

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 17th January 2023 at 7.30pm
Present: Cllr Bartleet, Cllr Fairs (Chair), Cllr Frances, Cllr Frost, Cllr Hamer, Cllr Hill, Cllr Warnes.
Clerk Mr D Williams and 2 members of the public attended.

1. APOLOGIES FOR ABSENCE – None. Essex County Councillor (ECC) Barber and Colchester City Councillor (CCC) Sunnucks advised that they could not attend.

2. DECLARATIONS OF INTEREST - None.

3. CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING

The minutes of the last parish council meeting of 8th November 2022 were agreed as a true record, and were signed by the chairman.

The meeting was suspended.

PUBLIC QUESTIONS AND STATEMENTS -

(i). Now that the planning application has been approved regarding a plaque to be fitted to the wall of Cob Cottage to mark the Hooping Plate, can I ask that as householders we are advised of the date when these works are to take place.

The meeting was resumed.

4. NEIGHBOURHOOD PLAN

Cllr Hamer said that the draft plan has recently been circulated. CCC has responded with comments and as the committee have agreed with the comments the draft plan has been sent to the consultant for him to produce a final draft. This final draft is expected within a week together with draft wording for a public consultation which is to be for 6 weeks. It will then be circulated and if approved before 13th February then the consultation can go ahead.

5. PLANNING MATTERS

(a) Applications received

222926 Telecommunications Station, Chappel Road - prior notification of proposed development for smart metering on 12m streetworks pole – No response required. Cllr Frances wondered if this would interfere with the poor mobile phone coverage.

(b) Applications approved by Colchester City Council

221994 Cob Cottage, The Street – plaque to front brick wall stating Hooping Plate approved subject to 2 conditions.

222528 Newbridge Barn, Flories Road – replace external security lights -approved subject to 3 conditions.

(c) Members approved the detailed response to East Anglia Green objecting to the proposals regarding pylons.

6. FINANCIAL MATTERS (a) Cheques for payment

Chq.No.	Payee	Amount (£)/ of which VAT: -	
102003	Essex Assoc of Local Councils – councillor training Cllr Frances	£ 216.00	£ 36.00
102004	PKF Littlejohn LLP – external auditor fee	£ 240.00	£ 40.00
102005	Anglian Water Business (National) Ltd – allotments water	£ 124.67	
102006	D Williams-clerk sal Dec £508.50 less PAYE £ 203.20	£ 305.30	
102007	HM Revenue & Customs - PAYE for clerk Dec	£ 203.20	
102008	Navigus Planning Ltd – consultant fee	£2,980.80	£496.80
102009	Round and About Great Tey – donation	£ 250.00	
102010	I Dyer – maintenance contractor	£ 918.00	£153.00
102011	I Dyer – grass cutting HFRG & OPF	£ 195.60	£ 32.60
102012	D Williams-clerk sal Jan £543.16 & arrears £311.94 less PAYE £342.	£ 513.10	
102013	HM Revenue & Customs – PAYE for clerk Jan	£ 342.00	
102014	RJ Groves – hall fire door work - grant funded	£ 870.00	
102015	Bedot Media Group – web site & domain hosting	£ 146.20	£ 24.37
102016	Great Tey Village Hall Committee – hall hire	£ 57.00	
102017	Great & Little Tey PCC – donation for churchyard grass cuts	£1,025.00	

(b) The resultant balances after all items are paid and received is Community Account Cr £3,075.82 and the Business Premium Account balance is Cr £30,026. The funds allocated for Neighbourhood Plan are £6,161. The bank statements were signed by the chairman in evidence. Members agreed that it was not necessary to transfer funds from the Business Premium Account to the Community Account.

(c) Members noted that the external auditor's report regarding the annual accounts to 31st March 2022 stated that no matters have come to their attention giving cause for concern.

(d) Following publication of the National Association of Local Council's pay award for April 2022, members agreed that the salary for the clerk is increased to £6,518 per annum with effect from 1 April 2022 and back pay to that date £311.94 agreed. This is in line with the salary scale of LC2 23.

