

GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held remotely by Zoom
on Tuesday 4th May 2021 at 7.30pm

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

Clerk Mr D Williams, Colchester Borough Council (CBC) Cllr Chillingworth and 2 members of the public attended

ANNUAL GENERAL MEETING

1.ELECTION OF CHAIRMAN

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

2.APOLOGIES FOR ABSENCE – None

3. ELECTION OF VICE CHAIRMAN – Cllr Hamer was proposed by Cllr Fairs and seconded by Cllr Suff. There being no other nominations Cllr Hamer was duly elected vice chairman unanimously.

4.ELECTION OF SUB COMMITTEES

The following sub committees and councillor responsibilities were agreed:-

Planning - full council

Finance - full council

Compliance – full council

Bus/Transport – full council

Neighbourhood Plan – Cllr Hamer, Cllr Frost, Cllr Warnes

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

Footpaths - Cllr Bartleet, Cllr Hamer, Cllr Warnes

Village Hall - Cllr Hamer, Cllr Suff, Cllr Warnes

Housing - Cllr Bartleet, Cllr Frost.

Web Site - Cllr Fairs, Cllr Frost

Highways - Cllr Bartleet, Cllr Hamer

There being no further business the Annual General Meeting closed at 7.45pm.

PARISH COUNCIL MEETING opened at 7.46pm

1.APOLOGIES FOR ABSENCE – None

2.DECLARATION OF INTERESTS REGARDING THESE ITEMS – None

3. CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING

The minutes of the last remote parish council meeting of 13th April 2021 were agreed as a true record, and signed remotely by the Chairman.

4. MATTERS ARISING FROM THE MINUTES NOT DEALT WITH ELSEWHERE - None

The meeting was suspended.

PUBLIC QUESTIONS AND STATEMENTS

(i).Is there an update on my report of serious subsidence on Great Tey Road when travelling from the A120 on the first left hand bend opposite Little Tey Barn.

(ii) The potholes on Greenfield Drive at the junction with The Street are bad.

Cllr Fairs said that these matters will be dealt with later in the meeting when Highways are discussed.

The meeting resumed.

5. 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. The High Court has decided that it is a political matter for the Government.

Part 2 of the Local Plan is being dealt with by an Inspector, but there are no reports on progress.

Borough Cllr Chillingworth left the meeting.

6. NEIGHBOURHOOD PLAN

Cllr Hamer said there is not much to report as the committee meeting is next week. A member listened to the recent meeting when the inspector considered Part 2 of the Local Plan. Access to the proposed New Barn Road site was shown in the Plan as from New Barn Road and not from Greenfield Drive. Cllr Hamer said that Groundworks is open for funding for 2021/22.

7. PLANNING MATTERS

(a) Applications received

211040 10 Langleys Cottages, Chappel Road - Single storey lobby front entrance with cloakroom WC – No objections subject to neighbours' views.

(b) Applications approved by Colchester Borough Council

210495 Bracks Cottage, Bracks Lane, Coggeshall – ground mount solar array, subject to 2 conditions

(c) Applications refused by Colchester Borough Council

210380 Tocia, Chappel Road - Convert the existing garage to ancillary accommodation to the main building (annexe). The clerk was asked to diarise for receipt of the enforcement officer's report.

(d) Members discussed the utilisation of S 106 monies for the Brook Road development following a response from Colchester Borough Council, and Cllr Fairs said that he would telephone Mr S Collis at Colchester Borough Council to obtain further clarification of the procedure for the spend.

Members then discussed the response to Colchester Borough Council who have requested a wish list for parish expenditure which may be included in S 106 monies for the proposed New Barn Road development. Cllr Hamer said that the responses to the Neighbourhood Plan survey 4 years ago included a café, tea room, green space but no mention of an update to the play area. Cllr Warnes referred to the last health and safety assessment to the village hall, and said that a pressurised water system will cost a lot of money. Cllr Fairs asked if we needed another survey to understand parish requirements, possibly an electronic survey. Cllr Hamer said that the Neighbourhood Plan Group are to have a meeting next week and will consider all ideas.

8. FINANCIAL MATTERS

(a) Cheques for payment

Chq.No.	Payee	Amount (£)	/ of which VAT:-
101879	BHIB Ltd – annual parish insurance premium	£ 796.95	
101880	D Williams-clerk salary £499.83 less PAYE £99.80	£ 400.03	
101881	HM Revenue & Customs - PAYE for clerk	£ 99.80	
101882	M Hamer – partial reimbursement of Zoom meeting sub	£ 13.50	
101883	Timpsons – new plaque for pump yard	£ 115.00	

(b) Bank statements show Current Account Cr 19,933.32, Business Premium Account Cr 22.48. These were seen and confirmed on the screen by all parish councillors.

