

GREAT HORKESLEY PARISH COUNCIL

Dear Councillors,

You are hereby summonsed to attend a meeting of Great Horkesley Parish Council on **Tuesday 15th July at 8.00pm**, which will be held in Great Horkesley New Village Hall, for the purpose of transacting the business as set out in the Agenda below.

Members of the public and press are welcome to attend. Please contact the Clerk prior to the meeting if you wish to participate in the Public Open Forum.



Teri Duckworth – Parish Clerk & RFO

AGENDA

25/033 Chairman's Welcome

25/034 Apologies and Reasons for Absence

To receive apologies from absent members and approve those considered acceptable.

25/035 Declaration of Interests

To receive any declarations of interest, whether registered or not, in respect of any item of business on this agenda. Where a disclosable pecuniary interest or a prejudicial non-disclosable pecuniary interest has been declared, the member must withdraw from the meeting while the item is discussed and decided.

25/036 Minutes of Previous Meeting

To approve and sign the minutes of the Annual Parish Council Meeting held on 17th June 2025 as a true and accurate record.

25/037 Have Your Say – Public Open Forum

Members of the public wishing to speak, should notify the Clerk prior to the meeting. Unless the Chairman rules otherwise, three minutes will be allowed per person, with an overall maximum of 15 minutes allowed for this item.

25/038 Reports from Members and Officers of Other Authorities

To receive reports and updates from Colchester City and Essex County councillors, if present, and from Parish councillors in respect of their allocated responsibility.

Colchester City Council Rural North members: Cllrs Laws, Rowe and Sunnucks

Essex County Council Constable Division member: Cllr Barber

25/039 Finance

- (a) To note the Statement of Accounts as at 30th June 2025, and a member that is not a bank signatory check and sign that balances reconcile with those on the June bank statements and carry out a quarterly spot check of the bank reconciliation.

- (b) To approve the June payments list in accordance with the 2025/26 Budget.
- (c) To note the draft minutes from the Finance Committee meeting held on Tuesday 8th July and that the 1st Quarter Accounts for the 2025/26 financial year were reviewed and approved by the Finance Committee.
- (d) As recommended by the Finance Committee:
 - i. To agree to amend Financial Regulation 5.6 so that formal tenders are to be sought where contracts are estimated to exceed £30,000 including VAT, to bring this in line with the Council's Standing Orders.
 - ii. To agree to delegate authority to the Clerk, in consultation with the Chair of the Council or Chair of the appropriate Committee, to make purchases of minor items up to a cost of £30 at any time and report any such expenditure at the next meeting of the Council. Minor purchases may include, but are not limited to, items that have been removed from the Village Hall such as dog bowls or kitchen utensils, or new keys or padlocks.
 - iii. To agree to bring Financial Regulations 5.18 and item (m) of the current Scheme of Delegation in line.
 - iv. To determine whether there should be a limit on the amount of expenditure the Clerk has the authority to approve in an emergency situation and, if so, what that limit should be.

25/040 Planning & Highways

- (a) To discuss and agree any representation to be made to the Planning Authority regarding the following Planning Applications:

251164	Holly Lodge Farm, Holly Lane <i>Change of use of barn from office to residential</i>	(expires 29/07/2025)
251163	Holly Lodge Farm, Holly Lane <i>Change of use of barn from office to residential</i>	(expires 29/07/2025)
251356	Greenbanks, Boxted Church Road <i>Application to vary condition of previous planning permission</i>	(expires 24/07/2025)
250969	The Poplars, Green Lane <i>Proposed outdoor swimming pool</i>	(expires 21/07/2025)
251274	Oaklands, Nayland Road <i>Construction of cart lodge to the front of the property</i>	(expires 21/07/2025)
251193	Honeysuckle Cottage, 4 Holly Lane <i>Replacement of dwelling and garage</i>	(expires 16/07/2025)

- (b) To note that decisions have been made on the following Planning Applications:

250989	1 Breewood Cottage, School Lane <i>Erection of front boundary wall</i>	Refuse
250929	Oakham, Chilton Close <i>Erection of one two-bedroom bungalow</i>	Refuse

- (c) To receive reports of any other new urgent Planning or Highways matters.

25/041 Village Hall

- (a) To consider whether to install an Amazon parcel locker at the Village Hall.
- (b) To receive reports of any other urgent matters regarding the Village Hall.

25/042 Public Spaces & Jubilee Green

- (a) To consider the quotes received for a new noticeboard near the Half Butt and agree any action.
- (b) To receive a report that some of the traffic cones purchased by the Parish Council have gone missing after the Village Fayre and agree any necessary action.
- (c) To receive reports of any other urgent matters regarding Public Spaces.

25/043 Staff & Personnel

To note the draft minutes of the Personnel Committee held on 17th June 2025.

25/044 Clerk's Report

To note the Clerk's report to date, including a list of resolutions agreed at earlier Parish Council meetings and any progress to date.

25/045 Village Warden

To note the Village Warden's report to date.

25/046 Date of Next Meeting

To confirm that the next meeting of the Parish Council will be on Tuesday 16th September 2025 at 7.30pm in Great Horkesley New Village Hall.