

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely by Zoom on Tuesday 13th October 2020 at 7.30pm
Present: Cllr Bartleet, Cllr Fairs, Cllr Fraser (Chairman), Cllr Frost, Cllr Hamer, Cllr Suff (later), Cllr Williamson
Clerk Mr D Williams, Colchester Borough Council (CBC) Cllr Chillingworth and 4 members of the public attended.

1.APOLOGIES FOR ABSENCE – None.

2.DECLARATION OF INTERESTS REGARDING THESE ITEMS – None

3.CO-OPTION OF PARISH COUNCILLOR

The parish council has been advised by CBC that no application for the vacancy had been received by them, and that a parish councillor can be co-opted by the parish council. Accordingly Mr Frederick Suff was proposed and seconded to fill the vacancy, and all members voted in favour of his appointment. There were no other parishioners proposed, and so Cllr Suff took his place at the remote table. The clerk said that he will forward the necessary documents for completion.

4. CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING OF 10TH MARCH 2020

The minutes of the last parish council meeting of 11th February 2020 were agreed as a true record and signed by the Chairman.

5. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by email on 14th April 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

6. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by email on 12th May 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

7. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by email on 10th June 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

8. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by email on 14th July 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

9. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by email on 11th August 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

10. CONFIRMATION OF THE ACTIONS RECORDED IN SUMMARY OF ITEMS

The actions recorded in the summary of items agreed by remote meeting on 8th September 2020 which had been previously circulated, were approved. This summary will be included in the minutes of this meeting.

11. MATTERS ARISING FROM THE MINUTES AND SUMMARIES NOT DEALT WITH ELSEWHERE. – None

The meeting was suspended.

PUBLIC QUESTIONS AND STATEMENTS

(i).When will the summary of items agreed by emails in previous months be seen by the public.

Cllr Fraser said that they will be included in the minutes of this meeting.

(ii).I am disappointed that minutes of previous minutes are not on the web site, I have complained about this before.

Cllr Fraser said that the last approved minutes were on the web site, the summaries of emails agreed in previous months were not minutes and so are not on the web site, but they have been approved at this meeting, and so will be included with the minutes of this meeting when this is posted on the web site.

(iii) I am concerned with the New Barn Road development site, it is well known that this site has generated much controversy and strength of feeling amongst parishioners from the outset. One would hope that the parish council are aware of the high level of sensitivity associated with this proposed planning application.

Why has there been such continual poor communication and lack of timely information being given to parishioners about progress? There is next to no information giving updates on your website, previous minutes or your Facebook page. I know that the neighbourhood planning committee have had meetings over recent months (since my husband is involved with this group) and that development work is pushing on regardless, given the start of activity on the field last week without any prior warning to immediate residents. I also know there is a second option on plans for the site which have been available and approved for sharing with parishioners since 23rd September and yet still these are not in the public domain.

Cllr Hamer said that the neighbourhood plan committee did not meet for a number of months. We planned to have a public event but it was not possible. We are preparing a public document which will be distributed next month. It contains a long term vision and progress with the New Barn development. We need written responses which cannot be done by a remote meeting.

(iv).There is also no information relating to a date for public consultation on the plans, such as Brook Road had, to allow parishioners some say in the final layout of the development. In spite of Covid 19 this should still be able to be facilitated in a safe

manner with our new ways of working. At a previous meeting, ADP consultants and Mersea Homes advised that they were 'very keen' for the community to engage with the plans, so we should be given this opportunity.

Cllr Hamer said that the deadline for a consultation is 21st November.

Cllr Fairs said that this is not a planning drawing. The plan by ADP Consultants is a conceptual plan. The local plan has recognised that development has been identified in Great Tey.

There has been little evidence to show that the PC has been sympathetic to or representative of the majority of parishioner views expressed from the start. This experience has fallen far short in many respects by the council authorities involved and it gives me little confidence that things will improve moving forward.

