

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 13<sup>th</sup> February at 7.30pm.  
Present: Cllr Fairs (Chair), Cllr Hubbard, Cllr Warnes, Cllr Frances, Cllr Frost, Cllr Hill, Cllr Bartleet and Clerk Adele Warnes. 2 members of the public attended.

1. **APOLOGIES FOR ABSENCE:** Cllr Barber. Cllr Sunnucks. Apologies accepted and noted
2. **DECLARATION OF INTERESTS:** Cllr Bartleet and Cllr Fairs – Planning application 240155
3. **CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING:** The minutes of the last parish council meeting of 9<sup>th</sup> January 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:**  
231204 – Overhanging tree Brook Road. Landlord had now responded with named contacts. Complaint resubmitted to ECC regarding the status of the highways issue. Clerk will monitor for response. Action ongoing  
231205 – Jubilee Oak. ECC have still not responded to Parish council with permission to pollard tree. **A/P 240201. Clerk instructed to seek support from Cllr Sunnucks and Cllr Barber.**

*The meeting was suspended*

## 5. PUBLIC QUESTIONS AND STATEMENTS:

- What is happening with the heritage plaque for the hooping plate outside of Cob Cottage. The plaque has been made but not sited despite arrangements being made with the contractor. Cllr Fairs advised that he would try and obtain the plaque and arrange for it to be sited at the agreed location. **A/P 240202 Cllr Fairs to contact contractor**
- The Jubilee Oak on the junction of Moor Road will need attention by March or it will die. It was noted that there are no trees on public land with a TPO and that ECC should only be involved if the road needs to be closed for the works to be carried out. Given the urgency of the situation the clerk was instructed to write to Cllr Sunnucks and Barber to seek their support. See A/P 240201.
- Was there a need to cut the hedgerows on the Coggeshall Road today given the inclement weather. The hedge cutting machines had left significant ruts in the verges. Cllr Bartleet advised that it was unfortunate but the work had to be completed before the end of February.
- Can the Parish council confirm that they have budget for a replacement post for the village sign. The Parish council confirmed that this was the case.
- Will the Parish council be able to allocate any funds to the Village weekend and, if so, when will it be available. £500 has been allocated in the 23/24 budget for immediate use and a further £500 has been set aside in the 24/25 budget.
- It was mentioned at a previous meeting that “green spaces” should be protected. Given the work looks likely to commence on the New Barn Road development, are there any plans in place on how to protect the green triangles which are likely to be affected by the large plant vehicles that will be using the roads to site. It was agreed to add this to the March agenda for discussion.

*The meeting was resumed*

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

- None present

7. **NEIGHBOURHOOD PLAN:** Colchester City council have acknowledged receipt of the plans which are now in the consultation phase. It has been suggested that “flyers” be produced to publicise the consultation period and budget is available for this purpose.

## 8. PLANNING MATTERS:

### a) Applications received

**Cllr Bartleet and Cllr Fairs left the meeting at 19.50pm. Cllr Warnes took the chair.**

- 240155 – Proposed building extension for use of storage of grain and agricultural machinery. Abrahams Farm, Flories Road. CO6 1AU. All agreed that no comment needed.

**Cllr Bartleet and Cllr Fairs were called back into the meeting at 19.54pm. Cllr Fairs resumed the chair.**

- 240197 – Replacement of garage to form home gym and home office – Bakseters, Earls Colne Rd. CO6 1AL. – No objection subject to neighbours’ views. Cllr Fairs pointed out that the application contained incorrect documentation which suggested that the application had been approved. The clerk was asked to notify CCC Planning of the incorrect documentation. **A/P 240203 – Clerk to inform planning**
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## b) Applications decided

232796 – 50kw solar array Teybrook Farm, CO6 1JE. Approved subject to 4 conditions.

232862 - Hip to Gable roof, rear gable roof all over existing with two pitch. Hazlemere, Chappel Road. CO6 1JL. Approved subject to 4 conditions.

## c) Applications refused

- 222358 – Appeal against planning decision (refusal) at Forresters, Lamberts Lane. Appeal dismissed.

## 9. FINANCIAL MATTERS:

- a) The list of payments to be authorised for February was presented. These were approved and signed by Cllr Bartleet and Frances. Total payments for approval = £4732.56 of which £696.20 is VAT. Total comprised of: -
- Clerks' salary - £444.36
  - HMRC - £11.00 (PAYE)
  - Navigus Planning for neighbourhood plan - £2271.60 of which £378.60 is VAT
  - Bakers of Danbury for village sign - £1,740.00 of which £290.00 is VAT
  - Guildhall Services invoice id 4049 - £57.60 of which £9.60 is VAT. OPF power failure
  - Guildhall Services invoice id 4050 - £108.00 of which £18.00 is VAT
- b) The resultant balance, after all items have been paid is Community Account CR £24,524.29 and the Business Premium account balance is CR £1069.90 (this includes a grant of £1000.00 received from CCC locality fund). The bank reconciliation statement was signed off by the Chair in evidence.
- c) There had been interest shown from a contractor for the grass cutting contract for 24/25. All agreed that a tender document should be produced and put out for contract. The clerk was instructed to approach local parish councils for details of their grass cutting contracts. **A/P 240204 Clerk to write to 2 parish councils**
- d) Potential project for Rural England prosperity scheme. Applications close 8<sup>th</sup> April. Cllr Frost to review and consider the provision of adult exercise equipment as potential project for funding. **Existing A/P 230905 refers**
- e) Replacement PC for Parish clerk. The quotes were considered and it was agreed to authorise £349.00 for the replacement pc.
- f) The clerk advised that the VAT submission had been prepared and currently £11,650.58 would be claimed for 23/24 financial year.

