

GREAT TEY PARISH COUNCIL

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

On Tuesday 8th November 2005, at 7.30 pm.

Present:

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

Clerk: Mr D Williams, 1 member of public and Borough Cllr P Chillingworth attended.

1. APOLOGIES FOR ABSENCE – Cllr R Bartleet

2. DECLARATION OF INTERESTS – None.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING.

The minutes of the last parish council meeting of 11th October 2005 were agreed as a true record. Cllr Ford proposed that they be signed by the chairman and Cllr Fairs seconded the proposal. They were duly signed.

4. MATTERS ARISING FROM THE MINUTES - None

5. FINANCIAL REPORT

It was resolved that the following payments be made:-

Chq. No.	Payee	Amount (£)	of which VAT:-
100775	Round and About Great Tey – donation	£ 200.00	
100776	Woburn Enterprises Ltd – costs re function for village hall	£ 38.40	£ 5.72
100777	D Williams – clerk salary	£ 303.75	
100778	Mrs M Williamson – cost of framing picture for village hall	£ 78.00	£11.61
100779	L C Tippett – internal auditor's fee	£ 160.00	
100780	W Ford – costs re function for village hall	£ 108.85	£ 0.48

It was agreed that a transfer of £1,000 be made from Business Premium Account to Community Account. The resultant balances after payment of cheques approved is £945.00 on Community Account, and £14,452.16 on Business Premium Account.

6. PLANNING MATTERS

Applications:

C/COL/05/1706 East Gores Farm, East Gores Road – change of use of shed from agricultural to workshop/storage – no objection subject to neighbours' views.

Approvals

F/COL/05/1345 Southlynns, Coggeshall Road, Salmons Corner – stable block – approved subject to 8 conditions.

7. VILLAGE HALL ALTERATIONS

Cllr Traube said that everyone seemed pleased with the re-opening day. There is a list of items that need attention following the alterations works, and this list has been reduced from 95 to 25 items, and should be finished by the end of the year. There is no date yet arranged for the resurfacing of the car park.

8. THE PLAY AREA PROPOSED WORKS

The recent Royal Society for the Prevention of Accidents (ROSPA) report mentioned deficiencies to the play area which required attention. This had been circulated to members prior to the meeting together with the quotations for the repairs. It was agreed that all deficiencies that had been given a medium or high risk were to be repaired. It was agreed that the gate would not be widened. It was further agreed that the cost of all these works of approximately £650 would be sought from the Trustees of the Village Hall.

9. WHITE LINING OF FOOTBALL PITCH ON HAROLD FAIRS RECREATION GROUND

This was agreed without the need for a prior quotation as the cost would be under £100.

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

Cllr Brewer advised that the wrecked car that demolished the tree and railings had been removed by Colchester Borough Council and crushed. The owner of the car had not been identified and so there would be no reimbursement from insurers. The railings have been recovered. It was agreed that this matter be placed on the agenda for the next meeting.

11. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

-Notice from Great Tey Village Hall Management Committee (GTVHMC) advising that a special general meeting will be held on 2 December at 7.30 at the Village Hall to ratify the recently announced increase in hire charges with effect from 1 January 2006. It was agreed that one or two councillors would attend.

-Letter from the Treasurer of GTVHMC advising of an increase in hire charges for the village hall to £14.50 per session, and enclosing terms and conditions. It was agreed to consider this at the next meeting.

-Letter from the Treasurer of GTVHMC enclosing two letters received from their engineers. One relates to the oil storage tank for the village hall stating that it must be banded and comply with certain other requirements, and offering a survey. Cllr Traube said that as the oil tank was banded this would not be necessary. The second letter offered a risk assessment to establish the potential risks from legionella in the village hall's water system, and although there was no quotation, the cost of the risk assessment would be several hundred pounds. It was agreed that the clerk would seek advice from the Rural Community Council for Essex and Colchester Borough Council, and report back.

-Letter from Colchester Borough Council Street Services suggesting a Litter Pick in November. It was agreed that the village would not participate in this, but that we would be involved with a litter pick in March, and this matter would be placed on next month's agenda.

-Letter from Essex Association of Local Councils, advising that the outcome of our application for funds from the Web Development Fund would be known after 11 November. It was agreed that the sub committee would contact the two volunteers and discuss the development of the web site for the Parish Council once the outcome of this application for funds was known.

-Letter from Essex County Council, Transport Liaison Manager, advising that passenger numbers for our bus service 83 remain very low and the service is to be reviewed by the end of August 2006. If numbers do not improve it is possible that the service may have to be withdrawn. The County Council is looking at alternative ways of providing the service with the aim of increasing numbers. This could include improved publicity, modifying the existing service or looking at an alternative service to replace it. Cllr Traube said that an article should be placed in Round and About Great Tey stating that the village is in danger of losing the bus service as it is not utilised. He then said that Essex CC has a responsibility to provide a minimum level of bus service. We had assisted them with funding for the existing service and also we have recently had a new bus shelter installed. They are well aware of our history. It was agreed that the clerk would prepare a reply to Essex CC and refer to Cllr Traube before sending it.

-Letter received from the internal auditor L C Tippett concerning the annual return for the Parish Council Accounts for the year to 31 March 2005. As this letter had just been received it was not an agenda item, and it was agreed to consider this letter now. She said that she undertook the tests suggested and found that all matters have been covered as appropriate. The sections on Petty Cash and a Fixed Asset Register were marked as not applicable as they are not maintained. No other areas of risk have been identified by her from the matters seen during her review. She trusted that the Council will now approve Section 1 and complete Section 2 of the Annual Return as last year. Her report included further confirmations and said that the VAT claim can now be completed to recover VAT included in payments made as at 31 March 2005. The Annual Return was completed in Section 1 and The Statement of Assurance was read out and agreed in Section 2, they were then both signed by the chairman and clerk, and the Annual Return will now be submitted to the external auditor. The Supporting Notes on Page 6 of the Annual Accounts to 31 March 2005 were also signed by the chairman and clerk. The clerk was asked to reply and thank the internal auditor for her work.

PUBLIC QUESTIONS

The meeting was suspended for public questions and statements.

None.

The meeting resumed.

12. OTHER BUSINESS FOR DISCUSSION

Cllr Brewer said that he attended a course on Roles and Responsibilities run by the Essex Association of Local Councils. There were guidance notes and books available, and a paper will be circulated by the clerk. The matter will be an agenda item in December.

Date and time of the next meeting – Tuesday 13th December 2005 at 7.30 pm.

The parish council meeting was closed at 8.55 pm.

Chairperson.....

Date.....