

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held  
at the Village Hall, Great Tey on Tuesday 18<sup>th</sup> June 2013, at 7.30 pm

Present:- Cllr Bartleet, Cllr Beesley (Chairman), Cllr Brewer, Cllr Williamson  
Clerk Mr D Williams and 1 member of public attended.

**1.APOLOGIES FOR ABSENCE** – Cllr Fairs, Cllr Langthorne, Cllr Veash

**2. DECLARATION OF INTERESTS** – None.

**3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING** - The minutes of the last parish council meeting of 14th May 2013 were agreed as a true record and signed by the Chairman.

## **4. MATTERS ARISING FROM THE MINUTES**

Cllr Brewer said that he had sent another report to Essex County Council (ECC) Highways regarding flooding in Brook Road and the condition of the layby in Brook House Road. No response has yet been received.

Cllr Brewer said that he would contact Mr Dyer regarding the clearing of the rubbish around the stumps of the former trees between the Village Hall and The Old Rectory.

Cllr Beesley said that the Scouts had completed a litter pick as a community project, and the clerk was asked to write and thank them.

## **5. PUBLIC QUESTIONS**

The meeting was suspended for public questions and statements:-

(i) The transport representative said that he will raise several issues regarding health and safety responsibilities at Colchester bus station at the forthcoming bus users' meeting.

The meeting was resumed.

1 member of public left the meeting.

## **6. FINANCIAL MATTERS**

(a) The following cheques were approved for payment:-

Chq.No.	Payee	Amount (£)/ of which VAT:-			
101344	Mrs R Stone – notice board rental	£	10.00		
101345	I Dyer – grasscutting	£	158.40	£	26.40
101346	I Dyer – handyman	£	126.00	£	21.00
101347	D Williams- clerk salary £448.50 less PAYE £89.70	£	358.80		
101348	HM Revenue & Customs - PAYE for clerk salary	£	89.70		
101349	L Tippett – internal auditor fee	£	170.00		
Youth Activity Club Account					
100060	Gt Tey Village Hall Management Committee – hall rental	£	34.00		

(b) A transfer of £ 900 from Business Saver Account to Community Account was approved. The resultant balances after all items are paid and received is Community Account Cr £1,050.09, Youth Activity Club Account Cr704.23 and Business Saver Account Cr £16,720.04. 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 8th June 2013 from the internal auditor was shown, 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.

(e) The clerk advised that he had investigated whether or not the council can maintain all funds on Community Current Account in view of the low rates of interest paid on the Business Savings Account without incurring charges. He said that this could be done, and it was agreed therefore that whilst interest rates were low, that all funds except £1 be kept on current account to reduce administration and postage charges which is higher than the interest received.

## **7. PLANNING MATTERS**

(a) Approvals

(i) 130623 Land Between Marshalls Farm House and Marshalls House, Chappel Road – Variation of condition 2 of planning permission 120715 – approved subject to 9 conditions

(ii) 130625 – Couch End, Chappel Road – Demolition of existing conservatory structure to be replaced with rear single storey extension – approved subject to 2 conditions.

(b) Borough Cllr Chillingworth had been asked to support the council's request that we continue to receive paper copies of planning applications following CBC advice that paper copies of planning applications will not be sent in future. He has advised that he raised this matter with the Colchester Borough Council (CBC) Planning Service Manager who was not prepared to agree. It was agreed that the clerk replies to Borough Cllr Chillingworth and advise that the council is disappointed and refer him to the minutes of the recent Colchester Association of Local Council (CALC) meeting where CALC have agreed to meet with CBC officials to discuss the issues further. Our village has difficulty with poor internet access, and the parish council has no facility to print plans of A1 or A2 size. The parish council are prepared to pay for the provision of paper copies of planning applications, and the cost must be less than £100 pa for Great Tey, a small contribution to the total quoted of £85,000 and it is for these reasons that it is not appropriate for all councils to be considered the same. The parish council are aware that another very local district council have made exceptions in these circumstances therefore ask that this is reconsidered, mentioning the number of planning applications received in the last 12 months.

## **8. OLD PLAYING FIELD**

Cllr Bartleet said that he would undertake a twice yearly review of the state of the ash trees in parish council and Trustees of the Village Hall ownership in the parish in view of the Ash Dieback disease affecting ash trees, and he will report back on his findings.

