

# GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held  
at the Village Hall, Great Tey on Tuesday 12<sup>th</sup> May 2009, at 8.10pm

Present:

Cllr R Bartleet, Cllr R Fairs, Cllr A Maxwell, Cllr R Traube, Cllr M Williamson.

Clerk Mr D Williams and 6 members of public attended.

## ANNUAL GENERAL MEETING

### 1.ELECTION OF CHAIRMAN

Cllr R Fairs was proposed by Cllr Traube and seconded by Cllr Williamson. There being no other nominations Cllr Fairs was duly elected chairman and took over the chair.

### 2. APOLOGIES FOR ABSENCE – Cllr Coy

### 3. ELECTION OF VICE CHAIRMAN

Cllr A Maxwell was proposed by Cllr Fairs and seconded by Cllr Bartleet. There being no other nominations Cllr Maxwell was duly elected vice chairman.

### 4.ELECTION OF SUB COMMITTEES

It was agreed that the sub committees would be considered at the Parish Council meeting in June, and the clerk was asked to circulate details of the current sub committees to members.

There being no further business the Annual General Meeting closed at 8.15pm.

## PARISH COUNCIL MEETING

Opened at 8.16pm.

### 1.APOLOGIES FOR ABSENCE - 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 14<sup>th</sup> April 2009 were agreed as a true record and signed by the Chairman.

### 4. PARISH COUNCILLOR VACANCY

Cllr Fairs said that the vacancy for a parish councillor had been advertised and as no election had been called, the vacancy could be filled by co option. Mr Simon Brook expressed interest and was duly co opted. He was welcomed to the council and took his place.

### 5. FINANCIAL MATTERS

(a) Funds Received - Colchester BC – precept & grant

£ 7,120.00

(b) Cheques for payment

Chq.No. Payee

Amount (£)/ of which VAT:-

101047 Allianz Insurance –engineering policy play area

£ 352.69 £ 46.00

101048 D Williams – clerk salary

£ 350.00

101049 I Dyer – grasscuts OPF & HFRG

£ 151.80 £ 19.80

101050 I Dyer – handyman

£ 152.95 £ 19.95

101051 Allianz Insurance –policy annual renewal

£ 779.77

#### Youth Activity Account

100010 Gt Tey Village Hall Management Committee – hall rent

£ 16.00

100011 Great Tey Parish Council – allotment rent

£ 0.50

100012 Great Tey Youth Club – reimbursement for expenses

£ 156.02

100013 Projectorprint – projector & screen

£ 662.40 £ 86.40

(c) It was agreed that a transfer be made from Business Premium Account to Community Account of £5,000, and the resultant balances after all items are paid and received is Community Account Cr £1,230.42, Youth Activity Club Account Cr £ 2,062.83, and Business Premium Account Cr £ 9,192.00 .The bank statements were signed by the chairman in evidence.

(d) The clerk advised that the Audit Commission had responded regarding our request to reduce the external auditor's fee and they confirmed that the invoice could not be reduced. It was agreed to pay the invoice.

(e) The clerk advised that he approached Zurich for an alternative quotation for the parish council's insurance policy, and Zurich quoted a premium of £837.97. It was agreed therefore to renew the policy with Allianz Insurance as the premium of £779.77 included a 15% discount.

(f) The clerk presented the annual accounts for the year ended 31<sup>st</sup> March 2009. These accounts showed total income of £ 25,924.41 including Youth Activity Club income of £5,047.00; total payments of £24,136.86 including Youth Activity Club payments of £ 1,501.09; bank balances of £ 10,263.37; and total reserves of £69,688.51. Cllr Traube proposed that the accounts be accepted and Cllr Williamson seconded the proposal. This was agreed and the accounts were signed by the chairman and clerk. It was agreed that the internal auditor, L

Tippett, be asked to audit these accounts within the new reduced timescale before the accounts are submitted to the external auditor.

