

# **GREAT TEY PARISH COUNCIL**

Minutes of the Parish Council Meeting held remotely by Zoom on Tuesday 13<sup>th</sup> April 2021 at 7.30pm

Present: Cllr Bartleet, Cllr Fairs (Chairman), Cllr Frost, Cllr Hamer, Cllr Suff, Cllr Warnes, Cllr Williamson

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

## **1.APOLOGIES FOR ABSENCE – None**

## **2.DECLARATION OF INTERESTS REGARDING THESE ITEMS – None**

## **3.STATEMENT BY THE CHAIRMAN**

Cllr Fairs said that this meeting is not a legal parish council meeting as the parish council were informed earlier today that the three clear days for notice of the meeting do not include the days of mourning for the death of HRH Prince Phillip, Duke of Edinburgh, and so the three clear days were not given. Any decisions made at this meeting will be proposed for approval at the parish council meeting in May.

## **4. CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING**

The minutes of the last remote parish council meeting of 9<sup>th</sup> March 2021 were agreed as a true record, and signed remotely by the Chairman.

## **5. MATTERS ARISING FROM THE MINUTES AND SUMMARIES NOT DEALT WITH ELSEWHERE - None**

The meeting was suspended.

## **PUBLIC QUESTIONS AND STATEMENTS**

(i).There is serious subsidence on Great Tey Road when travelling from the A120 on the first left hand bend opposite Little Tey Barn. ECC Cllr Brown said that this is a safety issue and the clerk was asked to write to ECC Cllr Brown asking her to support our request to ECC Highways that this is repaired as a matter of urgency.

(ii) ECC Highways have repaired a pothole on Greenfield Drive and left others nearby unrepaired.

(iii) As an allotment plotholder I have removed ivy from the fence separating my plot from a rear garden of a Brook Road property. The ivy is also growing up and through the fence from parish council land but the fence may not be strong enough to take the removal of the ivy. Cllr Fairs asked the clerk to ask the handyman not to remove the ivy if by doing so it will pull the fence down.

The meeting resumed.

## **6. REPORT FROM ESSEX COUNTY COUNCILLOR**

ECC Cllr Brown said that she is retiring and not standing for re election nnext month. She thanked the parish council for the support given over the last 12 years. She said that the ECC Cllr will continue to assist with Highways issues if a resolution cannot be found after reporting on the ECC web site.

## **7. REPORT FROM COLCHESTER BOROUGH COUNCILLOR**

Borough Cllr Chillingworth said that the government’s announcement that on-line decision making meetings of local authorities are not to continue will cause problems at both parish and Town Hall levels in May and perhaps beyond.

New clear plastic bags for recyclables are being delivered to households from 19th April and may not coincide with collection days, so look out for these at your premises.

ECC Cllr Brown and Borough Cllr Chillingworth left the meeting.

## **8. NEIGHBOURHOOD PLAN**

Cllr Hamer said that the committee had a constructive meeting with the proposed developer of the New Barn Road site following the results of the parish survey, and the committee had a subsequent meeting when concern was expressed that the parish was not notified of the deadline of 6<sup>th</sup> April for comments relating to the hearing sessions of the Local Plan Part 2 which are starting shortly. This was not publically advertised and Option 1 for New Barn Road was the only option included. After discussion members agreed to ask the committee to write to the CBC representative on the committee asking why the parish council was not informed of the deadline date for comments.

## **9. PLANNING MATTERS (a) Applications received**

210658 - Smythers Farm, Earls Colne Road - Retrospective application for the construction of timber-framed greenhouse within the lower section of the private garden. Additionally planning consent sought for roof-mounted solar panels on the modern garages north of primary courtyard buildings. – No objections subject to neighbours’ views.

(b) Applications approved by Colchester Borough Council

210319 - Kalina, Brook Road - Proposed garage conversion and front porch – approved subject to three conditions.

(c) Following a complaint from a parishioner regarding the development seen at Tocia, Chappel Road, the planning enforcement officer from Colchester Borough Council has submitted a report stating that they are investigating whether permitted development rights have been removed for all of the property. They are also investigating the occupancy of the barn. Members agreed that the parish council should reply and point out that the property on this site was previously named Homagen and that there is a planning history for the site which may be relevant and to ask for planning enforcement’s response.

## 10. BROOK ROAD DEVELOPMENT

Cllr Fairs said that he has noticed that there are 5 properties occupied at the Brook Road development which has triggered the payment of the Section 106 monies. The clerk was asked to write to CBC to clarify the procedure for payment to the parish council and guidance regarding the utilisation of these monies. Members said that a decision on utilisation can then be made. Cllr Hamer said that the parish council should make early contact with CBC regarding a Section 106 agreement for the proposed New Barn Road development. Cllr Warnes said that the Section 106 agreement will probably be submitted with the outline planning application. Members asked the clerk to also write to CBC regarding a potential Section 106 agreement regarding procedure and ideas for utilisation.

