

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 9th July 2019 at 7.30pm

Present: Cllr Bartleet, Cllr Fraser (Chairman), Cllr Fairs, Cllr Frost, Cllr Hamer, Cllr Hunt, Cllr Williamson
Clerk Mr D Williams and 3 members of the public attended.

1. APOLOGIES FOR ABSENCE – 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 11th June 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

(i). A parishioner said that there are 10 allotments all let, what are the credits, (monies in) and debits (monies out) total over the last two years. Answer:- The clerk advised that the credits received were £570. The debits paid were £690, due mainly to tree work, so the total was a shortfall of £120.

(ii). A parishioner said that there are unused allotments and the weeds blow onto used allotments, and the paths around individual allotments have not been cut. Answer:- Members agreed to send an email to all allotment holders asking them to use their plot, and if weeds are blowing from unused allotments please advise the clerk. Members instructed the clerk to ask the handyman to mow the paths on a regular basis following complaints from plot holders.

The meeting resumed.

5. ELECTION OF COMMITTEES

The following sub committees and councillor responsibilities were agreed:-

Planning - full council

Finance - full council

Highways - Cllr Bartleet, Cllr Hamer, Cllr Hunt

Housing - Cllr Bartleet, Cllr Frost.

Neighbourhood Plan – Cllr Hamer, Cllr Frost, Cllr Hunt, Cllr Williamson

Recreation/Allotments - Cllr Fairs, Cllr Frost, Cllr Williamson

Footpaths - Cllr Bartleet, Cllr Hamer, Cllr Hunt

Village Hall - Cllr Hamer, Cllr Williamson

Web Site - Cllr Fairs, Cllr Frost

Bus/Transport - Cllr Fraser, Cllr Hunt

Compliance – Cllr Fraser, Cllr Hunt

6. NEIGHBOURHOOD PLAN

Cllr Hamer said that the committee have completed the public engagement, recently meeting at The Kings Arms, and attending the school fete and the church fete. They are now analysing the responses to prepare the questionnaire to go to all households in the parish. They are in the process of drafting the call for sites wording.

7. FINANCIAL MATTERS

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

Chq.No.	Payee	Amount (£)	/ of which VAT:-
101752	Colchester Association of Local Councils – annual subscription	£ 35.00	
101753	Rural Community Council of Essex – annual subscription	£ 72.60	£ 12.10
101754	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101755	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101756	Great Tey Village Hall Committee	£ 57.00	
101757	Broxap Ltd – purchase of 2 seating benches for HFRG – grant funded	£ 818.40	£ 136.40

(b) The resultant balances after all items are paid and received is Community Account Cr £ 24,655.47, Business Saver Account Cr £22.43. The balances do not include cheque number 101757. The bank statements were signed by the chairman in evidence.

(c) The clerk said that CBC Cllr Chillingworth had said that a locality budget was available for local parish projects. Members agreed to ask for a grant of £500 towards the cost of a second seating bench in the village, the location to be agreed. The clerk was asked to apply for the grant.

8. SEATING BENCHES

Cllr Fraser said that he would arrange to meet the handyman to show him the location at Harold Fairs Recreation Ground (HFRG) so that the base can be installed for the first bench.

Members agreed to the purchase of a second bench, the location to be agreed. The cost of two benches from Broxap is £682, and the cost of installation on a concrete bench is £165 for each bench, total cost £1,012 all ex VAT. The locality grant for last year was £586, and £500 has been requested for this year, total £1,086.

The clerk was asked to arrange the purchase of two seats now and the cheque was authorised. Cllr Fairs kindly agreed to accept delivery and arrange storage until installation.

9. HIGHWAYS

Cllr Fraser said that the road sign on the right side of the road into HFRG is leaning, and the clerk was instructed to ask Essex County Council (ECC) Highways to correct this.

Cllr Bartleet said that nothing had been heard regarding the request to update the Vehicle Activated Sign in The Street by advising motorists of the speed, and the clerk was asked to obtain an update to our request from ECC Cllr Brown.

10. VILLAGE HALL

The clerk reported that the village hall manager is arranging for anti climb paint and suitable signs to be applied to the village hall in certain areas following unauthorised entry onto the roof.

11. HAROLD FAIRS RECREATION GROUND

Cllr Williamson said that a quotation from Playquip had been received for £2,605 plus VAT to repair the equipment highlighted as deficient in the recent ROSPA report, being the wooden chain traverse, the wooden trim trail and the junior swing seats. Members agreed to this cost and asked that the repair to the hippo rocker footrest was added to this. Cllr Williamson said that she would obtain a new quotation.

Cllr Fairs said that the other major deficiency highlighted in the report was the bridge retaining wall, which he considered was a job for a specialist earth moving contractor. Members agreed and he said that he would obtain a quotation and the clerk was asked to advise the handyman of this.

12. OLD PLAYING FIELD

The clerk reported a letter received from an adjacent landowner disappointed that the boundary agreement previously referred to has to be delayed until registration of the Old Playing Field has been completed, as this will cause further expense for him. He also enquired how the allotments were defined in the registration application. Members discussed this and the clerk was asked to reply saying that the parish council were sorry to read of his concern, but that we had to follow our solicitor’s advice that the boundary agreement was to be completed after registration. We have asked our solicitor when the registration might be completed. The allotments were not included in the application for registration.

13. TREE SURVEY

Two quotations have been received to conduct a tree survey, one from ECC and one from JF Trees who were recommended by another parish council. The quotation from JF Trees for £250 for HFRG, Old Playing Field, and the trees at the junction of Moor Road and Chappel Road, and the junction of The Street and Coggeshall Road was accepted, and the clerk was asked to advise JF Trees.

14. ALLOTMENTS

Members agreed to ask the clerk to send a circular email to allotment holders to ask them if they would like to form an association to control and run the allotments and issues.

15. EMERGENCY PLAN

Cllr Fraser said that the update of the plan with Cllr Frost and Cllr Hunt is to be done. There is now a template recently sent by CBC for guidance.

There being no further business the parish council meeting was closed at 9.25 pm.

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