(v).The Mersea Homes web site states that they have secured an allocated site for 30 homes. In the official Colchester survey there were 122 objections to this site, and 7 in support.

Borough Cllr Chillingworth said that only part 1 of the Local Plan has been agreed, part 2 will go to another inspection. This application will not come forward for 5 or 6 months, then this is the opportunity to have your say.

(vi).It is not clear on time lines, I am concerned that this will be pushed through.

(vii).I was concerned with the recent excavations to find out it was archaeological work. We should have been advised, why did the parish council not know about it. This should be on the parish web site and Facebook to inform .

Cllr Hamer said that we were told informally that there would be an archaeological dig but no date was given so there was nothing to pass on. I will ask ADP Consultants to give us more information on progress.

(viii) Cllr Suff said that people are complaining of noises at the Brook Road development before 8am. He said that they have been advised to contact CBC. There has been complaints of the road damage opposite the entrance to the development site, and this has been reported to ECC Highways.

Cllr Fraser said that the developer would not usually repair this until the end of the development, and as this may be considered dangerous, the clerk was asked to write to the developers Granville Developments.

(ix) In response to some of the individual replies received from councillors to my email last week I would like to suggest that if emails are not welcomed to individual counsellors that their personal emails be removed from the website. At least 2 of these proved incorrect anyway. I did not ask for an individual response, merely for an initial acknowledgement from the parish council that my email had been received. I would have been happy to wait for a response from the parish clerk alone. My email was sent to the clerk in the first instance.

Cllr Fairs said that in summary we accept the public concerns over communication. The parish council need to discuss how to deal with concerns in future.

The meeting resumed.

12. REPORT FROM COLCHESTER BOROUGH COUNCILLOR

Borough Cllr Chillingworth said that the government has issued its planning white paper and has also signalled a forthcoming consultation on local government reorganisation.

The Inspector has published his proposed modifications to Part 1 of the Local Plan, mainly the removal of West Tey and the garden community west of Braintree. These were accepted by all three of the participating Councils' Local Plan Committees and have now gone out to public consultation.

Waste collections are now back to normal. A proposal to charge residents for the collection of green waste was heavily criticised by the public and has been withdrawn.

Borough Cllr Chillingworth left the meeting.

13. NEIGHBOURHOOD PLAN

Cllr Hamer said that matters have already been covered in the public questions and statements item. The public consultation document is to be distributed to parishioners shortly and the printing costs are £150. There is no need for a ballot box as two committee members have agreed to receive responses to the consultation through their own letter boxes.

Cllr Hamer said that the committee have asked Groundworks for an extension to the funding which was due for repayment of the unused grant on 31st March.

14. PLANNING MATTERS

(a) Applications received

201929 Great Tey Primary School, Christmund Way - removal of existing temporary unit and installation of a new temporary classroom facility on the same site.- We support this application.

202031 Braziers, East Gores Road, Coggeshall – extension & alterations to outbuilding to create an annexe – No objections subject to neighbours' views.

(b) Applications refused by Colchester Borough Council

201540 The Birches, Lamberts Lane - rear ground floor extension and internal alterations – refused

15. FINANCIAL MATTERS

(a) Cheques for payment to be approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101834	Playquip Leisure – repairs at play area	£ 4,041.60	£ 673.60
101835	I Dyer – handyman – weed control various areas	£ 36.00	£ 6.00
101836	I Dyer - handyman duties May to September	£ 437.10	£ 72.85
101837	D Williams-clerk salary £499.83 & arrears £81 less PAYE £116	£ 464.83	
101838	HM Revenue & Customs - PAYE for clerk	£ 116.00	
101839	R Cottis – reimbursement defib pads	£ 40.29	
101840	M Hamer – partial reimbursement of Zoom meeting subscription	£ 14.50	
101841	Age Concern – donation	£ 50.00	

(b) Bank statements show Current Account Cr 35,436.52, Business Premium Account Cr 22.48. These were seen and confirmed on the screen by the chairman.