## 11. FINANCIAL MATTERS (a) Cheques for payment

Chq.No.	Payee	Amount (£)	/ of which VAT:-
101872	M Hamer – partial reimbursement of Zoom meeting sub March	£ 13.50	
101873	Essex Association of Local Councils – subscription	£ 298.82	
101874	D Williams-clerk salary £499.83 less PAYE £99.80	£ 400.03	
101875	HM Revenue & Customs - PAYE for clerk	£ 99.80	
101876	I Dyer – grasscuts	£ 79.20	£ 13.20
101877	I Dyer – handyman	£ 119.84	£ 19.97
101878	M Hamer – partial reimbursement of Zoom meeting sub April	£ 13.50	

(b) Bank statements show Current Account Cr 21,243.60, Business Premium Account Cr 22.48. These were seen and confirmed on the screen by all parish councillors.

(c) Members agreed to increase the hourly rate to be charged by the handyman from £11.75 to £12.00. The clerk said that no national agreement concerning the clerk's annual salary review had been advised. He was asked to report when it is received.

(d) Members were asked to consider the appointment of the internal auditor for the annual accounts to 31<sup>st</sup> March 2021. Ms L Tippet FCA has been internal auditor for at least the last 18 years during the tenure of the present clerk. Her appointment was confirmed and the clerk was asked to liaise with her regarding the annual accounts.

## 12. HAROLD FAIRS RECREATION GROUND

Cllr Fairs asked the clerk to establish when the handyman is to start the bridge cutting job as he wants to meet him on site then with Cllr Frost. The handyman has reported several instances of garden waste and other rubbish being dumped on the Recreation Ground and also the Old Playing Field. Members asked the clerk to put an article in Round and About regarding this, and Cllr Fairs said that he would inspect the area and approach the parishioners concerned.

## 13. HANDYMAN

The handyman has said that the draining problem in the car park needs a new drain in the low corner spliced into the existing 9" drain that runs along that boundary. Members asked the clerk to write to Mr Peter Fairs to advise him that this is being considered as we do not know whether or not this drain runs into his pond. The outstanding jobs apart from the bridge cutting are balance beam repair, the allotment fencing and the test roll on the Recreation Ground.

## 14. VILLAGE HALL

Cllr Fairs said that the interview committee of Cllr Williamson, Cllr Warnes and Mr Alec Brooks have interviewed applicants remotely and Mrs Jade Lock has been appointed as village hall manager following receipt of references. The committee were thanked for their involvement. Jade Lock has advised that there is an outstanding action plan following the Legionella risk assessment of 2019, and she will provide details to the clerk.

## 15. HIGHWAYS

The clerk said that Essex County Council (ECC) Highways have reported that the signpost on the junction of Earls Colne Road and Chappel Road is not an essential repair and they will monitor it.

The clerk was asked to write to ECC Highways regarding the request to improve the footpath from the bus stop to the junction with The Street as this has been outstanding for some time. In the meantime the clerk was asked to write to Strutt and Parker, who are the agents for the Diocese, the landowners of the field behind the footpath, asking them to arrange for the spoil which was taken from the ditch as it is now blocking this footpath.

## 16. OLD PLAYING FIELD

Members asked the clerk to write to the owners concerned and ask them to remove the goal post from the Old Playing Field.

## 17. ANNUAL PARISH MEETING

Cllr Fairs said that guidance had been received from Essex Association of Local Councils advising that parishes do not have to hold an annual parish meeting this year as this would be in contravention of present Covid 19 regulations, and a remote meeting would not be appropriate. Members agreed to this.

## 18. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

Email received from a parishioner regarding the recent clearance of ditches in New Barn Road. She was advised that the landowners are responsible for this to prevent flooding of the highway.

Email received from a parishioner suggesting that the parish has an Open Gardens event in July, and asked if the parish council would assist with printing costs. Members agreed that this event would be a good idea, and asked for details of the expected printing costs. Members also wondered whether a previous organiser might wish to be involved.

**19. ANY OTHER BUSINESS**

Cllr Williamson said that after 28 years as a parish councillor she had decided to retire, and so was resigning from the parish council. Cllr Fairs said that she has been a valuable asset to the parish council, and thanked her for all that she has done for the village. All joined in thanking her.

The clerk was asked to write to CBC to advise and ask for the vacancy to be advertised in the usual way, after which it can be advertised locally if there is no response.

There being no further business the parish council meeting was closed at 9.18pm.

Chairman..... Date.....