

# GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Great Tey on Tuesday 14<sup>th</sup> October at 7.30pm. Present: Cllr Frances, Cllr Bartleet, Cllr Marriott, Cllr Warnes, Cllr Hill, Cllr Frost Cllr Hubbard, and Clerk Adele Warnes. No members of the public were present.

1. **APOLOGIES FOR ABSENCE:** Cllr Sunnucks and 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 9<sup>th</sup> September 2025 were agreed as a true record and were signed by Cllr Bartleet.
4. **ACTION POINTS FROM PREVIOUS MINUTES IF NOT DEALT WITH ELSEWHERE:** None

*The meeting was suspended at 19.35pm*

5. **PUBLIC QUESTIONS AND STATEMENTS:** There were no members of the public in attendance but questions/statements had been received by email. These were read out by the Clerk as follows
  - I suggested a couple of meetings back that the old bus shelter could have a proper notice board rather than people stapling notices to the wood
  - I see the notice for the hooping plate has been done. I think a discussion was had at the beginning about having a QR code included so that anyone could click using a mobile phone see further information. Was it thrown out
  - Item 12 on agenda (Highways) Please confirm that this is Chappel Road. Has it been established that this in fact Highways responsibility as it seems that it is rather 'rustic' for them? It is not curbed for instance. I am wondering if this was a "home grown" installation
  - Glad that the boiler replacement is making progress. The WI once again had no hot water for our last two meetings. We were under the impression that the immersion heater would be the backup. We were grateful that the wall heater had been mended so we could draw water from that.
  - On a more positive note, some parishioners have commented that the bus service has improved and they are no longer worried about being stranded in Colchester. Let us hope the service will improve further and we might even get a bus that goes as far as Earls Colne so people can get to the doctors
  - There will be a preliminary meeting to discuss the Village weekend 2026 at the Chequers on Tuesday 21<sup>st</sup> October at 8pm.
  - I would be keen to know the progress being made on the proposal that the Parish council meet with Mersea Homes in relation to the field works to the north of the Harold Fairs recreation ground and Mersea Homes underhanded progression in the village. Could you please raise this in the Parish Council on Tuesday if I am unable to attend.

*The meeting was resumed at 19.41pm*

6. **WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT):** None present

7. **PLANNING MATTERS:**

- **Planning application 251761.** To 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. Trumpington's Farm, East Gores Road, CO6 1RZ. Approved subject to 4 conditions and 1 informative.
- **Planning application 252024.** Pattocks Farm, CO6 2EG. Although this is not within the parish of Great Tey, the planning office advised the location was on the boundary between the parishes of Great Tey and Chappel; hence the reason why the application had been sent. CCC advised to return a response of "No comment." All agreed. **A/P 251001 – Clerk to respond to CCC planning**

# GREAT TEY PARISH COUNCIL

## 8. CLERKS REPORT:

- CCC planning advised that discussions concerning the provision of the new bus shelter outside of the Village Hall did not require engagement with the Parish council as it was a condition requested by ECC Highways.
- Residents were still experiencing issues with the early morning running of the 82-bus service. This has been raised with ECC passenger transport and we are waiting on a response.
- Norwich to Tilbury pylon scheme. The parish council had been informed of a notice of acceptance of application for a development consent order by the planning inspectorate. Documents relating to this were available for viewing at Coggeshall, Stanway and Witham libraries between 16/10 and 27/11.
- The proposed article on the meeting with Mersea Homes was discussed and an amended draft agreed. The clerk was instructed to make the amendments, share with Mersea Homes as agreed at the meeting and then issue for the next edition of the R&A. **A/P251002 – Clerk to issue.** To also publish on the GTPC webpage and social media platform.
- The clerk asked if the handyman could be instructed to tidy up the vacant allotment plot so that it could be reallocated. All agreed to this. **A/P251003 refers**

## 9. FINANCIAL MATTERS

The list of payments to be authorised for September was presented. Total payments for approval as per the October agenda was £1,448.12 of which £130.92.00 was VAT. Total comprised of: -

- Clerks' salary - £605.41
- HMRC - £151.20 (PAYE)
- JPB Grass cutting - £528.00 of which £88.00 was VAT
- Village Hall Hire - £57.00
- PKF Littlejohn audit fees - £252.00 of which £42.00 is VAT
- Printer paper - £5.50 of which £0.92 is VAT

The resultant balance, as of 14<sup>th</sup> October (date of meeting), after all items have been paid is Community account is -£1,018.59 and business premium account £44,197.68. This gives a total balance of £44,627.21. The bank reconciliation statement was signed off by the Chair in evidence. A transfer of £1020.00 from the business account to the community account was agreed to facilitate payments.