16. HAROLD FAIRS RECREATION GROUND

The chairman advised that a number of the wooden posts in the fence surrounding the play area need replacing. The handyman has provided a quote to provide and replace 10 posts for £360. Members agreed to this subject to an agreed acceptable timescale for the job, and no damage to the wet pour surface. Cllr Fairs said that it would be a good use of S106 monies due to the parish from the Brook Road development.

Cllr Fairs said that the headmistress to the school has approached the parish council to request that parking places are painted in the car park to Harold Fairs Recreation Ground to regulate traffic, and that a speed bump is installed to slow down traffic as she is concerned with the traffic at the start and the end of the school day. She said that the school would fundraise to pay for this, and Cllr Williamson suggested that the parish council pays for half the cost. Cllr Fairs said that this would be another good use of the S106 monies. Members agreed to progress this and Cllr Fairs said that he would liaise with the headmistress to understand the way forward.

17. HANDYMAN REPORT

The clerk said that the handyman has reported that the installation of the benches on the Harold Fairs Recreation Ground is imminent. He has advised that there is a problem with some allotment fence posts and he will advise further.

18. VILLAGE HALL

Cllr Hamer asked if the hall could have a couple of hand satiniser units, and members agreed that the clerk asks the village hall manager if these can be provided.

19. HIGHWAYS

Cllr Fraser said that he had reported 3 potholes including Tey Road. Cllr Fairs said that Anglian Water has been working on an emergency job in the village and asked if all the associated water on the roads has been sorted out. The clerk said that he would write to Anglian Water. Cllr Hamer said that updates are published on www.roadworks.org.

20. OLD PLAYING FIELD

Cllr Frost said that some items had been removed from the entrance to the Old Playing Field. The clerk was instructed to ask that the remaining items be removed from the Old Playing Field and to leave the entrance clear, and to report back to members in two weeks.

The clerk was asked to contact the PCC representative to ask if there is to be a church service for the installation of the plaque to commemorate the 75th anniversary of VE Day, and then ask Mr Tatam to install the plaque.

21. ALLOTMENTS

The clerk advised that plot invoices will be sent out shortly.

22. EMERGENCY PLAN - Cllr Fraser said that no progress has been made with the emergency plan, and he will send details to Cllr Hamer.

23. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

An email received from Age Concern Colchester asking for a donation. Members agreed a donation of £50.

An email received from a parishioner raising several points, and members considered that the concerns raised had been answered in the public questions and statements item earlier in this meeting, and asked the clerk to reply accordingly.

An email received from Colchester Borough Council advising that leaflets are to be sent to every household regarding coronavirus restrictions in Essex. Members considered that they would probably deliver these themselves, but guidelines are awaited.

24. OTHER BUSINESS FOR DISCUSSION

Cllr Fairs said that he would like to thank Cllr Hamer for preparing and distributing the neighbourhood plan consultation.

Cllr Fraser said that he is resigning as a parish councillor with immediate effect. Members expressed their thanks for all that he has done for the council during his time as a councillor.

There being no further business the parish council meeting was closed at 9.30pm.

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

GREAT TEY PARISH COUNCIL

Items Discussed and Agreed by the Parish Council

By Email on Tuesday 14th April 2020

1. DECLARATION OF INTERESTS BY MEMBERS ON ITEMS SHOWN ON AGENDA - None

2. NEIGHBOURHOOD PLAN

Cllr Hamer said that proceedings are currently suspended; the committee would like to organise a public event following the responses received to the Call for Sites, to obtain views of the community on the proposals received. Clearly this is not an option at the moment, so we will reconvene when we are able. In the meantime, we have been advised that, under the terms of the funding agreement, we are required to return any monies not spent at the end of the financial year. Unfortunately we have not been granted any extension of this in light of the COVID 19 pandemic. She has asked Simon Mann to complete an End of Funding report, and will let you know the procedure once this is done. We will have to apply for funding again in the new financial year.

