



# GREAT HORKESLEY PARISH COUNCIL

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## MINUTES

**Minutes of Great Horkesley Parish Council  
Held at 7:30pm on Wednesday 16 June 2021  
Members Present: Councillors Mead (Chairman)  
Arnold, Baker, Duckworth & Williams.  
ECC Constable Division: Cllr Lewis Barber**

**1. Chairman's Welcome and Announcements**

The Chairman welcomed members and Cllr Lewis Barber to the meeting. He mentioned the sudden death of former councillor Robin Rennie, who had been a force for good in the village and beyond in many ways.

**2. Apologies and Reasons for Absence**

An apology was received from Cllr Ewing and on advice from the Chairman, it was agreed to approve the absence.

**3. Declarations of Interest**

No declarations of interest received, whether registered or not, in respect of any item

**4. Public Open Forum Public Open Forum**

No Members of the public present.

**5. Minutes of the last Meeting**

It was agreed to approve the minutes of the Annual Parish Council meeting held on the 26 May 2021 as a true and accurate record.

**Village Hall Reopening Date.**

**6.** It was agreed to comply with the government's roadmap, and for the village hall to remain closed, until further safety guidance from the government at the next announcement due on the 19 July 2021.

**7. Review of Documents:** It was agreed to approve the updated A to Z list of Councillor Responsibilities as circulated prior to the meeting.

**8. Memorial Seat & Plaque for Robin Rennie and Sean Groom.**

a. Cllr Williams informed the meeting that the family will be purchasing a memorial seat.

b. It was agreed the memorial seat could be put onto the grass area near to the village hall which is owned by the parish council.

c. It was agreed to proceed with purchasing a memorial seat for the late Sean Groom, who was parish clerk during the planning and development of Tile House Farm and the association village facilities. It would be installed on the CBC-owned land overlooking the Lebanon cedar. The wording of a memorial plaque would need to be discussed with the family.

**9. Defibrillator**

Cllr Wescomb-Cross was not present at the meeting therefore the matter was not discussed regarding obtaining and the siting of a defibrillator in the village, and was deferred to the next meeting.

10. **Village Sign:** The Chairman informed the meeting that the sign should be ready within the next two weeks.
11. **Flooding: It was agreed** that Cllr Arnold would take Cllr Barber on a tour of problem sites within the village.
12. **Financial Matters**
  - a. It was agreed to note payments authorised at the last meeting, and those made under the Clerks delegated powers since the last meeting, and any receipts, as set out in **Appendix B.**
  - b. No payments of invoices in respect of goods or services not covered under delegated powers had been completed.
  - c. It was agreed to note the Village Hall financial payments and receipts as set out in **Appendix C** (available for download from the GHPC website).
  - d. It was agreed to approve the Annual Governance Statement for 2020 – 2021.
  - e. It was agreed to approve the Accounting Statements for 2020 – 2021.
  - f. It was agreed to approve the bank reconciliation for 2020 – 2021
  - g. It was agreed to note the Public Exercise of Rights is to be put onto the website and noticeboards on Monday 21 June 2021 – Friday 30 July 2021.(30 working days including the first 10 days of July 21). The parish council thanked the Clerk for all her work preparing for the internal audit and external audit.
  - h. It was agreed to follow the auditor's recommendation that two- step authorisation be used when making BACS payments. The Chairman and Vice-chairman would be required to authorise transfers set up by the clerk.
  - i. It was agreed to note the information provided by the Internal Auditor Jan Stobart.
  - j. It was agreed to approve the Annual Report 2020 – 2021.
  - k. The payment for £208 was agreed to be paid to the Society of Local Council Clerks for the annual membership 2021 – 2022.
13. **Planning**
  - a. It was agreed not make any comments in respect of CBC application 211497.
  - b. No further applications were notified after the agenda was sent out.
14. **Highways**
  - a. Cllr Arnold reported that when the A134 footway between Geantree and the Yew Tree was mechanically swept by CBC earlier in the year it had become clear that in places the tarmacadam surface had disappeared completely, leaving only rough loose stone. The problem was particularly severe just north of Old House Road. This was ironic because was a Highway Authority officer who had called for the sweeping as a prerequisite for tackling the overdue siding of the footway. The sweeping had thus exposed the need for the Highway Authority to resurface the footway as well as arrange the siding. Cllr Barber was already aware of the problem.
  - b. Mobile traffic calming equipment was discussed as set out in minute 15 below.
15. **The following reports and updates from parish council members and officers of other authorities were received:**

