

GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 9th May 2017 at 7.42pm

Present: Cllr Bartleet, Cllr Beesley (Chairman), Cllr Frost, Cllr Hamer, Cllr Hunt, Cllr Williamson.
Clerk Mr D Williams and 16 members of the public attended.

ANNUAL GENERAL MEETING

1.ELECTION OF CHAIRMAN

Cllr Beesley was proposed by Cllr Williamson and seconded by Cllr Hamer. There being no other nominations Cllr Beesley was duly elected chairman unanimously and he took the chair. He said that he would take the chair for this meeting only and it was agreed that the election of a chairman would be on the agenda for the next meeting.

2.APOLOGIES FOR ABSENCE – Cllr Fairs

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

4.ELECTION OF SUB COMMITTEES

It was agreed that the committees and councillor responsibilities remain as before apart from Cllr Frost taking over the responsibilities of Cllr Barron. The sub committees are:-

Planning - full council

Footpaths - Cllr Bartleet, Cllr Hamer, Cllr Hunt

Finance - full council

Village Hall - Cllr Williamson, Cllr Hamer

Highways - Cllr Bartleet, Cllr Hamer, Cllr Hunt

Web Site - Cllr Beesley, Cllr Fairs

Housing - Cllr Bartleet, Cllr Frost.

Transport - Cllr Bartleet, Cllr Hunt

Recreation - Cllr Williamson, Cllr Fairs, Cllr Frost.

Youth Activity Club - Cllr Beesley, Cllr Hamer

A bus service sub committee was considered and it was decided that it was not required.

The meeting was suspended

A member of the public said that the transport committee has not been involved at all with the considerable bus issues.

Cllr Bartleet said that it is the responsibility of the clerk as council executive to contact Essex County Council (ECC) and the bus company.

The member of the public said that he had advised the bus company about several issues in the past by telephone and this had sorted out the problem.

The meeting resumed.

There being no further business the Annual General Meeting closed at 7.55pm.

PARISH COUNCIL MEETING opened at 7.56pm

1.APOLOGIES FOR ABSENCE – Cllr Fairs

2. **DECLARATIONS OF INTERESTS** – Cllr Hamer declared an interest in minute 9 regarding the planning application for Land adjacent The Laurels as it adjacent to her land.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING

The minutes of the last parish council meeting of 11th April 2017 were agreed as a true record and signed by the chairman.

4. MATTERS ARISING FROM THE MINUTES

Cllr Hamer noted that the signpost at the junction of Earls Colne Road and Chappel Road had been cleaned.

PUBLIC QUESTIONS The meeting was suspended for public questions and statements.

(i).Will the parish council meeting agendas and minutes be published in Round and About Great Tey (R&A)

Cllr Beesley said that the editor of R & A said that that the draft agenda could be included, but he did not consider that the minutes would be needed by the readers.

(ii).Can the minutes be emailed.

Cllr Beesley said that they are on the web site which has now been updated.

(iii).Why is £500 in the budget of the parish council when the village hall is the responsibility of the Trustees of the Village Hall.

Cllr Bartleet said that we consider it prudent to budget each year for roof repairs.

(iv).Should we therefore increase the cost of renting the hall to cover the roof repair budget.

Cllr Williamson said that the Trustees are responsible for the hall fabric, and the hall management committee is responsible for day to day management.

(v) The road sign stating that the A120 is closed is still on display near the church although the road is now open.

Cllr Beesley said that if we see the sign again we will advise ECC Highways.

The meeting continued.

5. VILLAGE HALL

Cllr Williamson said that three issues regarding an increase to the Village Hall manager's salary, the Work Place pension scheme, and to spend £90 for a new handrail outside at the back of the hall and a new cigarette box in the front of the village hall, have been agreed in principle and these will be confirmed at a Trustees meeting next month.

6. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth at the Annual Parish Meeting asked that the locality budget request is resubmitted to him. He said that the details of the change of waste disposal arrangements previously advised are on the Colchester Borough Council (CBC) web site. Members agreed that the details should be put in R & A and on the web site.

Borough Cllr Chillingworth said that the draft local plan is on the agenda for the meeting of 17th May and the details will be on the CBC web site in the next few days. Public consultations will be at meetings at Great Tey Village Hall on 27th June and at Marks Tey Village Hall on 1st July.

7. NEIGHBOURHOOD PLAN

Cllr Hamer said that a recent meeting had been held with CBC who gave guidance on a neighbourhood plan process, and a subsequent meeting with the 4 members of the public who wish to be involved. The members who are on the neighbourhood plan sub committee are Cllr Hamer (Chair), Cllr Frost, Cllr Hunt and Cllr Williamson.