3. CO OPTION OF PARISH COUNCILLOR

The clerk reported that Colchester Borough Council have not received any nominations.

Members noted that one application has been received direct. However the vacancy has not been advertised locally and so members agreed that it should be advertised on Facebook, Next Door, the Web Site, and also Round and About if it is published in June. The closing date is 30 June.

4. PLANNING MATTERS

(a) Applications received

200661- Great Tey Primary School, Chrismund Way - To reinstate the community swimming pool (currently open air) extending it to 12.5m long, 5m wide, 1.2m deep providing the following: Permanent 'Galaxy' enclosure for all year round use, changing facilities, showers, disabled toilet, reception building. - -- No objections subject to neighbours' views.

200537 - 2 Brook House Cottages, Brookhouse Road, - Demolition of existing single storey rear extension to be replaced with the construction of a new rear flat roofed single storey extension. Alterations to existing out building. - No objections subject to neighbours' views.

(b) Applications approved by Colchester Borough Council

193054 - Moor Farm, Moor Road - Demolish existing machinery store/garage. Construct new machinery store/carport/home office/gym. Change of use of partial piece of land for building. .Approved subject to five conditions

5. FINANCIAL MATTERS

(a) Cheques for payment approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-
101803	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13
101804	HM Revenue & Customs - PAYE for clerk	£ 97.20
101805	Great Tey Village Hall – hall rental	£ 57.00
101806	Essex Association of Local Councils – annual subscription	£ 288.86

(b) The clerk reported that the bank balances are:- Current Account Cr £ 26,603.50,
Business Premium Account Cr £ 22.47.

6. OLD PLAYING FIELD

The clerk reported that the plaque for the commemoration of the 75th Anniversary of VE Day cannot be completed by 8th May as the manufacturers are closed due to the Coronavirus pandemic. This will be completed when restrictions are lifted.

7. HANDYMAN

Cllr Fairs asked that confirmation is obtained that the grasscutting and strimming is being done.

Cllr Fraser noted that the hedge debris is still on Harold Fairs Recreation Ground.

END

GREAT TEY PARISH COUNCIL

Items Discussed and Agreed by the Parish Council

By Email on Tuesday 12th May 2020

1. DECLARATION OF INTERESTS REGARDING THESE ITEMS - None

2. MEETINGS

confirmed delay of the Annual General Meeting and the Annual Parish Meeting, and to continue with email correspondence to continue essential parish council business, all until face to face meetings resume.

3. NEIGHBOURHOOD PLAN

Cllr Hamer said that matters are suspended at present.

4.PLANNING MATTERS

(a) Applications approved by Colchester Borough Council

200537 2 Brook House Cottages, Brookhouse Road - Demolition of existing single storey rear extension to be replaced with the construction of a new rear flat roofed single storey extension. Alterations to existing out building – approved subject to 3 conditions.

5. FINANCIAL MATTERS

(a) Cheques for payment approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101807	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101808	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101809	Anglian Water Business (National) Ltd – allotments water	£ 4.59	
101810	I Dyer – handyman – March to May	£ 126.90	£ 21.15
101811	I Dyer – grasscuts – 4 x OPF, 2 x HFRG	£ 211.20	£ 35.20
101812	BHIB Ltd – parish annual insurance policy premium	£ 788.54	

(b) Members approved the renewal of the parish council insurance policy.

(c) The clerk reported that bank balances are Current Account Cr 34,935.44, Business Premium Account Cr 22.47

(d) Members approved completion of the Annual Governance and Accountability Return (AGAR).

(e) Members approved the Annual Accounts for the year to 31 March 2020

6. HAROLD FAIRS RECREATION GROUND

Cllr Frost said that the play area required strimming. The clerk was asked to arrange this with the handyman.