(e) Members agreed a quotation of £140 for a plaque denoting the hooping plate on the wall outside Cob Cottage. The contractor is to be asked to liaise with the householders before hand. **ACTION: Clerk to contact the contractor accordingly.**

(f) The maintenance contractor has submitted grass cutting prices for 2023 which have been agreed. **ACTION: the clerk is to confirm agreement.**

(g) The budget for the year to 31 March 2024 was considered. Expenditure was reviewed and a total of £23,290 was agreed. It was noted that there are reserves in that figure. Income of £21,167 including precept and grant was agreed. CCC has decided to maintain their total grant at £972. Last year's precept was £19,427, and it was agreed to increase this to £19,784 to reflect £500 to be put to reserves for the village hall roof fund. As the tax base has increased, Band D council tax has remained at £50.51. Cllr Frances said that the legality of the donation for the churchyard grass cuts should be clarified with Essex Association of Local Councils. Members agreed to review the allotment rentals nearer the time. **ACTION: Clerk to advise CCC.**

7 CODE OF CONDUCT

Members agreed to adopt the code of conduct proposed by CCC dated December 2020.

8. HAROLD FAIRS RECREATION GROUND

(a).Cllr Frost said that the contractors will start the extension of the play area on 23rd January and he will attend. The work will last 3 weeks. He will clarify with the contractors' contract regarding the insurance liability for the new equipment prior to our payment. There is no need to advise the parish council's insurers at this stage. Cllr Frost said that he is waiting for a quotation for benches expecting approximately £3,000.

1 member of public left the meeting.

(b). Cllr Fairs said that the precise location for the Jubilee tree has to be identified, and the logistics of the tree planting should be arranged. Cllr Hamer offered to ask Mr Perfect Brown to assist with the tree planting and to meet with Cllrs Fairs and Bartleet to decide the location and the logistics and to do it at the end of February after the play area works were completed.

(c).Members considered a letter from the secretary of Marks Tey Football Club in which the use of the recreation ground was requested for adults for training for one hour a week and also for an Under 9's team also for training for one hour a week on the same evening. Members considered that the recreation ground is not big enough for the football club, the existing play area and the extended play area and families using the recreation ground, as the play area must take preference.

The meeting was suspended.

An open discussion followed with a representative from the Football Club. He said that the training is requested from March to October on Tuesdays for adults and children, together with matches for children on Sunday mornings and taster sessions on Saturday mornings. He also said that storage for equipment in a container and toilet facilities with a Portaloo would be required for the adults' training.

The meeting restarted.

Members expressed concern with the increased use by the football club at a time when the play area is being extended, and they were also concerned with a storage container and toilet facilities. It is not clear what is being requested. The chairman asked members whether they supported training facilities for children and 2 were in favour with 1 abstaining. He summarised by saying that a huge expenditure was being made on the extended play area and the council are concerned with the upheaval. As a Portaloo and storage will be required for adults we cannot accommodate adults' training for this season. We need clarification of what is required for the Under 9's to consider further and any possible arrangements made will have to be subject to a strict agreement which will not be subject to any change. **ACTION: Clerk to reply to the letter accordingly.**

1 member of public left the meeting.

9. MAINTENANCE CONTRACTOR

(a).Members agreed to review the maintenance contractor's contract at the next meeting.

(b).Members agreed to the maintenance contractors' quotation to repair 6 posts and 4 rails and remove debris for £220 subject to completion of the job by the end of February. **ACTION : Clerk to advise maintenance contractor accordingly.**

It was agreed to seek an alternative quote for the re-roofing of the youth shelter in view of the amount involved.

10. VILLAGE HALL

Members agreed to consider the warm spaces scheme at the next meeting.

11. HIGHWAYS

Cllr Hill said that the top of the signpost at the junction of The Street and Coggeshall Road is missing. **Action: Clerk to report this to ECC Highways for repair.**

12. OTHER BUSINESS FOR DISCUSSION

Cllr Warnes said that the replanting on the land between Parsonage Court and The Vicarage should be done in March and asked the clerk to contact the developers. Members agreed. **ACTION: Clerk to contact the developers.**

Cllr Hamer said that the annual litter pick should be an agenda item in February. **ACTION: Clerk to include this in the February agenda.**

Cllr Fairs and Cllr Frances said that they will contact the householder regarding the overgrown shrub on The Street and arrange to meet.

Cllr Hill offered to weed the Pump Area in The Street as she has been given the key, and members agreed.

There being no further business the parish council meeting was closed at 10.01pm.

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