

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 10<sup>th</sup> September at 7.30pm. Present: Cllr Hubbard, Cllr Warnes, Cllr Frances, Cllr Fairs (Chair) Cllr Hill, Cllr Frost, Cllr Bartleet and Clerk Adele Warnes. 1 member of the public attended.

1. **APOLOGIES FOR ABSENCE:** Cllr Sunnucks, Cllr Barber. Apologies accepted.
2. **DECLARATION OF INTERESTS:** None
3. **CONFIRMATION OF MINUTES OF THE LAST PARISH COUNCIL MEETING:** The minutes of the last parish council meeting of Tuesday 13<sup>th</sup> August 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:**
  - 240202– Hooping Plate outside Cob Cottage. Cllr Hill will try and engage with contractor.
  - 240408 – UKPN request for lease agreement. Ongoing
  - 240311 – Lottery Heritage fund application – Heritage sign. Ongoing
  - 240713 – Parsonage Court Landscaping agreement. Clerk to obtain progress report from planning enforcement agent.
  - 240713 – Community Policing initiative. Reminder email sent 03/09. Waiting response.

***The meeting was suspended at 7.38pm***

5. **PUBLIC QUESTIONS AND STATEMENTS:**

- Cars are not giving way when exiting the HFRG car park and there have been several near misses between cars exiting the car park and residents nearby. Is it possible for a “Give Way” sign to be installed. ***A/P 240901 Clerk to follow through with ECC Highways.***
- Is it possible that hard copies of the Neighbourhood Plan could be made available to those who do not have online access. ***A/P 240902 – Cllr Warnes to write to Neighbourhood plan lead.***
- Friendship club have now moved their booking to 2.30pm and Pre school have agreed to unlock the gates at 2.10pm to accommodate. Cllr Warnes/Frances advised that they have a meeting with the VH manager and pre school on 1<sup>st</sup> October to resolve access issues.

***The meeting was resumed at 7.43pm.***

6. **WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):** None present.
7. **NEIGHBOURHOOD PLAN:** A call out to all parishioners to vote on the referendum scheduled for 19<sup>th</sup> September for the adoption of the Plan. Loads of information about the vote is available on the Parish council website, social media and published in the Roundabout. A minimum requirement for voting will be needed but this is currently unknown.
8. **PLANNING MATTERS: Applications decided**
  - 241647: Erect 2 bay cart lodge with workshop. Gull Cottage, Broad Green, Coggeshall. CO6 1RU. All agreed no objections subject to neighbours’ views.
  - 241733: Application for variation of condition 2 following grant of planning permission 231153 – Newbarn Road Development. The view is that slight adjustments have been made to the technical specifications. It has been raised with the Neighbourhood Plan committee who do not see anything contentious. All agreed that the Parish council had no comment to make regarding the variation.
9. **FINANCIAL MATTERS:** Total payments for approval = 1124.07 of which £88.00 is VAT.
  - Clerks’ salary - £444.36
  - HMRC - £111.00 (PAYE)
  - JPB Landscapes – Grass cutting OPF and HFRG - £528.00 of which £88.00 is VAT
  - Wordpress for Dummies Book - £24.13
  - Wave water bill allotments - £16.58
  - The Clerk reported that the second instalment of the CCC precept (£10,386.50) and grant (£486.00) had been received and credited to the community account. In addition, the quarterly bank interest

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for the business account had also been received (£123.85). Therefore, the resultant balance, after all items have been paid is Community Account CR £11,296.74 and the Business Premium account balance is CR £32,243.03. This gave a total credit balance of £43,539.77. The bank reconciliation statement was signed off by the Chair in evidence and the clerk was instructed to transfer £11,000.00 from the community account to the business account to attract more interest.

