

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held

at the Village Hall, Great Tey on Tuesday 14th June 2011, at 7.30pm

Present: Cllr R Bartleet, Cllr S Beesley, Cllr R Brewer (when co-opted), Cllr S Brook, Cllr R Traube,
Cllr M Williamson

Clerk Mr D Williams, Borough Cllr Chillingworth (later) and 2 members of public attended.

1. APOLOGIES FOR ABSENCE - Cllr R Fairs

2. APPOINTMENT OF CHAIRMAN FOR THIS MEETING

In the absence of the chairman and no appointed vice chairman, the clerk asked for nominations for chairman for this meeting. Cllr Williamson was nominated by Cllr Traube, Cllr Beesley seconded, and as there were no other nominations, Cllr Williamson was appointed chairman for this meeting.

3. DECLARATION OF INTERESTS – None

4. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 10th May 2011 was agreed as a true record and signed by the Chairman.

5. MATTERS ARISING FROM THE MINUTES

Cllr Traube asked if a response had been received from Highways regarding the repair of the pathway outside the former Homagen, Chappel Road. The clerk advised that they had acknowledged and said that they had appointed an engineer to investigate. The clerk was asked to seek an update, and also to ask for an update on the renewal of white lines on the road to the A120 and also on the junction between Tey Road and Chappel Road.

6. VACANCY OF PARISH COUNCILLOR

Cllr Traube nominated Mr Roger Brewer to fill the vacancy of a parish councillor. Cllr Bartleet seconded this, and as there were no other nominations, Mr Brewer was voted to fill the vacancy, he took his place at the meeting and was welcomed.

7. ELECTION OF VICE CHAIRMAN

It was agreed to consider this at the next meeting.

8. FINANCIAL MATTERS

a) The following cheques were authorised for payment

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101202	I Dyer – handyman	£ 193.04	£ 32.17
101203	I Dyer – grasscuts 2 x HFRG, 2 x OPF	£ 158.40	£ 26.40
101204	D Williams – clerk salary £358.33 less PAYE	£ 286.73	
101205	HM Revenue & Customs - PAYE for clerk salary	£ 71.60	
101206	L Tippett – internal auditor fee	£ 170.00	
101207	Playsafety Limited – ROSPA report on the play area	£ 97.20	£ 16.20
101208	Aon Limited – additional insurance premium on gates & fences	£ 55.31	
101209	Campaign to protect Rural England – annual subscription	£ 29.00	

Youth Activity Club Account

100038 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 £976.51, Youth Activity Club Account Cr £1,374.63, and Business Saver Account Cr £11,108.08. The bank statements were signed by the chairman in evidence.

(c) The clerk advised that the internal audit had been completed and the report dated 3rd June 2011 from the internal auditor was shown, a copy prepared for the chairman, and the salient points read out. The internal auditor's report was 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) tests in areas suggested by the Practitioners Guide have been undertaken 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 who authorised the chairman and the clerk to sign them, and the clerk was instructed to forward the Annual Return to the external auditor accordingly.

(d) It was agreed to review standing orders of the council and the financial regulations at the next meeting, and the clerk was asked to obtain and circulate to councillors the drafts of these documents.

9. PLANNING - Applications

110838 1,2&3 Rectory Cottages, Brook Road – Listed building application for painting the external walls in a pale yellow colour called 'Quiet Shore from Johnsons Serial No 25 – no objections subject to neighbours' views.

110857 Fairstead, Tey Road – application for removal or variation of a condition following grant of planning permission (080776) – no objections subject to neighbours' views.

111025 Resthaven, Chappel Road – single storey rear addition – no objections subject to neighbours' views.

- 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 – no objections subject to neighbours’ views.
- 111068 2 Greenfield Drive – proposed extension and alterations – no objections subject to neighbours’ views.
Approvals
- 110713 Gulls Farm, Buckleys Lane – application to replace extant planning & building consents 080808
- 110714 & 080810 min order to extend the time limit for implementation. Approved subject to 7 & 10 conditions.
Other Planning Matters

Cllr Traube said in response to a query from a parishioner that the parish council is not aware of any current planning application for the conversion of garages at Marshalls Farm.

