

## GREAT HORKESTONE PARISH COUNCIL

Dear Councillors,

You are hereby summonsed to attend a meeting of Great Horkestone Parish Council on **Tuesday 20<sup>th</sup> January at 7.30pm**, which will be held in Great Horkestone 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*

Teri Duckworth – Parish Clerk & RFO

## AGENDA

### **25/101 Chairman's Welcome**

### **25/102 Apologies and Reasons for Absence**

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

### **25/103 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.

### **25/104 Minutes of Previous Meeting**

To approve and sign the minutes of the Parish Council Meeting held on 18<sup>th</sup> November 2025 as a true and accurate record.

### **25/105 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.

### **25/106 Exclusion of Press and Public**

**Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 to resolve that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the meeting for item 25/107.**

### **25/107 Personnel**

To discuss and agree a reorganisation of the staffing structure and ensure that any changes to job titles and duties would also be reflected in changes to contracted hours and pay.

## **25/108 Finance**

- (a) To note the Statement of Accounts as at 31<sup>st</sup> December 2025, and a member that is not a bank signatory check and sign that balances reconcile with those on the October bank statements and carry out a spot check of the bank reconciliation.
- (b) To approve the November and December payments lists in accordance with the 2025/26 Budget.
- (c) To note the draft minutes from the Finance Committee meeting held 12<sup>th</sup> January 2026 and that the Third Quarter accounts for the 2025/26 financial year were reviewed and approved.
- (d) To approve the list of Direct Debit payments to be made in the 2026/27 financial year, as recommended by the Finance Committee.
- (e) To agree whether to open an additional bank account for the Parish Council, to be used for staff expenses and mobile phone direct debits.

## **25/109 Budget & Precept**

- (a) To review the Second Draft of the 2026/27 Budget as recommended by the Finance Committee and circulated prior to the meeting by the Clerk.
- (b) To consider whether clearing the footway along the A134 north of Tile House Lane can be afforded in the 2026/27 financial year.
- (c) To approve a Final Budget.
- (d) Based on the Final Budget approved in (b), discuss and agree the precept requirement for the 2026/27 financial year, and any use of reserves to support this.

## **25/110 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*

## **25/111 Planning**

- (a) To note the draft minutes from the Planning & Highways Committee Meeting held on 12<sup>th</sup> January 2026.
- (b) To note that decisions have been made on the following Planning Applications:

**252508**

**The Rectory, Ivy Lodge Road**

**Approve Conditional**

*Application for variation of condition 2*

- (c) To review and agree a Section 106 project list, as requested by Colchester City Council.
- (d) To note that the Clerk, in consultation with Cllr Sudbery, responded to the 'Rule 6' letter from the Examining Authority regarding the pylons proposal on behalf of the Parish Council as a registered interested party, to request that 'siting and/or choice of local routes for construction traffic' be added as a sub-issue to be discussed under 'Transport and Traffic' at the Preliminary Meeting.
- (e) To receive reports of any other new urgent Planning matters.

## **25/112 Highways**

- (a) To receive a report from the Chairman regarding a recent meeting held to discuss the Community Special Constable Scheme.
- (b) To agree whether to pursue advertising for a Special Constable for Great Horkesley parish.
- (c) To receive reports of any urgent matters regarding Highways.

**25/113 Village Hall**

- (a) To agree whether the Village Hall can be hired out for puppy training classes.
- (b) To note that the local First Responder has sourced some new defibrillator pads at no cost and will be replacing the old ones that go out of date in a few weeks on the Village Hall defibrillator at the end of the month.
- (c) To receive reports of any urgent matters regarding the Village Hall.

**25/114 Jubilee Green**

- (a) To receive an update on the Jubilee Green handover.
- (b) To agree to give the Jubilee Green Committee the authority to make any decisions on behalf of the Parish Council regarding the transfer of ownership of the Jubilee Green.
- (c) To agree that the Parish Council will cover any costs incurred in order to transfer the ownership of the Jubilee Green to the Parish Council, including but not limited to those listed below, from General Reserves:
  - Approximately £1,175 solicitor costs
  - £500 vendor's legal contributions
  - £500 vendor's surveyor's contributions
  - £1,000 external valuation fee
  - £216.24 disposal notice

**25/115 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.

**25/116 Village Warden**

To note the Village Warden's report to date.

**25/117 Date of Next Meeting**

To confirm that the next meeting of the Parish Council will be on Tuesday 17<sup>th</sup> March 2026 at 7.30pm in Great Horkestone New Village Hall (unless a meeting is required on 10<sup>th</sup> February).