

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 11th June 2019 at 7.30pm

Present: Cllr Bartleet, Cllr Fraser (Chairman), Cllr Hamer, Cllr Williamson

Clerk Mr D Williams, Colchester Borough Council (CBC) Cllr Chillingworth and 1 member of the public attended.

1. APOLOGIES FOR ABSENCE – Cllr Fairs, Cllr Frost, Cllr Hunt

2. DECLARATION OF INTERESTS – None

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING - The minutes of the last parish council meeting of 14th May 2019 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES - None

The meeting was suspended

PUBLIC QUESTIONS AND STATEMENTS - None

The meeting resumed

5. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

CBC Cllr Chillingworth gave an update on the CBC Local Plan and advised that work is going on and the Plan is to be considered by the Committee on 1st July and then it will go to public consultation. It will then be considered by the inspector in October.

CBC Cllr Chillingworth said that a new action group is being formed by CBC to look at conservation and environment.

He also asked for any plans that can be considered for a bid for the locality budget.

6. CALL FOR SITES

Cllr Hamer said that members of the Neighbourhood Plan Committee (NPC) considered that a call for sites that can be considered for development should be done. The NPC have issued a public consultation review and have had two responses.

The meeting was suspended. CBC Cllr Chillingworth said that he thinks it is a good idea to have a call for sites, and it should be discussed at some stage with CBC. The meeting was resumed.

Cllr Hamer said that the planning consultant has given advice, and the call for sites should be advertised in local newspapers and put on the web site.

Members agreed that the parish council supports the call for sites which should be undertaken by the NPC.

CBC Cllr Chillingworth left the meeting.

7. ELECTION OF COMMITTEES - It was agreed to consider this at next month's meeting.

8. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)	/ of which VAT:-
101744	R Stone – notice board rental	£ 10.00	
101745	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101746	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101747	Playsafety Ltd – ROSPA report on play area	£ 103.20	£ 17.20
101748	Round and About Great Tey – donation	£ 750.00	
101749	I Dyer – grasscuts 3x OPF, 3x HFRG	£ 237.60	£ 39.60
101750	L Tippett – internal auditor fee	£ 180.00	
101751	Council for the Preservation of Rural England – subscription	£ 36.00	

(b) The resultant balances after all items are paid and received is Community Account Cr £ 25,306.40, Business Saver Account Cr £22.43. The bank statements were signed by the chairman in evidence.

(c) The clerk advised that the internal audit had been completed for the accounts for the year to 31 March 2019 and the report dated 7th June 2019 from the internal auditor was shown, and the salient points read out. The internal auditor's report was considered by all members and it was noted that the internal auditor stated that (1) the Council has properly assessed and managed the significant risks which they have identified, (2) no other areas of risk had been identified, (3) tests in areas suggested by the Practitioners Guide have been undertaken, and proper practices have been met throughout the year, and (4) The Annual Internal Audit Report 2018/19 of the Annual Return was completed. The Certificate of Exemption and the Contact Details can now be forwarded to the External Auditor.

9. SEATING BENCHES

Members discussed the best location for one new seating bench near the previous seat but away from the footpath. Cllr Fraser said that he would arrange to meet the handyman to show him the location so that the base can be installed. The clerk was asked to arrange the purchase of one seat that had previously been agreed.

10. HANDYMAN REPORT

Members discussed the recent handyman report, and the clerk was asked to write to the handyman regarding the outstanding jobs as follows:-

Weed and tidy up the HFRG boundary hedge with the rear gardens of Chrismund Way and Greenfield Drive to complete this within one month, or shall we instruct a contractor to do it. Can he give us a plan to manage this hedge annually and give us an approximate cost which we can then put in the budget.

The graffiti on the Youth Hut is on the brick buttress at the front to be cleared as soon as possible.

The area around the drain at HFRG near the back of 1 Christmund Way needs clearing.
The play area requires strimming.
The nettles at the play area are to be treated again.
The notice board in The Chase needs rubbing down and varnished with two coats.
The village cricket matches are to be on 30 June and 8 September and so HFRG should be cut a few days before those dates.
Can we have a timescale please for the skateboard posts job, which we instructed on 24 April.
The concrete base and installation of the new seating bench is now to be located in HFRG, details of which were sent on 9 April.
The parish council have decided to put this in HFRG, and the chairman will arrange to meet to show the precise location.

11. HIGHWAYS

Members considered the recent communication from ECC Highways offering the parish to join in the Salt Bag Partnership scheme. It was agreed that the parish would not join in the scheme because we have a sufficient stock of salt, and also because of the onerous administrative requirements of the scheme.
Members noted that the recent surface dressing on the road through Great Tey to A120 has been redone by Essex County Council (ECC) Highways, and so the clerk was asked to advise ECC Cllr Brown that it is not now necessary for her to visit and inspect the road, as we are satisfied with the surface. We would however appreciate a direct contact for ECC Highways rather than communicate with them through our ECC Councillor.
The meeting was suspended - The member of public said that the railway bridge at Marks Tey is to be closed for 6 months which will result in more traffic through Great Tey. - The meeting resumed.

12. VILLAGE HALL

Cllr Williamson said that the Annual General Meeting of the Management Committee is arranged for 1st August. She said that she will attend along with Cllr Hamer.

13. HAROLD FAIRS RECREATION GROUND

Members discussed the recent ROSPA report, and the handyman is to be asked to attend to the gate spring, the two repairs on the bridge including the missing slat, and the hippo footrest to be repaired. Cllr Williamson will obtain a quotation from Playquip for the other repairs that are needed and this will be an agenda item at the next meeting.
Cllr Hamer said that the two cricket match dates are 30 June and 8 September, and a football tournament is to be held on Boxing Day, and she asked that the recreation ground be used for these events, which are covered by the annual events insurance.
Members agreed, and the clerk was asked to arrange with the handyman for the ground to be cut a few days before each cricket match.

14. OLD PLAYING FIELD

The solicitor acting for the landowner to the west of the Old Playing Field (OPF) has asked that the parish council enter into an agreement confirming that the boundary is 3 feet to the east from the route line of the existing hedge. The solicitors acting in the registration of the deeds with the Land Registry recommend that this should be dealt with by a boundary agreement after registration of the land has taken place with the title plan duly annotated. Members agreed to the boundary and to follow our solicitor's recommendation and the clerk was asked to advise the solicitor acting for the landowner, asking if he would deal with this legality at no cost to the parish council.

15. TREE SURVEY

A quotation has been received from ECC to conduct a tree survey, and a second quotation from a tree specialist recommended by another parish council is also being obtained. This will be an agenda item at the next meeting.

16. EMERGENCY PLAN

Cllr Fraser said that the update of the plan with Cllr Frost and Cllr Hunt is to be done.

17. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

An enquiry has been received from Chappel Parish Council asking if there are any plans to mark the 75th Anniversary of VE Day next year. Members said that the parish council did not have any plans and asked the clerk to forward this to the Community Group.
Cllr Bartleet said that the road sign for Harvesters Way should be replaced as it is in a poor state of repair, and the clerk was asked to request a replacement from Street Services at CBC.

18. ANY OTHER BUSINESS

The clerk reminded members of the need to complete the Register of Interests which is a legal requirement to complete their membership of the parish council.

There being no further business the parish council meeting was closed at 9.40 pm.

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