## 10. S106

- Councillors agreed the content of the S106 draft terms of reference for the sub-committee and the clerk was instructed to issue the document. **A/P251004 refers**
- Release of S106 funds against planning application 230721 (value £1980.70). Councillors agreed to the proposal that the monies were used to purchase energy efficient LED lighting for the Village Hall. Clerk to follow through. **A/P251005 refers**

## 11. HFRG

- Provision of a commemorative plaque for the platinum jubilee oak – All unanimously agreed to an indicative costing of £65.00 and the clerk was instructed to proceed and order the plaque. **A/P251006 refers**
- Hedging works – Quotes has been received to cover several areas of the hedging around the playing field. All voted in favour of the hedges being cut on the boundary of the car park and playing field and the hedge adjacent to the footpath from Lower Langley and agreed to accept the quote from Judd Coe. The clerk was instructed to notify the contractor to go ahead with the work and schedule it for October half term - **A/P251007**. However, it was agreed to defer discussions regarding the south side hedging until the next meeting as a further quote was being sought.

# GREAT TEY PARISH COUNCIL

- Two quotes had been received for the replacement of the fencing around the small play area. These being £8,525.00 plus VAT and £10,921.91 plus VAT. Given that the existing fencing is still functional, it was agreed not to proceed with the replacement fencing at the current time.
- REPF grant funding for the provision of adult exercise equipment. The bid for funding had been successful and GTPC have been awarded £8,682.00. The cost of the gym equipment is £9,900.00 which leaves a short fall of £1218.00. A condition of the grant was that all works needed to be completed by end March 2026. Fresh Air Fitness who can provide the outdoor gym have stated that this is possible and a site meeting is planned to agree a suitable location. It was proposed that this be on the east side close to the skate park with access from Lower Langley. All councillors were in favour of the shortfall of £1218.00 being met from either parish funds or existing S106 monies and the proposed location. Next steps – site meeting, confirm order and progress. Cllr Frances to arrange. **A/P251008 refers**

**12. HIGHWAYS:** Footpath number 16. It has been 4 years since this was raised with ECC and still no action has been taken to reinstate this footpath. Cllr Warnes advised that the Parish council could take legal action (as per the document that had been sent to councillors) and asked if councillors wanted to proceed. Cllr Hill said that 2 officials had been on site a few weeks ago but could not identify if these were council officials. It was agreed that Cllr Warnes will chase for an update from Cllr Barber and report back to the next meeting. **A/P251009 refers**. There had been no further update on the footpath on Brook Road; the clerk will continue to urge for a response.

**13. VILLAGE NEWS:** A possible editor had been identified to take over responsibility for the R&A publication. The Parish council will be kept updated on whether that happens.

**14. VILLAGE HALL:**

- Boiler replacement – quotation £7,763.04 plus VAT from Lindsey group. Accepted by all councillors (agreed via email and formalised at meeting). Work scheduled to take place on Thursday 16<sup>th</sup> and Friday 17<sup>th</sup> October. All agreed that this would be paid from Parish council funds.
- Water heater replacement – quotation £2,561.53 plus VAT from Lindsey group. Accepted by all councillors as necessary work. Work scheduled to take place on Monday 27<sup>th</sup> October. All agreed that this would be funded from the Village Hall trust account.
- Village Hall hire costs increase – After much discussion a majority of councillors agreed to the increase in the hourly rates for village hall hire to be implemented effective from 1<sup>st</sup> November 2025. The clerk was instructed to send to the VHM for publication on the website. **A/P2510010**
- Village Hall manager vacancy – Pay ranges and job descriptions to be discussed under item 16

**15. ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA:** The clerk reported that she would not be available for the next meeting due to be held on Tuesday 11<sup>th</sup> November. In her absence Cllr Marriott agreed to record the notes of the meeting

**16. PERSONNEL MATTERS – EXCLUSION OF PRESS AND PUBLIC** - Closed discussion regarding the content of the VHM job descriptions and adoption of pay structures aligned to the National association of Local councils (NALC) going forward. All in agreement for the revised JD's and the pay structure.

There being no further matters the meeting concluded at 9.31pm

Next meeting to be held on Tuesday 11<sup>th</sup> November at 7.30pm in the Village Hall.