

**GREAT TEY PARISH COUNCIL MEETING**  
**Meeting to be held on Tuesday 14<sup>th</sup> October 2025 at 7.30pm in the Village Hall**  
**Chappel Road, Great Tey**

**Councillors:** You are hereby summoned to attend the annual parish council meeting followed by the Parish council meeting 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 9 <sup>th</sup> September 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>PLANNING MATTERS</b> <ul style="list-style-type: none"> <li>• <b>Planning application 252024.</b> To determine if prior approval required for proposed roller shutters to farm yard 3 bay agricultural building for additional grain store and bunded agricultural sprayer filler area. Pattocks Farm, CO6 2EG</li> <li>• <b>Planning decision 251761.</b> Remove existing sand and cement render on north west elevation and south east elevation and replace with lime render with a colour coat to match existing. Trumpingtons Farm, East Gores Road, Great Tey, Colchester, CO6 1RZ. Approved subject to 4 conditions and 1 informative.</li> </ul>
8	<b>CLERKS REPORT</b> <ul style="list-style-type: none"> <li>• Planning update on condition 15 – provision of bus shelter Village Hall.</li> <li>• Issues with bus service (number 82)</li> <li>• Norwich to Tilbury update</li> <li>• Agreement and submission of article on Mersea Homes development. <b>Decision needed</b></li> <li>• Allotment inspection and allocation of vacant plot</li> </ul>
9	<b>FINANCIAL MATTERS</b> <ul style="list-style-type: none"> <li>• Payments for approval – Total value =£1,448.12 of which £130.92 is VAT <ul style="list-style-type: none"> <li>○ Clerk Salary - £484.50</li> <li>○ HMRC - £121.12. Tax on gross salary for clerk</li> <li>○ Village Hall Hire - £57.00</li> <li>○ PKF Littlejohn – External audit costs £252.00 of which £42.00 is VAT</li> <li>○ JPB landscapes – Grass cutting - £528.00 of which £88.00 is VAT</li> <li>○ Printer paper - £5.50 of which £0.92 is VAT</li> </ul> </li> <li>• RFO to present the bank reconciliation statement.</li> <li>• Submission of VH accounts to charities commission.</li> </ul>
10	<b>S106</b>

	<ul style="list-style-type: none"> <li>Review and agree terms of reference for S106 sub-committee. <b>Decision needed</b></li> <li>Release of funds against PA230721 (community contribution) – Consideration for LED lighting for the VH (£1980.70) <b>Decision needed</b></li> <li>Release of funds against PA231342 (community contribution) – Consider potential project list (£1889.16)</li> </ul>
11	<b>HFRG</b> <ul style="list-style-type: none"> <li>Commemorative plaque – Jubilee Oak. Indicative costs £65.00. Agreement needed to proceed. <b>Decision needed</b></li> <li>Hedging works – Consideration of quotes received. <b>Decision needed</b></li> <li>Small playground replacement fencing – Consideration of quotes received. <b>Decision needed</b></li> <li>REPF grant - provision of adult exercise equipment following successful submission <ul style="list-style-type: none"> <li>Agreement to cover the short fall cost of £1218.00 from council finances. <b>Decision needed</b></li> <li>Agree location of adult exercise equipment – Bumper pack. <b>Decision needed</b></li> </ul> </li> </ul>
12	<b>HIGHWAYS:</b> <ul style="list-style-type: none"> <li>Footpath 16 – Next steps</li> <li>Footpath Brook Road – Remedial works needed to reinstate footpath.</li> </ul>
13	<b>VILLAGE NEWS</b> – Withdrawal of Round and about publication
14	<b>VILLAGE HALL:</b> <ul style="list-style-type: none"> <li>Boiler replacement – Formal confirmation of acceptance of quotation by councillors (agreed by email due to urgency)</li> <li>Village Hall Hire cost increase – Formal confirmation of acceptance of increase by councillors (agreed by email).</li> <li>Vacancy for Village Hall manager – Update (agenda item 16 to agree JD and salary range) <b>Decision needed</b></li> </ul>
15	<b>ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA:</b> November meeting
16	<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 TBA