## 6. PLANNING MATTERS - Applications

- 090584 Pattocks Cottage, Pattocks Lane, Chappel – proposed side extensions and alterations, including garage and outbuildings, new access to highway – no objections subject to neighbours’ views.
- Elm Farm, Elm Lane – New goods vehicle operator’s licence for 2 vehicles and 2 trailers - advice only as only neighbours can comment on this application.

### Approvals

- 090329 Moor Farm, Moor Road – entrance porch and two storey side extension – (resubmission of application 080704) – approved subject to 8 conditions

## 7. ALLOTMENTS

Cllr Fairs said that he was in contact with Cllr Coy to arrange the infrastructure for the installation of the water supply, which is anticipated for late June. Anglian Water had completed a survey without him being present, and he would contact them regarding this. Cllr Traube said that any alteration to the original estimate for the water installation should be discussed by the parish council.

The clerk advised that Cllr Coy had confirmed that the installation of the allotment fencing was satisfactory, and it was agreed that a cheque for £ 4,136.00 including VAT of £616.00 could be paid and released once the applied grant monies had been received from Colchester Borough Council and Essex County Council.

Cllr Williamson distributed the proposed revision of the rules for plot holders which were considered. Alterations were discussed and it was agreed that a new set of rules would be circulated and discussed at the next meeting.

## 8. VILLAGE HALL

Cllr Traube said that the signs for the anti vandal paint had been removed, and he will ask Mr C Nice to order replacement signs.

Cllr Traube said that he had obtained a quotation of £1,615 for the installation of thermostatic valves to the radiators, and the clerk was asked to investigate the availability of grant funding for this.

## 9. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

Letter from a parishioner regarding rubbish thrown on to the Old Playing Field, together with the removal of fence posts and the breaking of the fence. It was agreed that the fencing of the Old Playing Field be considered at the June meeting, and the clerk was asked to circulate to members previous correspondence sent to parishioners regarding this.

Letter received from the Youth Activity Club asking for approval to site a small tool container on their allotment plot and a two foot high wooden divider between their plot and the adjoining one. This was agreed.

Letter received from the Youth Activity Club asking for approval to use the Old Playing Field for activities and a Barbeque some evenings, and also the Harold Fairs Recreation Ground and car park for activities. They have insurance. This was agreed.

Letter from a parishioner requesting that the Harold Fairs Recreation Ground be used on 28<sup>th</sup> June for a village sports day, and that the grass is cut shortly before the sports day. They will tidy up. This was agreed subject to satisfactory public liability insurance being held. The clerk was instructed to ask the parish council insurers whether this was covered under the annual policy, and to suggest that the organisers of the sports day make enquiries for insurance as well elsewhere pending the reply from our insurers.

## PUBLIC QUESTIONS

The meeting was suspended for public questions and statements:-

(i) A parishioner said that he will continue to contact Colchester Borough Council regarding Health and Safety issues at Colchester Bus Station.

(ii) A parishioner asked if a telephone line and internet access could be installed at the village hall – Cllr Traube said that the parish council had not budgeted for line rental and installation and would need to look at finance.

The meeting resumed.

## 10. OTHER BUSINESS FOR DISCUSSION

Cllr Williamson said that she had received complaints regarding dog mess in the Great Yard. It was agreed that the clerk placed an article in Round and About reminding dog owners of their responsibility to clean up.

Cllrs Fairs, Maxwell and Traube agreed to meet Highways for the annual walk around the parish and arrangements were made for a meeting.

Cllr Fairs agreed to arrange some planting of trees in Harold Fairs Recreation Ground as previously agreed.

The clerk referred to Allianz Insurance’s requirement that a tree report be obtained annually, and it was agreed that he obtain a report from Essex County Council who prepared the previous report, after obtaining a quotation. There being no further business the parish council meeting was closed at 9.10pm.

Chairperson.....

Date.....