



GREAT HORKESLEY PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON TUESDAY 21ST MAY 2024
IN GREAT HORKESLEY NEW VILLAGE HALL AT 8.00PM

Those present:

Cllr Arnold (Chairman)	Cllr Burns-Langton (Vice-Chairman)
Cllr Sudbery	Cllr Jarvis
Cllr Banks	Cllr Tempest
+ 1 member of the public in attendance	

24/001 Election of Chairman for the Council Year 2024/25

Nominations for the position of Chairman were called. Cllr Sudbery nominated Cllr Arnold and with there being no other nominations for the position, Cllr Arnold was duly elected as Chairman for the municipal year and signed the Declaration of Acceptance of Office.

24/002 Apologies and Reasons for Absence

Apologies were received and noted from Cllr Baker and Cllr Mead.

24/003 Declaration of Interests

No member declared an interest with respect to any item on the agenda.

24/004 Minutes of Previous Meeting

The minutes of the Parish Council Meeting held on 23rd April 2024 were approved and signed as a true and accurate record.

24/005 Annual Parish Meeting

The following matters were raised at the Annual Parish Meeting earlier in the evening, and identified as those which should be placed on the agenda of a future meeting of the Council:

- A community group purchasing a flagpole for the village
- Traffic and parking problems in Malvern Way
- A comprehensive list of areas in the parish that are prone to flooding

24/006 Reports from Members and Officers of Other Authorities

There were no reports from members or officers of other authorities.

24/007 Election of Vice-Chairman for the Council Year 2024/25

The Chairman called for nominations for the position of Vice-Chairman. Cllr Arnold nominated Cllr Burns-Langton and with there being no other nominations for the position, Cllr Burns-Langton was duly elected as Vice-Chairman for the municipal year.

24/008 Establishment of Committees

- (a) **It was resolved** to appoint Cllrs Arnold, Baker, Mead and Tempest to the Finance Committee.

- (b) **It was resolved** to appoint Cllrs Arnold, Baker, Burns-Langton and Sudbery to the Planning & Highways Committee.
- (c) **It was resolved** to appoint Cllrs Banks, Burns-Langton, Jarvis and Mead to the Village Hall Management Committee.
- (d) **It was resolved** to appoint Cllrs Banks, Jarvis, Sudbery and Tempest to the Personnel Committee.
- (e) No other committees were formed.

24/009 Appointments to Outside Bodies

- (a) **It was resolved** to appoint Cllr Mead as a representative to the Colchester Association of Local Councils (CALC).
- (b) **It was resolved** to appoint Cllr Mead as a representative to the Colchester and Tendring Parish Transport meetings.
- (c) **It was resolved** to appoint Cllr Mead as a member of the Old Village Hall Management Committee.
- (d) **It was resolved** to appoint Cllr Sudbery to liaise with the Neighbourhood Plan Steering Group.
- (e) **It was resolved** to appoint Cllr Sudbery to liaise with the Speedwatch Team.
- (f) The list of Councillor responsibilities was reviewed and approved, subject to removing “Streetlights” from the list and correcting the name of the Community Events group.

24/010 Finance

- (a) **It was unanimously agreed** (proposed Cllr Arnold, seconded Cllr Sudbery) to appoint the Clerk as Responsible Financial Officer for the municipal year.
- (b) Noting the Statement of Accounts as at 30th April 2024 was deferred to next meeting.
- (c) Approving the April payments list was deferred to next meeting.
- (d) **It was unanimously agreed** (proposed Cllr Sudbery, seconded Cllr Jarvis) to pay the Chairman an allowance of £250 to cover expenses during the municipal year.
- (e) **It was unanimously agreed** (proposed Cllr Arnold, seconded Cllr Banks) to appoint Jan Stobart as the independent internal auditor for the 2024/25 financial year.
- (f) **It was unanimously agreed** (proposed Cllr Arnold, seconded Cllr Sudbery) to proceed with the renewal of the Council’s insurance policy with Zurich to start 1st June 2024, in accordance with the Long-Term Agreement which is active until 1st June 2026.
- (g) Considering whether to advertise in the 2025 church calendar was deferred to a future meeting, once more information has been received.

