

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held

at the Village Hall, Great Tey on Tuesday 9<sup>th</sup> June 2015, at 7.30 pm

Present: Cllr Barron, Cllr Bartleet (Chairman), Cllr Hamer, Cllr Williamson.

Clerk Mr D Williams and Borough Cllr Chillingworth. No members of the public attended.

**1. APOLOGIES FOR ABSENCE** – Cllr Beesley, Cllr Fairs

**2. DECLARATION OF INTERESTS** – Cllr Barron declared an interest in minute 10 regarding the proposed works to the tennis court area at Harold Fairs Recreation Ground, and said that she would withdraw from the meeting room whilst this matter was being considered.

**3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING** - The minutes of the last parish council meeting of 12<sup>th</sup> May 2015 were agreed as a true record and signed by the Chairman.

**4. MATTERS ARISING FROM THE MINUTES** – None

**PUBLIC QUESTIONS AND STATEMENTS** - None

## **5. REPORT FROM COLCHESTER BOROUGH COUNCILLOR**

Borough Cllr Chillingworth said that he has £400 available under the Locality Budget for a community project in Great Tey and asked for a proposal when convenient.

He said that several roads in the area were being patched and are to be resurfaced later.

Borough Cllr Chillingworth left the meeting.

Cllr Hamer suggested that funding could be considered for a mirror opposite Earls Colne Road to aid vehicles exiting onto Chappel Road because of limited visibility at that junction.

She also suggested that warning signs are placed on Great Tey Road to advise vehicles travelling from A120 that the 30mph limit is near, similar to those at Bradwell on A120.

It was agreed that these proposals be sent to the Local Highways Scheme, and the clerk was asked to deal with this.

## **6. CO OPTION OF A PARISH COUNCILLOR TO FILL THE VACANCY**

Cllr Bartleet asked if there were any nominations for the vacancy of a parish councillor. There were no nominations and members were asked to consider further. The clerk was asked to draft an article for inclusion in Round and About and to send it to members for their approval.

## **7. FINANCIAL MATTERS**

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

Chq.No.	Payee	Amount (£)/ of which VAT:-
101480	Aon UK Limited – renewal of parish council policy	£ 819.16
101486	D Williams-clerk salary £458.33 less PAYE £91.60	£ 366.73
101487	HM Revenue & Customs - PAYE for clerk salary	£ 91.60
101488	Mrs R Stone – notice board rental	£ 10.00
101489	L C Tippett – internal auditor’s fee	£ 170.00

(b) The annual parish council insurance is due for renewal on 1<sup>st</sup> June. The existing insurer is Allianz and their broker Aon UK Ltd quoted £948.02, the same premium as last year. However several parts of the policy cover have been increased. The clerk reported that he contacted Aon UK and discussed these amendments and the premium quotation has been reduced to £819.16 with the same cover. Members agreed to renew with Aon and cheque 101480 was amended to show the reduced premium and released.

(c) The resultant balances after all items are paid and received is Community Account Cr £20,385.01, Business Saver Account Cr £ 22.38, and Youth Activity Club Account Nil Balance. The Youth Activity Club will be closed. The bank statements were signed by the chairman in evidence.

(d) The clerk advised that the internal audit had been completed for the accounts for the year to 31 March 2015 and the report dated 7th June 2015 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.

## **8. PLANNING MATTERS**

(a) Approvals

150689 Marshalls House, Chappel Road - Single storey rear & side extension & internal alterations to provide disabled accommodation. (Ground floor bedroom & wetroom)- approved subject to 3 conditions & 1 informative.

150774 Pattocks Farm, Pattocks Lane, Chappel – application for prior notification of a proposed agricultural building – prior approval not required

**9. HIGHWAYS**

Cllr Bartleet said that there was a number of roads being repaired in the parish at the moment.

**10. HAROLD FAIRS RECREATION GROUND**

Cllr Bartleet said that the handyman has written to say that the tennis court is looking really awful, and he asked whether he should clear up the surface and start putting soil in free of charge, whereas he usually sell it. The clerk was asked to thank him for his kind offer, but ask him not to do anything at the tennis court at present.

Cllr Bartleet and Cllr Williamson said that they will make arrangements to meet the contractor on site and instruct him regarding the removal of the trees around the tennis court. Once the tree works have been done application can be made to CBC for approval for the ground works.

Cllr Bartleet said that the handyman has written to report that the bridge over the mounds at the play area at the Harold Fairs Recreation Ground needs attention, either by repair which may not be satisfactory, or by replacement. The clerk was asked to reply and ask for a quotation to repair and also a quotation for a steel framed bridge and timber walkway, also giving some images. Members agreed to consider this at the next meeting together with the ROSPA report on the play area which is now due.

There being no further business the parish council meeting was closed at 8.50 pm.

Chairperson.....

Date.....