



## **GREAT HORKESLEY PARISH COUNCIL**

### **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 5 SEPTEMBER 2022 IN THE NEW VILLAGE HALL AT 7.30PM**

#### **Those present:**

Cllr M Mead (Chairman)  
Cllr C Arnold (Vice Chairman)  
Cllr G Baker  
Cllr M Sudbery  
Cllr L Williams  
+ 5 members of the public

#### **22/43 Chairman's Welcome**

The Chairman thanked everybody for attending the meeting.

#### **22/44 Apologies and Reasons for Absence**

Apologies were received from Cllrs Barber, Chapman, Ewing and Taverner.

#### **22/45 Declaration of Interests**

No member declared an interest in respect of any item on the agenda.

#### **22/46 Minutes of Previous Meetings**

- (a) The Minutes of the Ordinary Meeting of the Council which took place on 4 July 2022 were approved and signed as a true and accurate record.
- (b) The Minutes of the Ordinary Meeting of the Council which took place on 17 January 2022 were approved and signed as a true and accurate record.

#### **22/47 Have Your Say – Public Open Forum**

5 members of the public were present.

One resident mentioned their concerns of the worsening cost of living crisis and how the community of Great Horkesley may be affected. The Parish Clerk will liaise with the resident after the meeting to see how the Parish Council and local community can help those in need.

One resident stated that they had emailed the Council regarding a basketball court or similar area for older children to socialise and keep fit to be built on the village green (item 22/7). Cllr Arnold explained that the Great Horkesley Neighbourhood Planning Committee will include questions concerning recreational facilities in the housing needs survey for the village. This can be used to show there is support for such facilities, which is needed to obtain the necessary funding. A suitable location central to the village may be as part of the new development around the Manor.

One resident shared that they were disappointed with revised Planning Application 213363 and they felt that the Parish Council did not support their objections. The resident said that they and their neighbours have sent questions and emails to Parish

Councillors, Ward Councillors, and the Planning Officer directly, and some have remained unanswered. Cllr Arnold explained that it is an exceptional circumstance for residents to have direct contact with the Planning Officer and it would be best for the residents to continue liaising with the Planning Officer directly. Cllr Arnold also mentioned that a second revision of the application is expected, where the Parish Council would be able to make more comments highlighting the residents' concerns. The Chairman thanked all the residents for their comments.

*All members of the public left the meeting.*

#### **22/48 Correspondence Received**

- (a) i. It was noted that a resident had advised the Parish Clerk that a tree from the Geantrees property was dangerously overhanging the A134. Cllr Barber had the issue sorted quickly and was also updated on the history of the Geantrees site.
- ii. None of the dog waste bins in Great Horkesley were emptied during week commencing 15 August 2022. The Parish Clerk and many residents reported this to Colchester Borough Council's Street Cleaning team but it took almost two weeks for them to be emptied. The Parish Clerk is to send a letter on behalf of the Parish Council to Colchester Borough Council, explaining that many people travel to Great Horkesley from outside of the village to walk dogs, and the Parish Council are not satisfied and expect a marked improvement going forward.
- iii. The complaints from residents of Ivy Lodge Road regarding Planning Application 213363 was discussed earlier under item 22/47.
- iv. Cllr Arnold will ask if any volunteers are interested in joining the Parish Paths Partnership (P3) in his piece in the next issue of the village news.

#### **22/49 Reports from Members and Officers of Other Authorities**

No Members had any reports.

No Officers from other authorities were present at the meeting.

#### **22/50 Report from Finance Committee**

- (a) The Minutes from the Finance Committee meetings held on 8 July 2022 and 1 September 2022 were noted.
- (b) i. **It was unanimously agreed** that the Village Hall Bookings Manager should be given delegated powers to make decisions regarding hire costs for individual hirers, without consulting Councillors in the first instance unless deemed necessary, as long as regular reports are produced for the Parish Council.
- ii. **It was agreed by a majority** (four Councillors agreed, one Councillor disagreed) that due to rising costs, hire charges per hour for the Village Hall should be increased as follows:

<u>Villagers</u>		<u>Non-Villagers</u>	
Hall Mon – Fri	£20	Hall Mon – Fri	£28
Hall Sat – Sun	£25	Hall Sat – Sun	£30
Hall Regular Hirer	£15	Hall Regular Hirer	£20
Meeting Room	£15	Meeting Room	£20
Meeting Room Regular Hirer	£10	Meeting Room Regular Hirer	£15
Regular hirer with equipment stored at the hall			£24
Bouncy castle	£20 per booking	additional charge	

- iii. Councillors discussed whether a change should be made to the Terms of Reference to give the Finance Committee the authority to vire money from one balance to another, however **it was unanimously agreed** to adopt the Terms of Reference for the Finance Committee with no changes made.
- iv. It was noted that the accounts for the First Quarter of the 2022-23 financial year have been reviewed by the Finance Committee.
- v. **It was unanimously agreed** to NOT opt out of the SAAA central external examiner appointment arrangements, as Great Horkesley Parish Council does not meet any of the criteria to qualify for exemption.