24/011 Council Governing Documents

- (a) The Councillor Code of Conduct was reviewed and approved.
- (b) The Council’s Standing Orders was reviewed and approved.
- (c) The Council’s Scheme of Delegation was reviewed and approved, subject to a minor correction to the wording of paragraph (I).
- (d) The Terms of Reference for the following committees and working groups were reviewed and approved:
 - i. The Finance Committee
 - ii. The Planning & Highways Committee
 - iii. The Village Hall Management Committee
 - iv. The Personnel Committee

- v. The Open Spaces & Facilities Working Group
- (e) The Council's Financial Regulations, based on the new Model Financial Regulations for local councils as published by NALC on 8th May 2024, were discussed and approved.

24/012 Planning & Highways

- (a) Cllr Sudbery gave a comprehensive update regarding the Norwich to Tilbury Project (pylons proposal) and circulated a list of bullet points to be discussed regarding the Council's response to the current consultations. Cllr Sudbery recently met with a representative from Colchester City Council to walk the route that the pylons would take and attended a National Grid drop-in session. The newest major concern is the plan to remove all the safety features along the stretch of the A134 that runs through Great Horkesley, such as traffic islands and mini roundabouts, to accommodate the HGVs that will be required for the project. This will have an enormous impact on the parish. **It was unanimously agreed** (proposed Cllr Sudbery) that the Clerk, in consultation with Cllr Sudbery, will respond to the current National Grid consultation based on the list of bullet points provided and amended as per the comments made during this discussion. **It was also agreed** that Cllr Sudbery will contact Cllr Goss (Myland Community Council) and Cllr King (County Cabinet Member) to make them aware of the extent of the Highways proposals for the project and the Parish Council's fears for road safety.
- (b) **It was unanimously agreed** (proposed Cllr Arnold) to write to the landowners of the section of vegetation growing out into the carriageway on Ivy Lodge Road to ask them to cut it back as it is impacting road safety. **It was also agreed** (proposed Cllr Arnold) that the Clerk will notify Colchester City Council that the large oak trees on the East side of the A134 under the A12 bridge are overhanging the carriageway and causing cyclists and cars to swerve out into the middle of the road, and request that they be cut back.
- (c) Cllr Sudbery reported that the temporary traffic lights between Great Horkesley and Chesterwell keep failing. The Clerk will attempt to find out who to contact to report this and will also notify the Essex Streetworks Team of the problem.

Cllr Barber has asked for suggestions of roads and footways to be put forward for the Highways Priority Scheme. The Clerk will advise Cllr Barber of the following areas:

- The footway along the A134 from Coach Road to Ivy Lodge Road
- Footways both sides of Malvern Way
- The footway along the A134 from the derelict Geantrees property to School Lane
- The footway along the A134 from just North of the Post Office to Tog Lane
- A134 carriageway near the School Lane junction
- A134 carriageway near the Coach Road mini roundabout

24/013 Village Hall

- (a) The quotations received for a new bottle filling station and its installation on an external wall at the Village Hall were discussed.
- Cllr Burns-Langton proposed (seconded Cllr Jarvis) that the Council does not consider purchasing the drinking fountain priced at £1,079, which is the same as the fountain currently installed at Boxted park. Three Councillors voted for this motion and three Councillors abstained. The motion was lost on the Chairman's casting vote.
- This item was then deferred to the next meeting, in order that Councillors can go and look at the drinking fountain at Boxted park and obtain more information on each of the possible fountains.
- (b) There were no reports of any other urgent matters regarding the Village Hall.

24/014 Public Spaces

- (a) **It was unanimously agreed** (proposed Cllr Tempest) to position a geocache on the back of the noticeboard near to the Village Hall.
- (b) Cllr Arnold reported that there was nothing to update regarding the Parish Council taking on ownership of the Village Green, and he would try to speak to someone from Colchester City Council the next day.
- (c) There were no reports of any other urgent matters regarding Public Spaces.

24/015 Administration

- (a) **It was unanimously agreed** (proposed Cllr Arnold) to delegate to the Village Hall Management Committee to consider installing a secure post-box at the Village Hall, to be used as the postal address for the Parish Council going forward.
- (b) The Clerk will research the cost of setting up Councillor email addresses and bring information to the next meeting.

24/016 Clerk's Report

The Clerk's report to date was noted, including a list of resolutions agreed at earlier Parish Council meetings and any progress.

Cllr Arnold reported that he has advised Cllr Barber of the previous propositions for the Ivy Lodge Road mini roundabout.

24/017 Village Warden

The Village Warden's report to date was noted.

24/018 Date of Next Meeting

The next meeting of the Parish Council will be on Tuesday 18th June 2024 at 7.30pm in Great Horkesley New Village Hall.

These minutes are a true and accurate record of the meeting.

Signed
(Chairman)

Date