

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 14th November 2023 at 7.30pm. Present: Cllr Fairs (Chair), Cllr Hubbard, Cllr Warnes, Cllr Frances, Cllr Frost, Cllr Hill. Clerk Adele Warnes, Cllr Sunnucks and 6 members of the public attended.

- 1. APOLOGIES FOR ABSENCE:** Cllr Barber, Cllr Bartleet. Apologies accepted and noted
- 2. DECLARATION OF INTERESTS:** None
- 3. CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING:** The minutes of the last parish council meeting of 10th October were agreed as a true record and were signed by the Chairman in evidence.
- 4. ACTION POINTS FROM PREVIOUS MINUTES IF NOT DEALT WITH ELSEWHERE:** It was noted that outstanding action points were included as part of the agenda items.

PUBLIC QUESTIONS AND STATEMENTS:

- Has the Parish Council received information regarding information on a call for sites and draft SLAA (strategic land availability assessment) from the Policy planning team. The chair confirmed they had.
- Aldham and Marks Tey Parish Council are looking to establish a Roman River Wildlife Project The view is that the project should be included in the Great Tey Neighbourhood Plan.
- I am aware that there are cross parish discussions about the traffic situation through the villages. Can consideration be given to possible signage at the start and end of Moor Road advising that the road is unsuitable for Heavy goods vehicles.
- Would the Parish Council consider supporting an application for a variation to conditions 5 and 7 of the approved planning application – 222725 relating to the Chequers. These conditions prohibit music/amplified sound being played in the beer garden and the existing rear Car Park designated for parking use only. Imposing the conditions would mean the end of the Christmas Carol service, Morris Men, the Pétanque club (which has been running for 40 years) and live music events (of which there has only been 1 this year) which supported the swimming pool fund. Other charities have also been supported. The number of events currently held averages 8 per annum.

A member of the public joined the meeting at 19.45pm

- An objection was raised with respect to a planning appeal against application 222358 (see item 7 ii). 23 objections had been made, the site was overdeveloped, close to a footpath and had highway concerns. The member of public asked the Parish Council to also consider raising an objection.
- What would happen if there was an emergency at the allotments or on the old playing field. How would an ambulance gain access?
- I support the objection to the Forrester's Farm planning appeal. I endorse the comments made by a member of public. Lamberts Lane is not suitable for additional traffic; it is used by walkers who must stand on the banks to allow traffic to pass. I am also concerned that the site could be subject to further development for potential commercial use.
- Ambulances and Fire engines cannot proceed down The Chase if there was an accident/incident on the Old Playing field due to obstructed access.

5. WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):

Cllr Sunnucks advised that the deadline for a call to sites is 5th January 24 and that comments on the draft SLAA (strategic land availability assessment) need to be submitted by Friday 17th November 23. He urged councillors to comment on this draft assessment and invited them to submit their comments to him for a coordinated response. Cllr Sunnucks asked for an update on the village sign and funding arrangements. Cllr Fairs advised that the sign had been taken away for refurbishment. He reminded Cllr Sunnucks that a contribution of £600 had been offered from the locality fund and Cllr Barber had pledged a further £300. Cllr Sunnucks advised that further funding may be available if required.

6. NEIGHBOURHOOD PLAN:

Cllr Warnes proposed that the latest version of the draft neighbourhood plan be approved. There was a discussion about support from the Parish Council to include the proposed Roman River wildlife project into the neighbourhood plan. After much discussion it was agreed it should be reviewed at the next Neighbourhood Plan meeting for possible inclusion in the next draft plan. All councillors voted on the current draft plan and it was approved. Cllr Fairs thanked the neighbourhood plan committee for their hard work in putting the plan together.

Cllr Frances asked for consideration for the Roman River wildlife project to be explored at a meeting later.

