

**GREAT TEY PARISH COUNCIL MEETING**  
**Meeting to be held on Tuesday April 15th 2025 at 7.30pm in the Village Hall**  
**Chappel Road, Great Tey**

**Councillors:** You are hereby summoned to attend the meeting of the Parish Council for the purpose of transacting the business itemised below. **Members of the Public:** In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council can do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public and press are warmly welcomed to attend.

1.	<b>APOLOGIES FOR ABSENCE:</b>
2.	<b>DECLARATIONS OF INTEREST</b> All Members are to be reminded that they must disclose any interests (pecuniary/nonpecuniary) they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time
3.	<b>APPROVAL OF MINUTES.</b> To confirm minutes of the Parish Council meeting of Tuesday 11 <sup>th</sup> March 2025
4.	<b>ACTION POINTS FROM PREVIOUS MEETING IF NOT COVERED ELSEWHERE</b>
5	<b>PUBLIC FORUM.</b> To receive any representations from the Public. <b>Note: A period of up to 15 minutes (maximum of 5 minutes per person) for members of the public to ask questions or submit comments about items on the agenda.</b>
6	<b>WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT).</b> To receive reports from our ward and county councillors
7	<b>FINANCIAL MATTERS – INFORMATION ONLY</b> <ul style="list-style-type: none"> <li>• Payments for approval – Total value = £1525.37 of which £92.00 is VAT <ul style="list-style-type: none"> <li>○ Clerk Salary – £577.20 of which £115.44 is tax - £461.76</li> <li>○ HMRC - £115.44</li> <li>○ Quarterly rental Village Hall - £57.00</li> <li>○ JPB landscapes. Grass cutting OPF and HFRG - £264.00 of which £44.00 is VAT</li> <li>○ EALC and NALC affiliation fees for 2025 - £339.17</li> <li>○ Training PROW (Cllr Warnes) - £96.00 of which £16.00 is VAT</li> <li>○ Training Councillor refresher (Cllrs' Warnes and Frances)- £192.00 of which £32.00 is VAT</li> </ul> </li> <li>• RFO to present the bank reconciliation statement.</li> <li>• Internal audit – Appointment of auditor – <b>DECISION NEEDED</b></li> <li>• RCCE membership renewal – Optional to join – <b>DECISION NEEDED</b></li> </ul>
8.	<b>CLERKS REPORT –</b> To update the council on general matters - <b>INFORMATION ONLY</b>
9	<b>VILLAGE MAINTENANCE CONTRACT.</b> Review and reach agreement on content of maintenance contract – <b>DECISION NEEDED.</b>
10	<b>OLD PLAYING FIELD</b> <ul style="list-style-type: none"> <li>• Consideration of proposal from UKPN for freehold transfer of substation on OPF for a one-off payment- <b>DECISION NEEDED</b></li> <li>• Request from Village weekend committee to use OPF VE celebrations May 8<sup>th</sup> 25 – <b>DECISION NEEDED</b></li> </ul>
11	<b>ANNUAL PARISH MEETING –</b> Agree content and structure for May meeting – <b>DECISION NEEDED.</b>
12	<b>ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA</b>
12	<b>PERSONNEL MATTERS - EXCLUSION OF PRESS AND PUBLIC</b> To RESOLVE that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

Date and Time of next meeting: Tuesday 13<sup>th</sup> May 2025 at 7.30pm