The meeting was suspended.

A member of public said that he understood that the Local Plan will be approved by the end of the year and so the Neighbourhood Plan would not affect this until it is completed in 2 years time.

Considerable discussion followed regarding the time frame of the Neighbourhood Plan and the Colchester Borough Local Plan.

The meeting continued.

A draft letter addressed to CBC requesting that the parish commences a Neighbourhood Plan was considered and it was agreed that it could be sent by Cllr Hamer on behalf of the parish council.

The clerk said that the Rural Community Council of Essex gives good guidance and should be consulted at an early stage.

The meeting was suspended.

A member of public said that we need more public to volunteer to join the Neighbourhood Plan sub committee and he suggested that an update is put in R & A. Cllr Hamer said that she would attend to this.

The meeting continued.

7 members of public left the meeting.

8. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)	of which VAT:-
101610	I Dyer – handyman	£ 456.00	£ 76.00
101611	Aon UK Limited – renewal of parish council policy	£ 865.54	
101612	D Williams-clerk salary £467.50 less PAYE £186.80	£ 280.70	
101613	HM Revenue & Customs - PAYE for clerk salary	£ 186.80	
101614	Kings Property Maintenance – refurbishment of hall notice board	£ 270.00	
101615	Colchester Association of Local Councils – subscription	£ 35.00	

(b) The resultant balances after all items are paid and received is Community Account Cr £21,650.21, Business Saver Account Cr £22.38. The bank statements were signed by the chairman in evidence.

(c) The annual parish council insurance is due for renewal on 1st June. The existing insurer is Allianz and their broker Aon UK Ltd quote £865.54. Last year's premium was £846.21, and this year's premium has increased through inflation. The policy is in the third year of a three year long term agreement, and the clerk was instructed to renew the policy.

(d) The clerk presented the annual accounts for the year ended 31st March 2017. These accounts showed total income of £ 21,541.64; total payments of £ 22,782.18; bank balances of £ 15,383.44 of which £ 13,383.44 is unallocated; and capital reserves of £ 55,194. 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.

9. PLANNING MATTERS

(a) Applications

171003 Moor Farm, Moor Road - proposed indoor swimming pool within the grounds of Moor Farm – no objections subject to neighbours' views

171032 Land adj The Laurels (formerly Marshalls Bungalow) - erection of farm building.

The meeting was suspended

A parishioner said that she is a neighbour and this will be an improvement on the previous use.

Considerable discussion followed with parishioners regarding the surrounding area and footpath and land access.

The meeting continued.

The comments agreed were:- no objections subject to neighbours' views.

10. HIGHWAYS

The meeting was suspended

Further discussion followed with parishioners regarding footpath usage and access at The Laurels, off Chappel Road.

The meeting continued.

11. BUS SERVICE

Cllr Williamson said that she will attend the Passenger Transport meeting in Colchester in June. She asks that all bus problems are reported to ECC.

12. GREAT TEY WEB SITE

Cllr Beesley said that he had not yet contacted Mr D Collier and the web site manager regarding the construction of the new web site, but will do so.

13. HAROLD FAIRS RECREATION GROUND

Cllr Hamer said that she had received a request from the cricket club for the use of HFRG for the annual matches for the first weekend in June and the first weekend in September. This was agreed. The clerk was instructed to ask the handyman to cut the grass three weeks before and then again a few days before the matches to remove any long grass.

14. ALLOTMENTS

Cllr Beesley said he had not visited The Chase with Cllr Fairs and an allotment holder to discuss the issue of access to the Old Playing Field (OPF) and the allotments, and will do. The situation can then be monitored and further action considered if it does not improve.

It was noted that the grass paths around the allotment plots need cutting and the clerk was instructed to ask the handyman to attend to this.

The meeting was suspended.

A parishioner asked that the weeds along the fence between the allotments and the back gardens of 3 or 4 Brook Road properties are removed as they are encroaching into the gardens.

The meeting continued.

The clerk was instructed to ask the handyman to weedkill along the fence.

It was noted that some allotment plots are not being worked, and the clerk was asked to obtain a report and write to the ploholders concerned, asking them to work the plots or give them up.

15. ANY OTHER BUSINESS

A request from ECC to set up a work party of 8 people to plot the water courses in the parish was declined, as it was doubtful that such a work party could be set up.

There being no further business, the meeting was closed at 9.27 pm.

Chairperson..... Date.....
