

# GREAT TEY PARISH COUNCIL

Minutes of the Annual General Meeting and the Parish Council Meeting held at the Village Hall, Great Tey  
on Tuesday 10<sup>th</sup> May 2022 at 7.30pm

Present: Cllr Bartleet, Cllr Fairs (Chairman), Cllr Frances, Cllr Frost, Cllr Hamer, Cllr Hill.

Clerk Mr D Williams and 3 members of the public attended.

## ANNUAL GENERAL MEETING

### 1.ELECTION OF CHAIRMAN

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

### 2.APOLOGIES FOR ABSENCE – Cllr Warnes

3. **ELECTION OF VICE CHAIRMAN** – Cllr Hamer was proposed by Cllr Fairs and seconded by Cllr Bartleet. 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

Footpaths - Cllr Bartleet, Cllr Warnes

Finance - full council

Village Hall - Cllr Frances, Cllr Hill, Cllr Warnes

Compliance – full council

Housing - Cllr Bartleet, Cllr Frost.

Bus/Transport – full council

Web Site - Cllr Fairs, Cllr Frost

Neighbourhood Plan – Cllr Hamer, Cllr Warnes

Highways -Cllr Frances, Cllr Hamer, Cllr Hill

Recreation/Allotments - Cllr Fairs, Cllr Frances, Cllr Frost, Cllr Hill

Mr Matt Halls has volunteered to help with Highways and Bus Service

There being no further business the Annual General Meeting closed at 7.36pm.

## PARISH COUNCIL MEETING opened at 7.36pm

### 1.APOLOGIES FOR ABSENCE – Cllr Warnes

2. **DECLARATIONS OF INTERESTS** – Cllr Fairs declared an interest in the planning application 220828 as the applicant is a family relative. He said that if required he will leave the meeting room.

3. **CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING** - The minutes of the last parish council meeting of 12<sup>th</sup> April 2022 were agreed as a true record, and were signed by the chairman.

The meeting was suspended.

### PUBLIC QUESTIONS AND STATEMENTS

(i).Is the land between Parsonage Court and the footpath owned by the village hall as it does not appear to be maintained?

Cllr Fairs said that the parish council has written to the developer querying that it is not in line with the landscape plan and ask who is responsible for maintenance. We have offered a site meeting.

(ii).We will create some wording for a proposed plaque for the wheelwright stone in The Street.

(iii). Has the parish council got views on the proposed National Grid pylons?

Cllr Fairs said that this will be discussed later in the meeting.

(iv).I have a plea for support for a change to the bus service. The first bus leaves Great Tey at 8.26am and arrives in Colchester after 9am. This is no use for teenagers going to college and workers in Colchester, and if it is brought forward the bus would be used a lot more and would help several parishioners. Hedingham Buses advise me that Essex County Council (ECC) produce the bus schedules. Members asked the clerk to write to ECC Cllr Lewis Barber and the Cabinet Member for Education.

(v).The amount of dog fouling is on the increase.

(vi).The hedge on the junction with Earls Colne Road and Chappel Road is again restricting the view for road users.

Cllr Fairs said that discussions were ongoing regarding the widening of the road junction, but in the meantime he will ask Messrs Livertons to contact the owner to discuss the cutting back of the hedge.

(vii).I am concerned with the encroachment on Great Tey Road just off the A120 where the footpath and the concrete buckets have narrowed the road. I will report it to ECC again.

(viii).What is the position regarding the rolling of the Harold Fairs Recreation Ground (HFRG).

Cllr Fairs said that representatives of the football club and the cricketers are meeting to agree the re-siting of the goals. We will receive a quotation for the rolling of the football pitch when the re-siting is agreed.

The meeting resumed.

### 4. NEIGHBOURHOOD PLAN

Cllr Hamer said that the end of year report is to be sent off and we have to return the balance of the unused grant to Groundworks. We are considering the costs for the new financial year so that we can apply for funding again. We have sent out a small survey to update views after the pandemic, and have received 3 responses. An electric bus service is being trialled in Braintree and may extend to us.

## 5. PLANNING MATTERS

### (a) Applications received

220828 Land at The Street - permission in principle for the erection of a single residential dwelling. Cllr Fairs said that the application is for land within the village envelope.

Cllr Fairs left the meeting room and Cllr Hamer took the chair.

After discussion the response is - No objections subject to neighbours' views. 4 councillors in favour, 1 councillor against.

Cllr Fairs returned to the meeting room and took the chair.