(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 2021. These accounts showed total income of £ 21,996.98; total payments of £ 27,177.87 which included repayment of a Neighbourhood Plan grant of £8,300; bank balances of £ 22,277.27 of which £ 18,277.27 is unallocated; and capital reserves of £ 54,703. It was agreed that the accounts be accepted and the accounts can be signed by the chairman and clerk. It was agreed that the internal auditor audits these accounts within the external auditor's timescale before the details are submitted to the external auditor.

(e) The Annual Governance and Accountability Return (AGAR) is submitted online when the internal auditor's 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.

9. HAROLD FAIRS RECREATION GROUND

Cllr Fairs said that a request had been received to use the Harold Fairs Recreation Ground (HFRG) for football training once or twice a week. He said that he would support this community activity at no charge subject to the organisers maintaining the pitch and equipment, are aware of the twice yearly village cricket matches, and provide evidence of public liability insurance.

Cllr Warnes said that the waste bin inside the children's play area had again not been emptied. Cllr Suff said that he had personally emptied it, for which members thanked him. The clerk was asked to advise CBC of this and ask them to arrange for this bin to be emptied regularly as they have done for many years.

The clerk was asked to add the play area fence to a list of potential S 106 expenditure.

10. HANDYMAN

The handyman has advised that he wishes to withdraw from the contract for the bridge cutting job, and members agreed to seek alternative quotes. The clerk was asked to send details of the specification to Cllrs Fairs, Frost and Suff for agreement before sending out to alternative contractors. Cllr Warnes asked if S106 monies could be used, and Cllr Fairs said that we may wish to redo the bridge area with S106 monies.

The handyman advises that he will complete the other outstanding jobs within the next 4 to 6 weeks. The outstanding jobs are the balance beam repair, the allotment fencing, three posts at the play area, clear cuttings from the south fence of HFRG, trimming of HFRG and the test roll on HFRG.

The clerk was asked to seek a quotation from the handyman for a new drain in the low corner spliced into the existing 9" drain that runs along that boundary, as Mr Peter Fairs advises that he has no objection to this.

11. VILLAGE HALL

The village hall manager has advised that there are outstanding items from the last legionella and health and safety reviews.

Members agreed to obtain updated reviews of these together with Covid, fire and anything else for a public space used by a range of people including young children and elderly. Members agreed that the Trustees should pay for this rather than the village hall committee. The clerk was asked to put the cost of dealing with the reviews on the list of S106 works.

12. HIGHWAYS

The clerk was asked to write to ECC Highways for an update regarding the report of subsidence on Great Tey Road.

ECC Highways have reported that the speed limit check for Lamberts Lane has shown that vehicles are not speeding to the extent that a speed limit is required. The parishioner requesting this speed limit will be advised.

The potholes at the junction of Greenfield Drive and The Street have been reported.

13. OLD PLAYING FIELD

Members decided to leave the goal post on the Old Playing Field.

14. ALLOTMENTS

Members agreed to a purchase of two new combination locks for the allotment gate and the water tank, and an allotment holder has kindly agreed to do this. The clerk was asked to add a personal gate for the allotments to the S 106 works list.

15. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

From Colchester Borough Council, a request to respond to the Colchester Future Transport Strategy. The clerk agreed to complete this.

16. ANY OTHER BUSINESS

Cllr Hamer said that we need to look at the Emergency Plan, and asked that this be an agenda item next month. She asked for another councillor to meet her to consider this plan when we are able to do so.

Cllr Warnes said that the Community Speedwatch will be starting up again shortly.

Cllr Fairs said that the bollards at the Great Tey Yard need replacing, and the clerk was asked to advise Colchester Borough Council Street Services.

The clerk was asked to write on behalf of the Trustees of the Village Hall, who are the owners of HFRG, to a driving school using the car park, saying that the recreation ground and the car park is not to be used for commercial uses, and in addition the car park is used for the transportation of children to and from the adjacent primary school.

17. DATE AND TIME AND LOCATION OF THE NEXT MEETING.

Members agreed that the next meeting on 8th June would be a remote meeting. As the Government has stated that face to face meetings can restart, then this meeting cannot be regarded as a legal meeting. Depending on the progress of the lifting of Covid restrictions, the July meeting would be face to face at the village hall. We will then have to consider the use of hand sanitisers, face masks, social distancing, names and contact details of public attending, and possibly testing.

There being no further business the parish council meeting was closed at 9.56pm.

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