10. OLD PLAYING FIELD

A note clarifying the public usage of the Old Playing Field (OPF) and the Harold Fairs Recreation Ground (HFRG) was agreed and will be put in Round And About.

An email from a resident of The Chase has been received, and the clerk was asked to reply and to reiterate that the parish council and the public have a right of way, and also vehicular access at all times with parish council agreement, to The Chase.

It was agreed that a key to the OPF gate can be left with Cllr Fairs’ office, so that the public may obtain access more easily after parish council agreement has been obtained.

12. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth joined the meeting and said that a new park and ride application by Colchester will be considered shortly.

He said that Colchester Borough Council (CBC) is considering sharing the Chief Executive and other senior positions with Braintree District Council.

Borough Cllr Chillingworth said that the new black refuse sacks issued by CBC were considered as unsuitable for the purpose. He also said that the planning application for Horkesley Park had been refused.

Borough Cllr Chillingworth left the meeting.

Cllr S Brook left the meeting.

11. VILLAGE HALL

Cllr Traube said that the parish council had received a request from the pre school asking for parish council agreement to the installation of a storage shed for equipment use. Cllr Traube said that he was concerned that a car parking space may be lost. After discussion it was agreed that Cllr Traube can meet the pre school committee to discuss and agree the location of the shed.

The clerk was instructed to ask the handyman to spray the weeds around the village hall during the school summer holiday.

13. HAROLD FAIRS RECREATION GROUND

Cllr Williamson said that the school had asked to use the HFRG for the school sports day. This was agreed.

Cllr Traube asked if the handyman had provided a quotation for a pigeon deterrent in the play area. This had not been received and the clerk was instructed to request this quotation.

The ROSPA report on the play area was considered, and the clerk was instructed to ask the handyman to do the two small repairs required. Cllr Brewer said that he would investigate and report back regarding the correct signage required.

Cllr Traube referred to a quotation circulated regarding the refurbishment of another tennis court, and said that the future of our tennis court should be discussed as an agenda item at the next meeting. This was agreed.

14. 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. As the scheme needs 6 volunteers to enable it to operate, he was asked to contact Essex Police to arrange training. A group leader can be identified at that stage.

14. PARISH EMERGENCY PLAN

Cllr Bartleet said that the emergency plan needs to be updated, and he will circulate it to councillors for any ideas, views or information. This can then be reviewed at the next meeting.

15. CORRESPONDENCE NOT DEALT WITH ELSEWHERE - None

PUBLIC QUESTIONS

(i) A parishioner asked if it was the parish council’s intention to write to Colchester Borough Council and complain about the state of the new black waste sacks. Cllr Williamson said that this would be done, deploring the suitability, and the clerk was asked to write accordingly.

(ii) The transport representative said that the Stansted bus will run every hour instead of every 2 hours as before, and he will put an amendment of the times in Round and About.

16. OTHER BUSINESS FOR DISCUSSION

Cllr Bartleet asked if there were any issues in the data protection act information recently issued. The clerk said that it did not appear relevant to this parish council.

Cllr Traube said that he had details of the timings for the issuing of bus passes, and these were handed to the clerk.

Cllr Brewer said that he would like to attend the forthcoming broadband conference, and the clerk was asked to forward details to him. He said that Elm Lane was in a terrible state, and this could be included with the review with Highways of all the roads in the parish. He also said that he would follow with Highways the situation regarding the damaged salt bin at the corner of Chappel Road and Greenfield Drive.

Cllr Brewer said that there were three ways in which the parish council communicated with residents – the notice board, Round and About, and the web site. He considered that there were more issues which could be put in Round and About and he was happy to be involved. He also considered that the parish council minutes should be updated more often and more easily, as they are updated by the web site manager at present. After discussion the clerk was asked to contact the web site manager, advise him of this, and ask if Cllr Beesley could contact him to discuss and review the situation.

There being no further business the parish council meeting was closed at 9.35 pm.

Chairperson.....

Date.....