## 22/51 Finance

- (a) The Statement of Accounts as at 31 July 2022 was noted.  
It was discussed that for future meetings only the subtotals for each cost centre need to be shown on the Statement of Accounts, and the totals for each individual nominal code can be removed, as these are looked at in detail at the quarterly Finance Committee meetings.
- (b) **It was unanimously agreed** to approve the list of payments for July 2022 without staff salary payments redacted, in order for the Council's expenditure to remain transparent.  
Approving payments for August 2022 was deferred to the next meeting.
- (c) It was noted that the Parish Council had received a grant of £5,135 from Groundwork UK, and an additional payment of £330, from the Great Horkesley Neighbourhood Planning Group.  
**It was unanimously agreed** to transfer these amounts to a new Neighbourhood Planning Reserves account for use by the Neighbourhood Planning Group for agreed projects, including the costs of producing the imminent housing survey.

## 22/52 Planning Applications

- (a) The following applications were considered and there were no objections:
  - 221991                      3 Barnfield Road                      (expires 08/09/2022)**  
Proposed single storey extension, first floor extension and alterations
  - 221749                      Bucks, London Road                      (expires 07/09/2022)**  
Erect a wooden garden shed behind current single storey garage
- (b) It was noted that no comments were made under Clerk's delegated powers for:
  - 221889                      The Red House, Nayland Road**  
Extension to back of existing house
  - 221893                      Shambles, 65 Coach Road**  
Resubmission of 221257 with alterations
  - 222004                      Baytrees, Boxted Church Road**  
Proposed garden store
  - 221996                      Baytrees, Boxted Church Road**  
Proposed garden store
  - 221968                      9 Blackbrook Road**  
Flat roof side and rear extension
  - 221917                      Percheron House, The Crescent**  
New boundary wall. Amendment to application 220114 previously approved
  - 221722                      Brook Cottage, Holly Lane**  
Proposed extensions, alterations and detached garage cartlodge

- (c) It was noted that decisions have been made for the following applications:
- |               |   |                            |
|---------------|---|----------------------------|
| <b>221404</b> | <b>Timberlea, Ivy Lodge Road</b>                                      | <b>Approve Conditional</b> |
|               | Proposed single storey rear extension with first floor dormer to rear |                            |
| <b>221333</b> | <b>High Roof, Brick Kiln Lane</b>                                     | <b>Approve Conditional</b> |
|               | Two storey rear extension and internal alterations                    |                            |
| <b>221486</b> | <b>10 Pattinson Walk</b>  | <b>Approve Conditional</b> |
|               | Single storey side and rear extension                                 |                            |
| <b>220778</b> | <b>18 Tile House Lane</b>   | <b>Approve Conditional</b> |
|               | Proposed loft conversion and porch                                    |                            |
- (d) No other new applications were received prior to the meeting.

**22/53 Neighbourhood Planning Group**

As soon as a draft housing needs survey is available, it will be circulated to every member of the council to give feedback individually.

**22/54 Village Hall**

- (a) The quote received from Panther Security for upgrading CCTV systems at the village hall was noted. The Clerk was asked to obtain a quote from Spectrum Security and explore possibilities for grant funding.
- (b) It was noted that the Intruder alarm system annual service took place on 29 July.
- (c) Consideration of proposals regarding the redecoration and defective guttering of the village hall was deferred to the next meeting.

**22/55 Highways**

- (a) The results of the traffic count taken on the A134 near to Blue Owl were considered, and the results showed that there was good compliance with the posted speed limit so no further action is to be taken.
- (b) No further reports were received.

**22/56 Cost of Living Crisis**

This was discussed earlier in the meeting under item 22/47.

**22/57 Clerk's Report**

- (a) The Clerk's report was noted and there were no questions.
- (b) **It was unanimously agreed** to purchase the new Arnold-Baker edition at a cost of £131.99 (including NALC discount), for the Clerk's CiLCA studies, and the cost will be entered onto the accounts under the nominal code for staff training.

**22/58 Village Warden**

- (a) The work carried out by the Village Warden in July and August 2022 was noted.
- (b) Now the wasps had moved on from the willow tree by the Village Hall entrance, no further action was agreed.

**22/59 Date of Next Meeting**

It was confirmed that the next ordinary meeting will be on **Monday 3 October 2022 at 7.30pm** in the New Village Hall, Tile House Lane.

**The Chairman closed the meeting at 9.05pm**