- The Parish council reviewed the request from the PCC for a donation towards grass cutting. After much discussion all agreed to donate £500 with a further review being carried out towards the end of the financial year. ***A/P 240903 Clerk to arrange and advise the PCC that this will be paid in October.***
- 10. NEW BARN ROAD DEVELOPMENT – Street Naming.** After much deliberation the two names proposed for submission to the developers were “Mary Williamson Way” in honour of a much-loved parishioner and councillor and “New Barn Close” as development is off New Barn Road. Cllr Fairs advised that he would speak with Mr. Williamson to agree to this proposal. ***A/P 240904 Cllr Fairs to speak with Mr. Williamson.***
- 11. HAROLD FAIRS RECREATION GROUND.**
- All agreed to the quotations given for the hedge cutting to the hedge adjacent to the footpath and the hedge by gate and car park area. Total £380.00 plus VAT. The clerk was instructed to write to the contractor and request that the work was carried out in the October half term. ***A/P 240905 Clerk to arrange.***
  - Agricultural removal of hedging on south side of recreation ground. Waiting on a price for this work from Liverton contractors. Cllr Warnes advised that all but one of the properties adjacent to this hedge had wooden fencing in situ.
  - It was considered that the quotation received for the tensioning of the zip wire was too expensive and it was known exactly what this quote was for. The Parish council did not think that a maintenance contract had been negotiated with HAGS and Cllr Frost was asked to locate the paperwork relating to the installation of the new play area and speak to HAGS about the cost. ***A/P 240906 Cllr Frost to speak with HAGS***
- 12. OPF:** Nothing to report.
- 13. MAINTENANCE CONTRACTOR:** Outstanding jobs had not been actioned and the clerk was instructed to contact the maintenance contractor to request timescales for completion. ***A/P 240907 Clerk to follow through.***
- 14. ALLOTMENTS:** The clerk reported that the invoices were ready to be sent to allotment holders with a covering letter. All agreed that these invoices could be sent.
- 15. ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA:**
- A request had been received from the Great Tey Bell ringers for consideration to be given for a donation to be made from the locality fund. All agreed that this would be a suitable organization and the clerk was instructed to forward the request to Cllr Barber for consideration. To advise that the request had the full support of the Parish council. ***A/P 240908 Clerk to write to Cllr Barber.***
  - Cllr Bartleet advised that the tree at top of Coggeshall Road, whilst not impeding traffic at the moment, would in the medium term require removal of its lower limbs to prevent this from happening. He requested that we obtain a quote for a tree surgeon to take measures to remove the lower limbs whilst they are small. This would avoid the need for the future removal of bigger limbs causing less trauma to the tree. The clerk was asked to write to both Blakes Tree services and Fordham Tree surgeons for a quotation for this work. ***A/P 240909 Clerk to follow through.***
  - Cllr Warnes asked if the Parish council should consider a direct line of contact with the New Barn Road developers so that they can be kept informed of developments and report issues directly

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affecting the Parishioners. All agreed that this was a good idea and the clerk was instructed to contact Mersea Homes to request. **A/P 240910 Clerk to deal.**

- Cllr Hubbard asked about the footpath on Brook Road as there may have been a misinterpretation of the requirements to reinstate this footpath. Clerk was instructed to raise with Cllr Barber. **A/P 240911 Clerk to follow through.**
  - It was also reported that the hedge as you leave the village is overgrown and impedes the visibility of traffic heading along Chappel Road at the junction of Earls Colne Road. Can we please push Cllr Barber for a response on this. Cllr Frances agreed to take up with Cllr Barber. **A/P 240912 refers**
  - Cllr Fairs announced that, after over 20 years, he would be standing down from the Parish council from January 2025 and that the last meeting he would chair would be in December. All councillors were unanimous in the view that he would be missed and that he had made a great contribution to the Parish council over the years. The clerk would now initiate the process to find a new councillor to join the Parish council effective from January 2025
- 16. PERSONNEL MATTER – EXCLUSION OF PRESS AND PUBLIC:** Following a complaint from a parishioner, a full review of that complaint was carried out and all agreed that it would not be upheld and that the parishioner had 28 days in which to act on the required outcome. The clerk was instructed to write to the parishioner to advise. **A/P 240913 Clerk to write to parishioner.**

There being no further business the parish council meeting was closed at 9.13pm

Next meeting to be held on Tuesday 8<sup>th</sup> October at 19.30pm in the Village Hall.