

GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 13th May 2014, at 7.50pm

Present: Cllr Bartleet, Cllr Beesley (Chairman), Cllr Williamson.

Clerk Mr D Williams and 1 member of public attended.

ANNUAL GENERAL MEETING

1. ELECTION OF CHAIRMAN

Cllr Fairs was proposed by Cllr Williamson and seconded by Cllr Beesley. There being no other nominations Cllr Fairs was duly elected chairman unanimously in his absence.

Cllr Beesley was elected chairman for this meeting and the subsequent parish council meeting.

Cllr Beesley said that Cllr Brewer and Cllr Veash had resigned as parish councillors. Cllr Brewer was thanked for his considerable work, particularly regarding Highways and the Village Hall restructuring, and Cllr Veash was also thanked for her involvement.

2. APOLOGIES FOR ABSENCE – Cllr Fairs, Cllr Langthorne

3. ELECTION OF VICE CHAIRMAN – Cllr Beesley was proposed by Cllr Williamson and seconded by Cllr Bartleet. There were insufficient members to elect him and this will be carried over to the next meeting.

4. ELECTION OF SUB COMMITTEES

It was agreed that pending the appointment of two councillors the following sub committees be elected:-

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

Mr J Bland has withdrawn as transport representative. He was thanked by the council for his many years involvement and support for the bus service.

There being no further business the Annual General Meeting closed at 8.02pm.

PARISH COUNCIL MEETING -Opened at 8.03pm.

1. APOLOGIES FOR ABSENCE – Cllr Fairs, Cllr Langthorne

2. DECLARATION OF INTERESTS – Cllr Beesley declared a non pecuniary interest in the planning matter regarding Great Tey Reservoir as he is a neighbour.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 8th April 2014 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES

Cllr Williamson said that Playquip were starting the replacement of some of the play equipment on 27th May. The clerk referred to the proposed quotation for work to the area between the path and the play equipment on Harold Fairs Recreation Ground and the size of the area to be slabbed. Cllr Williamson said that she would measure the area and report back to members.

PUBLIC QUESTIONS

The meeting was suspended for Public Questions and Statements.

(i).A parishioner asked when would the minutes be available for the recent meeting of the village hall management committee. Cllr Beesley said that they would be available after they had been signed at the next management committee meeting.

(ii).A parishioner said that there had been difficulties accessing the village hall surgery on Friday mornings when the pre-school are in attendance. The clerk was asked to contact the village hall manager and ask him to liaise with pre-school to allow patients access to the hall.

The meeting was resumed.

5. REPORT FROM ESSEX COUNTY COUNCILLOR

The chairman reported that Essex County Council (ECC) Cllr Brown had said at the Annual Parish Meeting that she would follow the Highways repairs, and parishioners were encouraged to put pothole details on the ECC web site. She also had said that she would enquire regarding the next step in the bus survey consultation.

6. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101414	Aon UK Limited – renewal of parish council policy	£ 948.02	
101415	Colchester Association of Local Councils – subscription	£ 35.00	
101416	D Williams- clerk salary £453.00 less PAYE £90.60	£ 362.40	
101417	HM Revenue & Customs - PAYE for clerk salary	£ 90.60	
101418	I Dyer – grasscutting	£ 158.40	£ 26.40
101419	Gt Tey Village Hall Committee – user subsidies Jan-March	£ 222.00	
101420	Anglian Water – allotments water usage	£ 8.62	
Youth Activity Club Account			
100070	Gt Tey Village Hall Committee – hall rental	£ 21.00	

(b) The resultant balances after all items are paid and received is Community Account Cr £ 17,067.74, Youth Activity Club Account Cr 428.23 and Business Saver Account Cr £ 22.38. The bank statements were signed by the chairman in evidence.

(c) The clerk presented the annual accounts for the year ended 31st March 2014. These accounts showed total income of £ 28,513.81; total payments of £30,547.41 including Youth Activity Club payments of £357.00; bank balances of £ 11,879.58 and capital reserves of £65,383.72. 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, Ms L Tippett, be asked to audit these accounts within the external auditor’s timescale before the accounts are submitted to the external auditor. It is noted and accepted that Ms Tippett has undertaken the internal audit for a number of years.

(d) The annual parish council insurance is due for renewal on 1st June. The existing insurer is Allianz and their broker Aon UK Ltd quote £948.02. We have been seeking an alternative quote from Zurich Insurance but it is not yet to hand. The clerk was instructed to refer the Zurich quote to members when received. If it is not competitive then cheque 101414 can be released.

(e) The parish council insurers request a tree report every five years and thus a report is now due. It was agreed to accept a quotation of £345 from Essex County Council (ECC) and to report on the trees as previously, adding the tree at the junction of Coggeshall Road and The Street. The clerk was asked to instruct ECC accordingly.

7. PLANNING MATTERS

a) Applications

144660 4 Brook Cottages, Brook Road – two storey side extension – no objection subject to neighbours’ views

(b) Appeals

131435 Land South East of garden to Toccia, Chappel Road – change of use of land – appeal dismissed

(b) Other Planning Matters

091660 Great Tey Reservoir, Chappel Road – Proposed amendment to landscaping at front. After discussion it was agreed to ask Anglian Water to put in the hedging in accordance with the planning application.

11. HIGHWAYS

Clr Bartleet said that he met with ECC Highways and ECC Cllr Brown on site at The Old Rectory, Great Tey Road, at Brook Road and at East Gores regarding the flooding of the roads in those areas, and their report is awaited.

12. ANY OTHER BUSINESS

The management and updating of the web site was discussed with action points agreed for Cllr Beesley and the clerk.

There being no further business the parish council meeting was closed at 9.45 pm.

Chairperson.....

Date.....