## **9. VILLAGE HALL**

In preparation for the refurbishment in August it was agreed that the clerk requests the agreed contributions of £1,000 from the Village Hall Management Committee (VHMC) and £7,500 from the Trustees of the Village Hall. The balance of the £12,800 cost, being £4,300 is to be paid from the Parish Council reserves.

The clerk was instructed to ask Cllr Fairs to liaise with Mr Hermon to confirm the start and finish dates of the refurbishment.

The clerk was instructed to ask the VHMC what arrangements have been made with village hall users regarding the usage of the hall in August whilst the refurbishments are being undertaken.

## **10. HAROLD FAIRS RECREATION GROUND**

Cllr Williamson said that the primary school had asked to use the Harold Fairs Recreation Ground on 24<sup>th</sup> June for their sports day. This was agreed.

Cllr Brewer said that he had reported damage to a seat at HFRG and the handyman has mended it.

## **11. HIGHWAYS**

Cllr Williamson said that there was damage to a bridge on a public footpath, the precise location of which Cllr Bartleet said he would provide to the clerk so that he can report it to ECC Highways Public Footpath team.

Cllr Brewer said that the roads in the area are becoming worse, and he was waiting for a reply to his latest report to ECC Highways.

The clerk said that he had received an enquiry from a parishioner regarding the cutting of the grass bank outside Old Warrens, The Street. It was agreed that the parish council would continue to have this area cut as it is an important feature of the village, although the parish council did not claim ownership of the area. The precise area of cutting would be clarified with the handyman.

## **12. WEB SITE**

Cllr Beesley said that the current web site is difficult to update in some areas. The clerk updates the articles, and as the web designer has quoted a cost of £60 per hour to update the remainder, Cllr Beesley said that he will try to update these areas himself. The alternative is to consider a complete redesigning of the site, although updating will still be an issue. He will report back.

## **13. OTHER BUSINESS FOR DISCUSSION**

Cllr Beesley said that a request had been received from the First Responders Group to support their request to Chappel Parish Council for use of their Village Hall for 10 monthly meetings a year at no cost. The clerk was requested to write as our village hall is not available on the day they have requested, and alternatives offered are not suitable for the group.

The clerk reported that the cost of a professional valuation for the village hall is in the region of £250. It was agreed to establish from the insurers the cost of building cover and if the cover is reduced to say £250,000 what would be the reduction in the premium.

Cllr Brewer said that he would like to attend the meeting at Chappel Parish Council regarding ECC Superfast Broadband. The clerk was asked to make the arrangements.

Cllr Williamson said that the judging for the best kept front garden and the best kept allotment will take place during July.

Cllr Bartleet asked the clerk to ask ECC Highway Rangers to paint and tidy up the metal signposts at the top of Coggeshall Road and the bottom of New Barn Lane.

Cllr Brewer said that he would contact ECC Highways regarding the missing signpost at the top of New Barn Lane at the junction with Earls Colne Road, and also the leaning signpost at the junction of Moor Road and Chappel Road. He will also enquire regarding the outstanding parish request for the redesigning of the junction at Earls Colne Road and Chappel Road opposite Scenterfields.

**14.EXCLUSION OF THE PUBLIC.**

In accordance with the Local Government Act 1972 Sections 100 and 102, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, it was agreed to exclude the public, including the press, from the meeting so that any items containing exempt information can be decided.

**15. GREAT TEY PUMP WALL**

Damage has been caused to the Pump House wall by a conifer tree which has now been removed. The clerk was asked to clarify with the neighbours of Tey House whether they can clarify ownership of the wall and if not establish that they are happy that the parish council takes over maintenance of the pump house wall. If they are, then the clerk was asked to write to the owner of Tey House and ask for his confirmation that he is also happy for the parish council to take over maintenance of the pump house wall, and if so, advise him that we will arrange for the wall to be repaired at the cost of the parish council.

The clerk was asked to approach Essex Heritage Trust to establish whether this project would qualify for grant funding before accepting the only quotation received for the repair of the wall. The second quotation requested has not been received.

There being no further business the parish council meeting was closed at 9.55pm.

Chairperson.....

Date.....