END

GREAT TEY PARISH COUNCIL

Items Discussed and Agreed by the Parish Council

By Email on Tuesday 10th June 2020

1.DECLARATION OF INTERESTS REGARDING THESE ITEMS - None

2.PLANNING MATTERS

(a) Applications received - None

(b) Applications approved by Colchester Borough Council - None

(c) Applications withdrawn

192654 New Barn, New Barn Road

192655 - ditto -

3. FINANCIAL MATTERS

(a) Cheques for payment approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101813	I Dyer – handyman – hedge boundary work at HFRG	£ 510.00	£ 85.00
101814	I Dyer – grasscuts – 2 x OPF, 1 x HFRG	£ 105.60	£ 17.60
101815	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101816	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101817	Campaign to Protect Rural England – annual subscription	£ 36.00	
101818	Birch Airfield Composting Services Ltd – village green waste collection	£ 200.40	£ 33.40
101819	Mrs R Stone – notice board annual rental	£ 10.00	

(b) The clerk reported that the bank balances are :- Current Account Cr 33,617.11.

Business Premium Account Cr 22.47

4. SALT BAG PARTNERSHIP

Members confirmed that the parish council is not joining this scheme this year, as we have sufficient stocks of salt.

5. S106 FUNDING REQUIREMENTS

In response to an enquiry from Colchester Borough Council, members confirmed requirements for S106 funding of £10,000 to the village swimming pool and between £10,000 & £100,000 to the play area refurbishment.

6. PARISH COUNCILLOR CO-OPTION

The clerk advised that two applications had been received for the parish councillor vacancy. Members asked that the clerk obtains more information from the applicants so that an informed decision can be made.

END

GREAT TEY PARISH COUNCIL

Items Discussed and Agreed by the Parish Council

By Email on Tuesday 14th July 2020

1.DECLARATION OF INTERESTS REGARDING THESE ITEMS - None

2.MEETINGS – Members agreed to continue with email correspondence for essential parish council business, but accepted that virtual meetings should be held in the future until face to face meetings resume.

3. NEIGHBOURHOOD PLAN

Cllr Hamer said that a virtual meeting is arranged for next week to discuss how to proceed.

4.PLANNING MATTERS

(a) Applications received

201204 The Kings Arms, Broad Green, Coggeshall - Erection of outdoor canopy for pub external drinking area. Erection of 1.8m sleeper fence for pub garden to reduce noise – No objections subject to neighbours' views.

(b) Applications approved by Colchester Borough Council – None

5. FINANCIAL MATTERS

(a) Cheques for payment to be approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101820	Play Safety Ltd – ROSPA report on play area	£ 107.40	£ 17.90
101821	Rural Community Council of Essex - annual subscription	£ 72.60	£ 12.10
101822	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101823	HM Revenue & Customs - PAYE for clerk	£ 97.20	

(b) The financial report, Current Account Cr 32,950.78, Business Premium Account Cr 22.48

6. VE DAY MEMORIAL PLAQUE

It was agreed to make arrangements to install the plaque.

7. ROSPA REPORT ON PLAY AREA

Members agreed to arrange a quotation to rectify the shortcomings in the report.

8. PARISH COUNCILLOR CO-OPTION – Members confirmed that Mr F Suff can be co opted at the next formal meeting to fill the present parish councillor vacancy.,

9. VILLAGE HALL

Members agreed to ask Colchester Borough Council for assistance in removing the apparently abandoned car from the car park.

10. HAROLD FAIRS RECREATION GROUND

The clerk was requested to ask the handyman when he intends to install the new benches.

11.HIGHWAYS

Cllr Hamer said that a parishioner has complained that the beech hedge is encroaching onto the Essex Way footpath on Chappel Road, and can the owner be asked to cut it back. The house is on the left as you look from Chappel Road. The pothole opposite the entrance to the farm on Brook Road has got worse.

11.OTHER BUSINESS FOR DISCUSSION

Cllr Hamer said that she had been approached regarding a recent incident where around 12 cars were driving around the HFRG car park at 10.45 pm. She did advise that the incident should have been reported to the police at the time. She proposed that this advice is put on the Parish Council Facebook page adding that if it is safe to do so, photographic evidence of the vehicles involved should be obtained. Members agreed.

