

# GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held  
at the Village Hall, Great Tey on Tuesday 14<sup>th</sup> May 2013, at 8.00pm

Present:

Cllr Bartleet, Cllr Beesley, Cllr Brewer, Cllr Fairs (Chairman), Cllr Veash, Cllr Williamson  
Clerk Mr D Williams and 12 members of public attended.

## ANNUAL GENERAL MEETING

### 1.ELECTION OF CHAIRMAN

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

### 2.APOLOGIES FOR ABSENCE – Cllr Langthorne

**3. ELECTION OF VICE CHAIRMAN** – Cllr Beesley was proposed by Cllr Veash and seconded by Cllr Brewer. There being no other nominations Cllr Beesley was duly elected vice chairman unanimously.

### 4.ELECTION OF SUB COMMITTEES

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

Planning	- full council	Footpaths	- Cllr Bartleet, Cllr Langthorne
Finance	- full council	Village Hall	- Cllr Veash, Cllr Williamson
Highways	- Cllr Brewer, Cllr Langthorne	Web Site	- Cllr Beesley, Cllr Fairs
Housing	- Cllr Bartleet, Cllr Langthorne , Cllr Veash	Transport	- Cllr Langthorne, Cllr Brewer
Recreation	- Cllr Fairs, Cllr Williamson	Youth Activity Club	- Cllr Beesley
Neighbourhood Watch	- Cllr Fairs		

Mr J Bland agreed to remain as transport representative. He was thanked by the council for his involvement.

There being no further business the Annual General Meeting closed at 8.05pm.

## PARISH COUNCIL MEETING -Opened at 8.06pm.

### 1.APOLOGIES FOR ABSENCE – Cllr Langthorne

### 2. DECLARATION OF INTERESTS – None.

**3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING** - The minutes of the last parish council meeting of 9th April 2013 were agreed as a true record and signed by the Chairman.

### 4. MATTERS ARISING FROM THE MINUTES

Cllr Brewer said that the grass verges were now too thick to undertake the litter pick, and Cllr Fairs said that we should cancel the litter pick this year. Cllr Bartleet said that we should make the arrangements in January for a March litter pick.

The clerk advised that the parish council cannot claim the Section 106 grant monies of £551 for the village hall refurbishment costs until the works to the planning approval which had the grant monies as a condition of approval, have started.

### 5. PUBLIC QUESTIONS

The meeting was suspended for public questions and statements:-

(i) The owners of Tey House said that they were unaware of the problems when they recently purchased the property, regarding the damage to the wall separating their property with the Pump House. They are waiting for a report from Colchester Borough Council (CBC) and they say that a tree surgeon considers that the problem has been apparent for some years.

(ii) 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.

(iii) The First Responder trainer said that they are unable to arrange their monthly training meeting on 2<sup>nd</sup> Wednesday from 7-10pm at the Village Hall as it was not available. The group has to pay £20 per month to use Chappel Village Hall. He asked whether the parish council could fund this for either this or the next financial year or make an arrangement with Chappel. Cllr Fairs said that the parish council will look into this.

(iv) A parishioner said that water is washed into his house on Brook Road when the road has puddles. Cllr Brewer said that he would include this in his next report to Essex County Council (ECC) Highways.

(v) A parishioner said that she was concerned that property and land in Marshall's Farm is for sale following the recent planning approval, and may be sold with several plots. Planning permission has been granted for a new build property to replace a mobile home and concern was raised that once the new build was complete the mobile home should be removed. Cllr Fairs said that as with all planning approvals, the parish council will monitor the development.

The meeting was resumed.

9 members of public left the meeting.

## 5. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)	of which VAT:-
101339	Anglian Water – allotments water	£ 6.82	
101340	I Dyer – grasscutting OPF & HFRG	£ 105.60	£ 17.60
101341	Aon UK Limited – annual insurance policy	£ 932.60	
101342	D Williams- clerk salary £448.50 less PAYE £89.70	£ 358.80	
101343	HM Revenue & Customs - PAYE for clerk salary	£ 89.70	
Youth Activity Club Account			
100059	Gt Tey Village Hall Management Committee – hall rental	£ 34.00	

(b) A transfer of £6,000 from Community Account to Business Saving Account was approved. The resultant balances after all items are paid and received is Community Account Cr £1,062.99, Youth Activity Club Account Cr704.23 and Business Saver Account Cr £17,620.04. The bank statements were signed by the chairman in evidence.

(c) The clerk presented the annual accounts for the year ended 31<sup>st</sup> March 2013. These accounts showed total income of £ 17,160.75; total payments of £15,716.35 including Youth Activity Club payments of £334.40; bank balances of £ 13,913.18 and total reserves of £72,798.64. It was agreed that the accounts be accepted 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 external auditor's timescale before the accounts are submitted to the external auditor.

(d) The clerk was asked to investigate whether or not the council can maintain one bank account in view of the low rates of interest paid on the Business Savings Account, and report back.

## 6. PLANNING MATTERS

a) Approvals - (i) 130422 Scenterfields, Chappel Road – Lawful Development Certificate for an existing use – Occupation of Scenterfields in non compliance with Condition 2 of planning application COL/89/1883 (Agricultural Occupancy Condition) - approved

(b) Borough Cllr Chillingworth has 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 is to bring this issue to the next CBC planning committee meeting and report back.

## 7. HAROLD FAIRS RECREATION GROUND

The forthcoming grant of £1,918 being Section 106 monies relating to a recent planning application was discussed. It was agreed that these funds should be spent on the play area. Cllr Fairs has presented a report and the ROSPA report is awaited. Cllr Brewer said that Trustee funds should be used if necessary to maintain this Trust asset.

## 8. HIGHWAYS

Cllr Brewer gave an updated report on the correspondence with Essex CC regarding the Highways issues. He said that the pavement outside Tocia, Chappel Road had been relaid.

## 9. OTHER BUSINESS FOR DISCUSSION

Cllr Brewer said that the stumps of the hedge recently cleared at the boundary with The Old Rectory need the rubbish clearing from it. The clerk was instructed to ask the handyman to contact Cllr Brewer to clarify what is required.

Cllr Fairs said that the web site is out of date, and it was agreed to instruct the clerk to ask Mr R Appleton whether he is interested in updating the site from time to time, and the cost involved. Alternatively he may recommend that the council change to a more user friendly system, and if so the cost involved.

Cllr Brewer said that the handyman should now be asked to revarnish the bus shelter, and also to replace some tiles, and the clerk was asked to attend to that.

## 10. 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.

## 11. GREAT TEY PUMP WALL

Damage has been caused to the Pump House wall by a conifer tree. The clerk was asked to investigate whether the council has details of ownership of the wall, and if not ask the new owners if they have details of ownership.

There being no further business the parish council meeting was closed at 10.05pm.

Chairperson.....

Date.....