220989 - 34 Greenfield Drive - proposed single storey rear extension – No objections subject to neighbours' views.

### (b) Applications approved by Colchester Borough Council (CBC)

220584 White Gables, The Street - Proposed single storey rear addition, proposed front porch addition – approved subject to 3 conditions.

(c) CBC have asked the parish council to complete a document listing the requirements for S106 funding in the event that property developments in the parish generate this funding. Members agreed that the previous advice to CBC was to be repeated and the document is to be completed and approved by members before submitting.

2 members of the public left the meeting, 1 member of public remained.

## 6. FINANCIAL MATTERS

### (a) Cheques for payment

|        |  | Amount (£)/ of which VAT:- |
|--------|--|----------------------------|
| 101957 | BHIB Ltd – renewal of parish council policy                    | £ 879.71                   |
| 101958 | D Williams- clerk salary £508.50 less PAYE £101.60             | £ 406.90                   |
| 101959 | HM Revenue & Customs - PAYE for clerk                          | £ 101.60                   |
| 101960 | Great Tey Friendship & Bowls Club -grant obtained from ECC     | £ 300.00                   |
| 101961 | Comfort Services Group Ltd–hall water tank works, grant funded | £ 1,020.00 £ 170.00        |
| 101962 | Great Tey Golden Jubilee Fund – donation re village weekend    | £ 500.00                   |
| 101963 | I Dyer – grass cuts  | £ 118.80 £ 19.80           |
| 101964 | I Dyer – handyman  | £ 341.10 £ 56.85           |

(b) The resultant balances after all items are paid and received is Community Account Cr £ 35,875.56, Business Saver Account Cr £ 22.48. The Neighbourhood Plan allocated fund included in the Community Account is £ 5,321. The bank statements were signed by the chairman in evidence.

(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. Cllr Frances queried the skate park signage mentioned in the endorsement. It was agreed that as the ROSPA report is due shortly, that we ask them for signage advice when the report is received.

(d) The clerk presented the annual accounts for the year ended 31<sup>st</sup> March 2022. These accounts showed total income of £ 30,864.09; total payments of £ 16,998.90; bank balances of £ 36,142.46 of which £ 23,261.46 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 before the details are submitted to the external auditor. The clerk was asked to seek the internal auditor's comments regarding the value of the fixed assets policy.

(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.

## 7. HAROLD FAIRS RECREATION GROUND

Cllr Frost said that draft proposals regarding the play area extension have been submitted to the school and their feedback has been received. It will be added to the proposals to 3 companies then a public consultation will be offered. Cllr Bartleet asked if we could incorporate the new jubilee tree in the design of the area.

Cllr Fairs said that a jubilee oak has been offered by CBC. After discussion the clerk was asked to accept the offer for the tree which will be planted on HFRG in November.

Members agreed that Marks Tey Football Club can use the HFRG on Tuesday evenings. Satisfactory insurance details have been provided.

## 8. HANDYMAN

The restructuring of the handyman contract was discussed. Members agreed that a termination clause should be inserted as well as reference to tax and national insurance being the responsibility of the handyman. Cllr Fairs said that he will circulate a specimen contract for information, and members will consider this further.

Members agreed that the bank in The Street is not to be cut until the end of May before the Jubilee Weekend, and the clerk was asked to inform the handyman and put a note in Round and About Great Tey.

## 9. VILLAGE HALL

Cllr Frances said that the hall rental charges are being reviewed taking into account the cost per hour. New hiring agreements are being considered. Members agreed the details of the new metal fence for the play school area subject to the installation being upside down, and play school being responsible for the total cost of the fence and installation.

## 10. ALLOTMENTS

Members confirmed that cars can be driven over the OPF to take equipment, compost etc to the allotments subject to good ground conditions and prior notification.

**11. ANY OTHER MATTERS**

Cllr Hamer asked if members would wish to reinstate the Best Kept Garden Competition. Cllr Fairs said that he would make enquiries.

Cllr Hill asked if CBC should be cutting the grass verges outside the houses in Moor Road. Members asked the clerk to write to CBC accordingly.

Cllr Fairs said that members should consider what action is required regarding the recent announcement by National Grid of a new overhead power line using 50 metre high pylons. It was agreed that the clerk obtains a large number of newsletters from National Grid, and that the consultation period for the scheme is advertised in Round and About Great Tey, Facebook and the notice board. This will be an agenda item at next month's meeting.

There being no further business the parish council meeting was closed at 10.14 pm.

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