Cllr Hamer proposed that the parish council approaches the editor of Round and About to see if he is to restart printing.

END

GREAT TEY PARISH COUNCIL

**Items Discussed and Agreed by the Parish Council
By Email on Tuesday 11th August 2020**

1.DECLARATION OF INTERESTS REGARDING THESE ITEMS - None

2.MEETINGS - Members agreed to continue with email correspondence for essential parish council business for the time being.

3. NEIGHBOURHOOD PLAN

Cllr Hamer said that they held a virtual meeting on 4th August. As there does not appear to be any prospect of holding a public meeting in the near future, it was decided that we should produce a document to be delivered to each household, detailing the options that have come to light following the Call for Sites, including the Sustainability Vision proposed by a local landowner. We hope to get the views of the community on the various options, from which we can decide on the Views and Objectives of the plan. In the meantime, a sub-group will work on producing background information for the plan, such as the geography and history of the area. We are required to return funds not used by the end of the last financial year, and apply for new funding during the current financial year. We will look into costs of producing the aforementioned document, to be included in our funding application

4.PLANNING MATTERS

(a) Applications received

201540 The Birches, Lamberts Lane - rear ground floor extension and internal alterations - no objections subject to neighbours' views.

(b) Applications approved by Colchester Borough Council

201204 The Kings Arms, Broad Green, Coggeshall - Erection of outdoor canopy for pub external drinking area. Erection of 1.8m sleeper fence for pub garden to reduce noise – approved subject to 6 conditions and 1 informative.

5. FINANCIAL MATTERS

(a) Cheques for payment to be approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
101824	I Dyer – grasscuts, 4 x OPF, 2 x HFRG	£ 211.20	£ 35.20
101825	Great & Little Tey PCC – donation for churchyard cutting, £425 & £450	£ 875.00	
101826	D Williams-clerk salary £486.33 less PAYE £97.20	£ 389.13	
101827	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101828	Colchester Assoc of Local Councils –annual subscription	£ 35.00	

(b) The financial report. Current Account Cr 31,343.25, Business Premium Account Cr 22.48

6. PLAY EQUIPMENT REPAIRS – A quotation from Playquip for £3,368 for play area repairs following the ROSPA report was agreed.

END

GREAT TEY PARISH COUNCIL

Items Discussed and Agreed by the Parish Council

By Remote Meeting on Tuesday 8th September 2020 at 7.30pm

This is not a parish council meeting as the public did not have the opportunity of attending.

1.APOLOGIES FOR ABSENCE – None.

2.DECLARATION OF INTERESTS REGARDING THESE ITEMS

Cllr Fairs declared an interest as a letter received from a family member will be considered during correspondence.

3.MEETINGS

Members agreed to arrange virtual meetings through Zoom until face to face meetings resume, inviting the public to future meetings.

This will be advertised on the parish council Facebook page, the web site and Round and About. The link to the meeting will be advertised if possible and parishioners will be asked to email questions and statements in advance.

4. NEIGHBOURHOOD PLAN

Cllr Hamer said that the committee have met and they are producing a public consultation document. The consultants involved with the proposed New Barn site have issued a revised layout of the site. The affordable housing will be spread throughout the development. The committee do not have agreement to the revised layout and are asking the consultants whether this can be included in the public consultation document.

Cllr Hamer said that the committee would require a dropbox outside the village hall to receive responses to the public consultation.

5.PLANNING MATTERS

(a) Applications received

201661 Land at Brook Road - application to vary conditions 9 and 21 (surface water drainage) following grant of planning permission 192249 - We agree in principle to this application and that of 201741 but are concerned that the attenuation basin is so far away from the development and secondly we are concerned with the present flooding at the Roman River and wonder if these arrangements will make the problem worse.