A member of the public left the meeting at 19.55pm and returned at 19.58pm

7. PLANNING MATTERS:

- a) No new applications received
- b) Applications approved. There was one approval received by the Parish council after publication of the agenda. It was agreed to include this on the agenda for the December meeting.
- c) Application refused: 232054 Hazlemere, Chappel Road. Noted
- d) Any other planning matters were discussed
 - i) Appeal against planning enforcement notice (098509/APP/A1530/C/23?3327805 – Cherry Gardens, Earls Colne Road, Great Tey. The Parish council did not comment.
 - ii) Application 222358. Appeal against refusal of planning permission – Forrester's Farm, Lamberts Lane, Great Tey. Cllr Fairs summarised the original Parish council comments and it was agreed by all that the Parish council stance had not changed. Lamberts Lane is inadequate for the development proposed and does not enhance the rural scene. Cllr Warnes advised that it is also contrary to the policies DM6 and OV2 of the Colchester local plan. The clerk was asked to draft a statement of objection for review by the Parish Councillors. **A/P 231101 – Clerk to draft a statement for review.** Agreed statement following review reads:

"The Parish council want it noted that they continue to lend their weight in support of the neighbours' views and the significant number of local parishioners' objections that have been raised. Furthermore, the proposed development does not respect the character and appearance of the landscape of Lamberts Lane. Lamberts Lane is also considered inadequate to cater for the additional traffic this development would bring, being a quiet country road, with inadequate passing places and frequented by walkers making use of the associated footpath network. Finally, the proposed development is in the countryside and is outside of the defined settlement boundary of Great Tey".

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iii) To consider the application for Great Tey to be a designated rural area. Cllr Frost asked if the application related mainly to affordable housing. He was advised that there was a briefing meeting scheduled for 15/11 where questions could be raised. However, the documentation implied that it did relate to affordable housing. Councillors were asked to vote on whether they supported the application. All voted in favour. Note: Cllr Bartleet sent a response by email supporting the application.

An additional item was discussed regarding the application for a variation to conditions 5 and 7 of planning application 222725. This was a late submission after publication of the agenda for consideration at agenda item 17. However, the chair advised that item 7 of the agenda was the most appropriate place to discuss this application as it related to a planning matter. After much discussion all councillors agreed that The Chequers was an important asset to the neighbourhood plan and the application should be supported on the proviso that the number of events is limited to those contained within the supporting documentation and other key village events that may happen from time to time. Parish councillors were asked to vote and all voted in support. The clerk was asked to produce a draft summary for review by the councillors. **A/P 231102 – Clerk to draft a summary for review.** Agreed statement following review reads: "Great Tey Parish council would like it noted that they are supportive of the application for a variation to conditions 5 and 7 of approved planning application 222725. The Parish council have reviewed the submission made by Tetra Tech on behalf of Admiral Taverns and support the application on the proviso that it is limited to the events contained within the submission and any other key village events that may occur from time to time. It should be noted that the PH is seen as an important asset to the neighbourhood plan".

2 members of the public and Cllr Sunnucks left the meeting at 20.20pm

8. FINANCIAL MATTERS:

- a) The list of payments and cheques to be signed for November was presented. The RFO advised that payments relating to the Village Hall Trustees bank account could not yet be authorised as the work had not been completed by the time of the meeting. It was agreed to approve in principle subject to inspection on completion. Cllr Warnes agreed to inspect the work on 15th November. **A/P 231103 – Cllr Warnes to inspect the work and give authority for the payments to be made.** All other payments were approved and signed by Cllr Warnes and Frances.
- b) The RFO presented the reports for October prior to the meeting, together with an updated Bank reconciliation following receipt of bank statements. The resultant balance, after all items have been paid is Community Account CR £31,583.31 and the Business Premium account balance is CR £69.66. The October statements and bank reconciliation statement were signed off by the Chair in evidence.
- c) Any other financial matters
 - i) The RFO had presented proposals for the planned migration to online banking in 3 stages. Stage 1 to allow real time view access to bank statements was already in progress. Stage 2 for existing signatories to apply for online banking authorisation was proposed by the Chair and councillors were asked to vote. All voted in favour. The existing signatories were asked to contact the bank to arrange. **A/P 231104 – Existing signatories to contact Barclays to request online access for authorisation of payments.** Stage 3 would follow to update the bank mandate and allow for additional signatories once stage 1 was completed.
 - ii) The RFO presented outline proposals for the 24/25 budget and precept asking councillors to consider budget requirements before the December meeting. Councillors voted and gave approval for discussions to be held at the December meeting.

