

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held

at the Village Hall, Great Tey on Tuesday 13th March 2018, at 7.30 pm

Present: Cllr Bartleet, Cllr Fairs (Chairman), Cllr Frost, Cllr Hamer, Cllr Hunt.

Clerk Mr D Williams, Colchester Borough Council (CBC) Cllr Chillingworth,

Essex County Council (ECC) Cllr Brown (later) and 2 members of the public attended.

1. APOLOGIES FOR ABSENCE – Cllr Fraser, Cllr Williamson

2. DECLARATION OF INTERESTS – None.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 13th February 2018 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES – None

PUBLIC QUESTIONS AND STATEMENTS - None

5. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth said that CBC council tax increase is 3%, and ECC council tax increase is 4.99%. He has given details of the North East Essex Partnership who should be approached regarding the parking concerns at the corner of The Street and Brook Road. The options for the new routes of the A120 and A12 are being considered. The local plan is now with the inspector for consideration.

Borough Cllr Chillingworth left the meeting.

6. NEIGHBOURHOOD PLAN

Cllr Hamer said that only 2 parish council representatives and the CBC representative attended the last meeting of the neighbourhood plan committee.

7. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101658	Anglian Water Business Ltd (National) – allotments water	£ 12.66	
101659	D Williams-clerk net sal £280.70 & printing & post exps £106.09	£ 386.79	£ 10.00
101660	HM Revenue & Customs - PAYE for clerk salary	£ 186.80	
101661	I Dyer – grasscutting OPF & HFRG Oct & Nov	£ 158.40	£ 26.40
101662	I Dyer – handyman May – February	£ 536.60	£ 89.43
101663	R Fairs – litter pick expenses	£ 43.95	

(b) The resultant balances after all items are paid and received is Community Account Cr £19807.88, Business Saver Account Cr £22.38. This did not include cheque number 101663. The bank statements were signed by the chairman in evidence.

(c) Members reviewed the hourly rate for the handyman and agreed to increase this by 25p to £11.50.

(d) Members agreed to request Ms L Tippett to undertake the internal audit of the council's annual accounts to 31st March 2018, noting that she had been conducting the internal audit for over fifteen years.

8. PLANNING MATTERS

(a) Advice of Planning Applications Approved by Colchester Borough Council

171468- Pendleton, 1 The Street - Extend original extension to allow part of existing kitchen to be used as a downstairs toilet and shower room. Remove non-original porch and move entrance door to side of building to allow better access. Replace windows with country-style UPVC and replace door.

180060- Sunnyside, Chappel Road - Resubmission of 172788 - Proposed single storey rear extension, loft conversion and new build garage to rear of property to replace existing.

9. HIGHWAYS

Members asked the clerk to report potholes on Chappel Road outside White Cottage; at the junction of Coggeshall Road and The Street; and before the cobbles at Tey Brook, Brook Road coming into Great Tey. The clerk was asked to reply to the parishioner who queried why a highways bollard was outside White Cottage as this was marking a pothole.

Cllr Bartleet said that he had received a complaint from a parishioner regarding a footpath damaged by agricultural equipment in the recent wet weather. He replied by suggesting that he contact the landowner.

10. VILLAGE HALL

Cllr Hunt referred to the proposed new water tank cover and said that he had a verbal quote of approximately £1,000 to change the design from a pitched roof to a sloping roof. He was asked to obtain a written quotation to firm up the figure and establish whether this includes VAT and materials, and also give a timescale for completing the job. Anglian Water has given an extension of time to 30th June to complete these works. Cllr Fairs said that he would ask the architect for his views on the requirements of Anglian Water regarding the water tank cover. Cllr Fairs said that together with Cllr Williamson, Cllr Hamer and the village hall manager he met Inkpen Downie to discuss and consider appointing them to manage the project for the new roof. The fees quoted are £4,800 plus VAT. Members agreed to their appointment, asking that the agreed timescale is followed closely.

11. REPORT FROM ESSEX COUNTY COUNCILLOR

ECC Cllr Brown said that she supports an application for double yellow lines to restrict parking at the junction of The Street and Brook Road. She asked to be updated with the progress of an application.

Members advised her of the problems with the bus company and ECC in providing a bus service during the extended closure of the Great Tey to Chappel Road.

Members also advised her of the large potholes that are now being seen on local roads, particularly Earls Colne Road, as a result of increased traffic using these roads because of the closure of the Great Tey to Chappel Road. There is also difficulty in communicating with ECC Highways as it is difficult to locate potholes on the map on the ECC website which is the only method of communicating. Also a poor broadband service causes problems in using the web site.

ECC Cllr Brown said that ECC can assist with culvert clearing in cases of local flooding. She also said that she is meeting with ECC officials to raise the profile of parishes regarding the proposed garden community at West Tey. ECC Cllr Brown left the meeting.

12. HAROLD FAIRS RECREATION GROUND

The clerk was asked to request ECC Highway Rangers to clean the graffiti off the exterior of the youth shelter, but not the art work on the interior.

13. ALLOTMENTS

Cllr Fairs noted that the tree work to the allotments has not yet been done because of the wet ground conditions on the Old Playing Field. The contractor has advised that the work will be done when the ground dries out, and after the start of the bird nesting season on 31st March if necessary because of the essential health and safety issues.

14. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

Letter received from St Barnabas Church regarding an appeal to raise funds for a toilet and baby changing facility in the Church. Members agreed to donate £500 from next year’s budget and if they are able to increase the amount they will do so.

15. OTHER BUSINESS FOR DISCUSSION

Essex Association of Local Councils (EALC) have advised that the Data Protection Act will come into force at the end of May, and a Data Protection Officer independent of the parish council will have to be appointed. Further guidance will be given by EALC and members suggested that we consider contacting those who we hold information for asking for confirmation that details can be held.

Cllr Fairs thanked Cllr Hamer for her involvement with the recent litter pick.

Cllr Hamer gave her apologies for not being able to attend the next meeting.

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