201741 Land at Brook Road – Provision of attenuation basin to serve development approved under planning permission 192249.- We agree in principle to this application and that of 201661 but are concerned that the attenuation basin is so far away from the development and secondly we are concerned with the present flooding at the Roman River and wonder if these arrangements will make the problem worse.

(b) Applications approved by Colchester Borough Council - None

5. FINANCIAL MATTERS

(a) Cheques for payment to be approved:-

Chq.No.	Payee	Amount (£)/ of which VAT:-	
	salary £486.33 less PAYE £97.20	£ 389.13	101829 D Williams-clerk
101830	HM Revenue & Customs - PAYE for clerk	£ 97.20	
101831	L Tippett – internal auditor fee	£ 180.00	
101832	Anglian Water Business (National) Ltd – allotments water	£ 39.58	
101833	M Hamer – part payment for Zoom meeting arranged for parish council	£ 14.50	

(b) Bank statements show Current Account Cr 30,637.34, Business Premium Account Cr 22.48 These were seen and confirmed on the screen by the chairman.

(c) The clerk's salary effective 1 April 2020 was reviewed. A 2% increase was agreed February 2020 but to await confirmation of published salary scales for 2020/2021. Salary scales now published show an increase of 2.75% to a new figure of £5,998. Members agreed to this.

(d) The handyman's hourly rate effective 1 April 2020 was reviewed. The present rate £11.75 was agreed March 2019 and members agreed an increase of 25p per hour to a new hourly rate of £12.

(e) The internal auditor's report for the year 2019/20 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 2019/20 of the Annual Return was completed. The AGAR 3 and supporting documents for the intermediate review can now be forwarded to the External Auditor.

6. LITTER PICK – Members agreed to delay the litter pick for 2020 until Spring 2021, and asked the clerk to put an article in Round and About for October.

7. PLAY EQUIPMENT – Members agreed a quotation from Playquip to undertake the defects outlined in the recent ROSPA report. Cllr Williamson said that a complaint against the workmen allowing children on to the equipment instead of closing off the area had been passed onto Playquip who have apologised and dealt with this.

8. HAROLD FAIRS RECREATION GROUND

The clerk was instructed to ask the handyman to cut the grass around the play equipment on the area by the ramp and under the bridge.

9. OLD PLAYING FIELD

Cllr Hamer said that she would contact the PCC representative regarding the installation of the plaque to commemorate the 75th anniversary of VE Day.

Members agreed to ask the clerk to write to a resident of The Chase to remove the trailer and contents and equipment and vehicles from the Old Playing Field and keep the entrance to the field clear. The clerk was asked to circulate a draft to members for approval beforehand.

10. VILLAGE HALL - Cllr Fairs said that the annual review for the village hall manager was overdue, and members agreed a salary increase of 2.75% with effect from 1 April 2020.

11. HIGHWAYS

Members reported 2 potholes at the junction of The Street and Greenfield Drive, and 1 pothole at the junction of The Street and New Barn Road. Cllr Fraser said that he would report these on the Essex County Council web site.

12. ALLOTMENTS - The clerk was instructed to ask the handyman to cut the grass paths at the allotments.

13. HANDYMAN

Members referred to a letter received from a parishioner asking for clarification on the cutting of the grass on the bank in The Street, and also asking if the parish council knew how the funds referred to at the development at Brook Road were being spent in the village.

The clerk was asked to reply and confirm that the parish council will ask the handyman to cut the bank, and also that the parish council has not received any details and are asking Colchester Borough Council for an update, and also asking them to arrange to remove the misleading poster.

14. EMERGENCY PLAN - Cllr Fraser said that no progress has been made with the emergency plan, and Cllr Hamer said that she would liaise with him to advance matters.

15. OTHER BUSINESS FOR DISCUSSION

The clerk was asked to send four articles to Round and About regarding:- the delayed litter pick, the remote council meeting in October, a statement seeking clarification on the sign at the Brook Road development, and a statement thanking those parishioners who have shown community spirit helping neighbours with shopping, especially Sarah Barron, Peter Fairs and Penny Clayton.

END