

GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 14th May 2019 at 7.35pm

Present: Cllr Fairs (later), Cllr Fraser (Chairman), Cllr Frost, Cllr Hamer, Cllr Hunt

Clerk Mr D Williams, Colchester Borough Council (CBC) Cllr Chillingworth and 3 members of the public attended.

ANNUAL GENERAL MEETING

1.ELECTION OF CHAIRMAN

Cllr Fraser was proposed by Cllr Hunt and seconded by Cllr Hamer. There being no other nominations Cllr Fraser was duly elected chairman unanimously and he took the chair.

2.APOLOGIES FOR ABSENCE – Cllr Bartleet, Cllr Williamson

3. CO-OPTION OF PARISH COUNCILLOR

CBC have confirmed that the parish council can co-opt a parish councillor to fill the vacancy without advertising, following the recent uncontested election when six existing parish councillors were re-elected unopposed. Mr R Fairs was nominated by Cllr Hamer, seconded by Cllr Fraser, and Cllr Fairs duly took his seat at the table.

4. ELECTION OF VICE CHAIRMAN – Cllr Williamson was proposed by Cllr Fairs and seconded by Cllr Hunt. There being no other nominations Cllr Williamson was duly elected vice chairman unanimously.

5.ELECTION OF SUB COMMITTEES

It was agreed that this matter is deferred until the next meeting.

Borough Cllr Chillingworth left the meeting.

There being no further business the Annual General Meeting closed at 7.40pm.

PARISH COUNCIL MEETING opened at 7.41pm

1.APOLOGIES FOR ABSENCE – Cllr Bartleet, Cllr Williamson, Colchester Borough Council (CBC) Cllr Chillingworth

2. DECLARATION OF INTERESTS – None

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 9th April 2019 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES - None

PUBLIC QUESTIONS AND STATEMENTS

(i).Are the road works finished as the surface in some areas is poor. Some of Great Tey road has been tarmacked and some is surface dressed.

Cllr Fairs said that we are to contact Essex County Councillor (ECC) Cllr Brown to report this. We understand that the road is tarmacked if the surface was bad and dressed if not so bad. We are disappointed with the works.

(ii) The boundary between Harold Fairs Recreation Ground (HFRG) and the rear of the Greenfield Drive gardens is full of weeds and brambles.

Cllr Fairs said that we are aware that work has to be done and we have asked the handyman to attend to it.

5. NEIGHBOURHOOD PLAN

Cllr Hamer said that there has not been much progress in the last month. The planning consultant appointed is Mr C Bowden, Navigus Planning. A review of progress to date will be circulated to parish councillors. It will also be published on the web site and a summary in Round and About Great Tey.

6. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)	/ of which VAT:-
101737	BHIB – renewal of parish council policy	£ 781.88	
101738	Great Tey Friendship and Bowls Club – donation for new carpet	£ 250.00	
101739	I Dyer – grasscuts 3x OPF, 3x HFRG	£ 237.60	£ 39.60
101740	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101741	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101742	Anglian Water Business Ltd (National)- allotments water	£ 6.77	
101743	Thompson Smith Puxon – solicitors interim fees for registration OPF	£ 640.00	£ 130.00

(b) The resultant balances after all items are paid and received is Community Account Cr £ 27,656.30, Business Saver Account Cr £22.43. The bank statements were signed by the chairman in evidence.

(c) The clerk advised that the annual insurance policy was due for review. The policy details had previously been circulated to members who agreed to the renewal.

(d) The clerk presented the annual accounts for the year ended 31st March 2019. These accounts showed total income of £ 21,885.72; total payments of £ 21,553.13; bank balances of £ 21,020.13 of which £ 18,020.13 is unallocated; and capital reserves of £ 51,871. 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, audits these accounts within the external auditor's timescale before the details are submitted to the external auditor. It is noted and accepted that Ms Tippett has undertaken the internal audit for a number of years.

(e). The Annual Governance and Accountability Return (AGAR) is now submitted online if the turnover is below £25,000, and can be completed before the internal auditor's report is received, and then submitted once the report is received. Accordingly Section 1 of the AGAR being the Annual Governance Statement was then approved by the Council with all questions replied 'yes', and the chairman and the clerk were authorised to sign Section 1. Section 2 of the AGAR, being the Accounting Statements, signed by the clerk, was then considered and approved by the Council and the chairman was authorised to sign the Accounting Statement. The clerk was instructed to forward the AGAR to the external auditor once the internal auditor's report was received, and report back at the next meeting.

7. PLANNING MATTERS

(a) Planning applications refused on appeal by The Planning Inspectorate.
Application 180139, Appeal APP/A1530/W/18/3211280 – Land adjacent Orchard House, Lamberts Lane – replacement of a barn with a dwelling (in lieu of Prior Approval for a dwelling subject of application 171029) – appeal dismissed.

8. SEATING BENCHES

The chairman said that several responses have been received from parishioners following the parish council's proposal to place a seating bench at the grass area at the junction of Greenfield Drive and The Street, and most did not support the proposal. Members therefore agreed to locate the bench at Harold Fairs Recreation Ground, with the specific location to be agreed. Members were asked to consider the specific location and also whether one or two benches are to be involved. The quotation to install one seat on a concrete base is £165 plus VAT. This will be an agenda item at the next meeting.

9. HANDYMAN REPORT

The report regarding outstanding jobs has been forwarded to Cllr Fairs and Cllr Frost to review onsite and action accordingly.

10. HIGHWAYS

Members agreed with the statements made during public questions earlier, and agreed to ask the clerk to write to ECC Cllr Brown and say that we appreciate the investment made in the surrounding road surface repairs, but are disappointed with the surface dressing on the road through Great Tey to A120. It looks to us as though the surface is already deteriorating and it is not suitable for this County Route through the village. We would have preferred to see this road tarmacked.

11. OLD PLAYING FIELD

The solicitors acting in the registration of the deeds with the Land Registry advise that the Land Registry have queried the boundary with Nuts End. Members agreed that the map that the parish council sent to the solicitors shows the correct boundary, and registration can proceed without the blue area they highlighted.

12. EMERGENCY PLAN

Cllr Fraser said that the update of the plan with Cllr Frost and Cllr Hunt is in progress.

13. TREE SURVEY

A quotation has been received from ECC to conduct a tree survey, and members asked the clerk to obtain a second quotation from a tree specialist recommended by another parish council, and refer back.

14. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

E mail received from a parishioner asking that the pavement and the green area in Chrismund Way are overgrown and require attention. This issue has been forwarded to Colchester Borough Council as it is their responsibility. The parishioner also says that he is appalled at the state of The Chase. Members asked the clerk to reply and say that we are not aware who owns The Chase, but the parish council own the Old Playing Field and we are aware of the issue that he mentions and we are seeking a resolution.

There being no further business the parish council meeting was closed at 9.55 pm.

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