

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey

On Tuesday 10<sup>th</sup> January 2006, at 7.30 pm.

Present:

Cllr R Bartleet (Chairman), Cllr R Brewer, Cllr A Coy, Cllr R Fairs, Cllr W Ford, Cllr R Traube, Cllr M Williamson.

Clerk: Mr D Williams and Borough Cllr P Chillingworth attended. There were no members of public attending.

1. APOLOGIES FOR ABSENCE – None.

2. DECLARATION OF INTERESTS – None.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING.

The minutes of the last parish council meeting of 13<sup>th</sup> December 2005 were agreed as a true record and signed by the chairman.

4. MATTERS ARISING FROM THE MINUTES

Cllr Brewer referred to the contact from Colchester Borough Council (CBC) regarding the emergency plan. He advised that he had responded to their questionnaire and had updated the emergency plan for Great Tey which he had circulated to all members. Cllr Traube said that we had received an acknowledgement from Essex County Council (ECC) regarding our concerns about the possible cancellation of service 83, and we await the new timetable. Cllr Ford asked if we had a new litter pick date in March. It had not been received and the clerk will contact CBC and this will be an agenda item in February. Cllr Coy advised that he had sourced tables for the village hall at a discount on the price of £750 plus VAT previously quoted, and it was agreed that he can proceed with the purchase following the agreement in minute 8 of 18.12.05.

5. FINANCIAL REPORT

The clerk reported funds received from CBC – grant re village hall alterations £9,221.19, and from ECC – grant re setting up a web site £750.

It was resolved that the following payments be made:-

Chq. No.	Payee	Amount (£)	of which VAT:-
100788	L F Hermon – village hall alterations	£6,000.00	£1,050.00
100789	Great Tey Village Hall Mgmt Comtee – hall rent	£ 37.50	
100790	Great Tey Vill. Hall Mgmt Comtee – subsidy of hall users	£ 364.00	
100791	D Williams – clerk salary	£ 303.75	
100792	EALC – course R Brewer	£ 26.00	
100793	GOPACK Ltd	£ 726.54	£ 108.21
100794	L F Hermon – village hall alterations	£8,871.25	£1,321.25
100795	EALC – postage for guidance notes	£ 0.71	
100796	Sarcoma UK – donation in memory of P Tippett	£ 50.00	

It was agreed that Cllr Traube discusses informally with the treasurer of Great Tey Village Hall Management Committee (GTVHMC) the subsidies for the commercially run user groups. It was also agreed that cheque number 100794 be released for payment only after receipt of the ECC grant for £6,043.81 for village hall alterations. The resultant balances after payment of cheques approved and receipt of the ECC grant of £6,043.81 is £983.47 on Community Account, and £11,976.99 on Business Premium Account. It was agreed that no transfers be made from Community Account to Business Premium Account.

The Annual Budget and Precept was reviewed. Considerable discussion regarding financial support for the village hall followed, and whether it should be from the Parish Council or from the Village Hall Trust. It was agreed that no provision for maintenance expenditure would be made for the village hall in the Parish Council Budget for 2006/2007 and the Council decided that all maintenance expenditure will be met by the Trust Fund. The growth of the Trust Fund and the actual maintenance expenditure will be monitored and the question of whether the Parish Council should make any provision will be reconsidered next year.

The clerk left the meeting whilst his salary was reviewed. It was agreed that this would be increased by 3% to a new figure of £3,754 with effect from April 2006. It was also agreed that he would be issued with a contract and a job description and the clerk will obtain a standard contract and job description from EALC for completion by the council and the clerk. It was also agreed that the hourly rate for the handyman be increased from £8 to £8.50 from April. The budgets for 2006/2007 were agreed and these show expenditure of £13,455, income of £13,650. The precept for 2006/2007 was agreed at £9,119, an increase of 2.5% and in line with inflation. This necessitates Council Tax of £24.02 per year for a band D property, an increase of 73 pence per year. The CBC grant received with the precept has reduced from £5,296 to £4,431.

6. PLANNING MATTERS

Applications

F/COL/05/2063 2 Farmfield Road – two storey side/single storey rear extension, resubmission of  
F/COL/05/1401 – no objections subject to neighbours' views.