9. VILLAGE WEEKEND 2024

The Great Tey Village community group asked the Parish Council to consider allowing access to the HFRG and OPF for the village weekend taking place in June 2024. They also asked for grass cutting at both sites to take place prior to the weekend. Cllr Warnes asked if the community group would be asking for a contribution from the Parish council towards the weekend events. Cllr Hill agreed to ask the community group about this.

A/P 231104 – Cllr Hill to ask community group and report back. The councillors were asked to vote on access being given – all voted in favour.

10. HFRG

It was noted that the new jubilee dual purpose bin was now in situ although not in the place originally agreed. However, the siting of the bin had led to a reduction in the amount of litter left at the new Play area. It was agreed by all that the bin would remain in the current location. The broken bin outside of the school entrance had also been repaired. It was recognised that the hedge adjacent to the footpath needed to be cut back but it was now too wet and could not be done during school term time. Cllr Fairs advised that the contractor did have this on their list of work for completion during school holidays and subject to weather conditions.

11. MAINTENANCE CONTRACTOR:

The maintenance contractor asked for consideration for both the HFRG and OPF playing fields to be "topped." Parish councillors voted against this as the ground is too wet. The clerk was asked to notify the maintenance contractor to prioritise the work needed on the village hall bench before commencing the refurbishment of the OPF bench. **A/P 231105 – Clerk to follow through with maintenance contractor.** The maintenance contractor advised that gravel boards in the play area needed replacing and work was underway to repair the cracks in the skate board area but the weather was impeding progress. There were no invoices submitted this month.

A member of the public left the meeting at 20.50pm

12. VILLAGE HALL:

There was a discussion on potential improvements needed to the fabric of the Village Hall and what budget was available to implement. The RFO advised that there was some contingency held in the Parish Council funds. The RFO agreed to send out details of the bank account of the trustees of the Village Hall and the investments held. **A/P 231106 – RFO to send out details of the Trustees bank account and investments held** It was agreed that the item on the agenda to discuss the VH salaries would be moved to a closed session at the end of the meeting. All voted in favour of this.

13. TREE INITIATIVE:

All voted in favour of the Parish council not participating in the tree initiative.

14. HIGHWAYS:

- a) An update was given by Cllr Fairs and it was agreed that the latest email from Cllr Barber regarding the output from the meetings should be circulated to all councillors. **A/P 231107 – Clerk to forward email to all councillors**

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b) No progress had been made on seeking approval from ECC highways for the jubilee Oak to be pollarded. Cllr Fairs instructed the clerk to ask for clarification from the Tree surgeons on what was meant by "late winter." Once know to seek support from Cllr Barber in securing approval from ECC highways. **A/P 231108 – Clerk to follow through with Fordham's and report back.**

c) The overhanging tree on Brook Road had been reported to Essex Highways. In the meantime, Golden Lane Housing were looking to identify the owner of the land (as they only lease). Ongoing.

d) The clerk was asked to write to the homeowners in the Street to ask them to cut back the hedges encroaching onto the public footway and obscuring the speed limit sign. **A/P 231109 – Clerk to write to the homeowners concerned.**

15. OLD PLAYING FIELD

Cllr Hubbard advised that the path near the allotments needed to be tidied and that there was a fallen branch near the dog waste bin that needed to be removed. It was agreed that this would be passed to the maintenance contractor. **A/P 231110 – Clerk to write to the maintenance contractor**

16. ALLOTMENTS

The quarterly inspection of the allotment plots is due. Cllr Fairs asked for a copy of the plan so that an inspection could take place. **A/P 231111 – Clerk to provide a copy of the allotment plan.** The clerk advised that all plots were currently taken but could not confirm that all annual rents had been paid until the November bank statements had been reviewed. However, the clerk was monitoring the situation. A discussion took place about access to the allotments in case of emergency. The clerk was asked to write to the homeowner regarding this.

A/P 231112 – Clerk to write to homeowner.

17. CORRESPONDENCE NOT DEALT WITH ELSEWHERE:

Nothing to report.

18. OTHER BUSINESS FOR DISCUSSION:

Nothing to report.

Remaining members of the public left the meeting and a closed meeting took place to discuss personnel issues.

19. CLOSED MEETING:

Cllr Warnes presented a proposal regarding salary increases that was agreed upon by all councillors present.

An update was given on a previous personnel issue.

Following this and there being no further business to discuss the Parish Council meeting closed at 9.35pm