**Cllr Lewis Barber** reported that he had a small discretionary annual budget that could be used to purchase 'portable' traffic calming equipment which can be available to purchase and could be managed and deployed by the Parish Councils including Little Hor-kesley, Boxted and Langham. A collaborative approach with other Parish Councils would be best to ensure the maximum chance to cover all the surrounding villages. The budget will be used to help those parishes that have a low precept budget. The next step is to

get political support at County while we work out our next possible steps. I have also written to highways officers to see if they can assist us to move forward.

Cllr Arnold will attend a Zoom meeting with Cllr Barber and representatives of other parish councils on the 22 June 2021. The meeting will explore common highways-related objectives.

**Cllr Arnold** reported that the Zoom meeting with the head of the Gilberd School, Mrs Exley, and the prospective head of Trinity School had taken place. County Councillor Lewis Barber and a representative of Boxted Parish Council had attended. A thorough discussion had taken place during which it became clear that whilst many of the reasons for admitting Great Horkesley and Boxted Year 7 children to Trinity School automatically were sound, to do so without reorganising admission policies for other Colchester secondary schools would cause significant problems elsewhere. The Gilberd had at one time admitted from specified areas and this too had caused problems. The current distance-based criterion had been chosen to avoid such problems. Mrs Exley undertook to report the views of the parish councils to her next Governors' meeting

After the heads had left the meeting, it was agreed that whilst there was widespread agreement that admission arrangements to Colchester secondary school were overdue for revision, there was no appetite for it because of the amount of work involved. Cllr Barber therefore agreed to write to the ECC Cabinet Member for Education for advice. Cllr Barber subsequently reported that he would need to negotiate with the Trust

responsible for Trinity and Gilberd Schools and to bring MP Bernard Jenkin into the process. Cllr Arnold suggested that having seen the letters, it would be appropriate for Cllr Barber to lead on the issue in future, though he would remain in support as GHPC's representative.

**Cllr Lance Williams** reported that he had attended the police engagement meeting on the 15 June 2021. Youth projects were discussed with grants of up to £15,000 available for youth projects. It was reported that Community police officers do not want to work in villages. There are various events that the police hold such as Dementia Café, Scam Awareness Café. Cllr Williams informed the meeting that Coffee with Cops will take place once the Tea Afternoons are back in the hall, and are held on the 2<sup>nd</sup> Wednesday of the month. Other events for the afternoons are to be organised.

**16. Clerk's Report.**

No written report was provided by the Clerk this month as she had been extremely busy with audit-related matters. A verbal report was given at appropriate times during the meeting.

**17. Village Warden's Report.**

The report was noted (the document is available on the website). Cllr Arnold stated that based on the improvements the Village Warden was bringing to the village, creating the post was clearly one of the best decisions the parish council had taken in many years.

**18. Future meetings and business.**

It was agreed to confirm the date and time of the next meeting as Wednesday 21 July 2021 starting at 7:30pm in the John Appleby Hall at the new village hall.

**19. It was agreed to make a resolution under the Public Bodies (Admissions to Meetings) Act 1960 to exclude the press and public from the meeting, for reasons of contract confidentiality, in order to discuss the matters below:**

## 20. Personnel matters

- a. Confidential Matters.
- b. Confidential Matters.
- c. Confidential Matters.

### Appendix A: Planning Applications

Application No:	Details	Consultation Expiry Date
<a href="#">211497</a>	1a Ramparts Close, Great Horkeley Colchester CO6 4AU Erection of a single storey garden room	17/06/21

### Appendix B: Financial Payments & Receipts

Accounting Dates: 24 May 2021 – 9 June 2021				
ID	TO/FROM	DETAILS	REF:	PAYMENTS RECEIPTS
10	Zoom	Subscription	DC	£14.39
11	EE Ltd	Mobile Phone	DD	£14.35
12	Contractor	Village Warden	Bacs	£828.00
13	Zurich	Insurance 40% split with VH	Bacs	£440.09
14	Clerk	Salary & Expenses	Bacs	Left Blank
15	Cllr Mick Mead	Chairman's Allowance	Bacs	£250.00
16	Business Account	Interest		£2.32
17	HP Ink	Printing	DC	£9.99