden competition this year. This was agreed.  
Cllr Coy asked whether the parish council wanted a Best Kept Allotment. This was agreed.  
Cllr Bartleet said that there were some dangerous potholes in Brook House Road, and the clerk was instructed to ask Highways to attend to these.

There being no further business the parish council meeting was closed at 10.10pm.

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