## 10. HFRG

- Two quotes had been received for the hedge cutting adjacent to the footpath from Lower Langley. After discussion it was agreed to offer the job against the best quotation received. The clerk was instructed to write to both parties with the outcome. **A/P 240205 and 240206 - Clerk to write to the contractors who had submitted quotes**
- Only 1 quotation had been received for the repair of the fencing adjacent to the open field and access to public footpath. All agreed in favour of making the area safe rather than replace the fencing and the clerk was duly instructed to thank the contractor for submitting the quote but the work was no longer required. **A/P 240206 refers**. The clerk was also advised to ask the handyman for an assessment to make the area safe. **A/P 240207 refers**
- A request had been received from a parishioner for the new dual purpose waste bin to be relocated away from their boundary fence on the access to the HFRG. The clerk advised that the bin was predominantly being used for dog waste and was not emptied on a regular basis. All agreed that a request should be made to CCC to relocate the bin in the main area of the HFRG and the Clerk was asked to write to them to arrange. **A/P 240208**

## 11. MAINTENANCE CONTRACTOR:

- Councillors agreed to review the maintenance contract and submit comments to the Parish clerk for any amendments needed. **A/P 240209 – All to review**

## 12. VILLAGE HALL:

- Cllr Frances and Warnes were in the process of applying for an energy assessment and capital grant although the application process was quite complex. All agreed for this to be proceed and Cllr Warnes advised that he would send the link to the initiative for information. **A/P 240210 - Cllr Warnes to send link**

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- Decision needed on the VH buildings renewal. The quotation was reviewed and approved by all. Going forward to consider VH finances under a separate subcommittee. All agreed that this may be a sensible approach and the clerk was duly asked to investigate this. **A/P 240211 Clerk to review previous handling of VH finances**

## 13. HIGHWAYS:

- Cllr Fairs updated the Parish council on the meeting attended regarding ongoing roadworks (A12). Feedback was that the planned roadworks would not change and currently 60% complete. Highways state that they are trying to get the current works completed before starting work on the 3-lane carriageway. They are aware of concerns regarding the damage to the alternative routes and will ensure that there is better contingency in place going forward.
- All agreed for the need for the annual litter pick. Councillors to let the clerk know of their preferred dates in March. Once date agreed the clerk would publicise in the March edition of R&A. Cllr Fairs would also arrange for a traffic escort to be in place on Brook Road.
- The clerk had obtained a rough estimate of between £8k and £10k for the restoration of the heritage signpost at the junction of the Street and Coggeshall road which is significantly damaged with a finial and arm missing. Based on photographs obtained the clerk was asked to contact the specialist restoration company to obtain a more detailed estimate - **A/P 240212 Clerk to write to Dorothea restorations**. The Parish council also asked the clerk to submit an appeal in the March edition of the R&A for any information about the missing pieces. – **A/P 240213**. Cllr Frances advises that funding may be available from the Lottery Heritage fund. Cllr Fairs agreed to investigate this. **A/P 240214**

***A member of the public left the meeting at 21.10pm***

14. **OLD PLAYING FIELD** – Cllr Fairs and Cllr Warnes had met with UKPN regarding the wayleaves for the substation on the OPF as there had been no payment since 2018. UKPN advise that they will write to the clerk within the next few weeks with their proposals for the wayleave agreement.
15. **ALLOTMENTS** – Currently there are 4 people on the waiting list for an allotment including a request for a children’s allotment. The clerk was asked to write to this applicant requesting further detail so that it could be discussed in more detail at the March meeting. **A/P 240215 – Clerk to write to the applicant**

## 16. INFORMATION SHARING/ITEMS FOR FUTURE AGENDA

- Green spaces – For inclusion on the March agenda
- Email received asking if the Parish council would consider contacting CCC requesting that the attended freighter service is reinstated. All agreed to this and the clerk was instructed to write to CCC. **A/P 240216 refers**
- Letter from parishioner regarding the poor condition of the trees and shrubs on the land at Parsonage Court next to the public footpath. Clerk to contact the developer requesting that they tidy it up. **A/P 240217 refers**
- The clerk updated on the CCC local plan review. 200 sites across Colchester had been put forward in the call to sites Key dates being 14<sup>th</sup> Feb for the interactive map and call to site
- A portrait of King Charles had been ordered to place in the Village Hall.
- The new combination lock had been put on the gate of the HFRG.
- Damage to parishioner property. It is proposed to visit the parishioner concerned to discuss.

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

## 18. CLOSED MEETING:

- A painting of the Village Hall awarded to a previous councillor was available. Could someone please meet him to arrange collection. Cllr Hill agreed to this.
- Village Hall salaries – Further discussion on the increase but all agreed no changes to original agreed amount needed.

Following this and there being no further business to discuss the Parish Council meeting closed at 9.30pm.

Next meeting to be held on Tuesday 12<sup>th</sup> March 2024