- F/COL/05/2011 Hilbre, Chappel Road – demolition of existing single storey rear extensions and construction of new single storey rear extension, demolition of existing garage and construction of new garage with pitched roof – no objections subject to neighbours’ views.
- F/COL/05/2057 Rudland Farm, Chappel Road – removal of agricultural occupancy condition – the parish council does not object but this is a residence that lies outside the village envelope and we would resist any further development of this site.
- F/COL/05/2108 5 Langleys Cottages, Chappel Road – erection of two storey side extension and a two storey rear extension – no objections subject to neighbours’ views
- Premises Licence Application – Winefantastic Ltd – Warrens Farm, Brook Road – no objections Approvals
- F/COL/05/1781 4 Farmfield Road – single storey rear extension – approved subject to 5 conditions

#### 7. VILLAGE HALL ALTERATIONS

Cllr Traube reported that there are a few items left on the snagging list which the builders are working on. The building inspector’s report is expected by the end of January. He advised that the total cost of the village hall alterations, including VAT, was £89,281, and that £36,005 had been received by way of grants and other support. This meant that the Village Hall Trust Fund and the Parish Council had funded £52,916. The clerk was instructed to write to the treasurer of the GTVHMC and ask him to advise the village hall insurers of the improvements and the new safety features.

#### 8. VILLAGE HALL RISK ASSESSMENTS

Cllr Brewer and Cllr Traube agreed to complete the village hall risk assessments, with the assistance of Cllr Ford for those assessments involving food.

#### 9. JUBILEE TREE AND RAILINGS AT THE JUNCTION OF COGGESHALL ROAD AND THE STREET

Cllr Williamson advised that she met with Skills Kindergarten and has agreed the wording of their plaque and she will advise the clerk of the cost of their plaque and the cost of the replacement of the original plaque. The cost of the tree which has been replaced will also be advised.

#### 10. WEB SITE REPORT

Cllr Bartleet advised that one of the the two volunteers had said that they preferred not to proceed at present and that therefore he will arrange to meet the remaining volunteer Mr Appleton together with Cllr Fairs and the clerk to discuss the design and build of the web site. The clerk reported that the grant money of £750 had been received and a condition was that it was spent by 31 March. It was agreed that essential expenditure could be made. It was also agreed that content of the web site should include minutes, agendas, a list of councillors, details of the village hall, details of clubs and events in the village, Round and About Great Tey, photographs of the village etc.

#### 11. REPORT CONCERNING EALC COURSE ON ROLES AND RESPONSIBILITIES OF COUNCILLORS, CHAIRMAN AND CLERK.

Cllr Brewer distributed a report for information.

#### 12. COLCHESTER ASSOCIATION OF LOCAL COUNCILS

It was agreed that Cllr Ford and Cllr Brewer represent the parish council at the forthcoming meeting.

#### 13. CORREPDENCE NOT DEALT WITH ELSEWHERE

Letter received from CBC Planning Investigation Officer asking for further information concerning the query regarding the building work at Smythers Farm. Cllr Coy advised that the two parishioners who had queried whether the building works were in line with the planning permission were now satisfied, and no further action was necessary.

Letter from The Pump House Surgery, Earls Colne in response to our letter concerning attendances by doctors at the village hall. They advise that they have to cancel a surgery session if a doctor is on holiday or unwell. They are concerned that the appointment numbers at the village hall surgery have been rather low lately. They have no intention of withdrawing their services from the village at present, but unfortunately they have a doctor leaving in January so surgeries may be reduced until a replacement can be engaged. It was agreed that this letter be forwarded to the editor of Round and About Great Tey for inclusion in the next edition.

Cllr Bartleet left the meeting at 9.30pm and Cllr Brewer took the chair.

Letter from the Highways Agency in response to our letter concerning the junction of the Great Tey Road with the A120. They confirm that one of the accident cluster sites was this junction and that remarking of the red surface areas and a review of the existing signs was identified by ECC before transfer of responsibility to the Highways Agency, and they have taken these works forward for funding bids. They are continuing to secure the appropriate levels of funding and are aware of the concern of local residents.

**PUBLIC QUESTIONS**

The meeting was suspended for public questions and statements.

None- The meeting resumed.

**14. OTHER BUSINESS FOR DISCUSSION**

Cllr Williamson proposed that a donation for £50 be made to Sarcoma UK in memory of P Tippett and this was agreed. Cllr Traube said that he had been promised £100 from the Pump House Surgery as payment for the lamp in their surgery at the village hall, and that this amount would be received shortly.

Date and time of the next meeting – Tuesday 14<sup>th</sup> February 2006 at 7.30 pm.

The parish council meeting was closed at 9.40 pm.

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Chairperson.....

Date.....