



**GREAT HORKESLEY PARISH COUNCIL**  
**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 24 APRIL 2023**  
**IN THE NEW VILLAGE HALL AT 7.30PM**

**Those present:**

Cllr M Mead (Chairman)	Cllr G Baker
Cllr C Arnold (Vice Chairman)	Cllr M Sudbery ( <i>arrived at 7.45pm</i> )
	Cllr L Williams
	City Cllr D Laws ( <i>arrived at 7.40pm</i> )
	+ 4 members of the public

**22/146 Chairman's Welcome**

The Chairman thanked everybody for attending.

**22/147 Apologies and Reasons for Absence**

No apologies were received.

**22/148 Declaration of Interests**

No members declared an interest in respect of any item on the Agenda.

**22/149 Minutes of Previous Meetings**

The minutes of the Ordinary Meeting of the Council held on Monday 20<sup>th</sup> March 2023 were approved and signed as a true and accurate record.

**22/150 Have Your Say – Public Open Forum**

Two residents were attending for updates on the Manor Development (item 22/151). One resident asked about the proposed cycleway between Great Horkesley and Chesterwell, which Cllr Arnold stated would also be discussed under item 22/151.

*City Cllr Laws arrived.*

**22/151 The Manor Development (Outline Planning Application 230625)**

Cllr Arnold explained that this new application was a proposal from the landowner to build 100 houses on the land around the Manor instead of the 80 houses previously approved under Planning Application 190302. The applicant has included a viability statement showing that they believe it is not viable to build 80 houses, but it is viable to build 100. The mention of providing a new Scout hut, allotments and car park have been replaced by providing *land for* these assets. The viability assessment is dated November 2022, which suggests it was completed for Barratt David Wilson Homes and not specifically for the applicant.

*Cllr Sudbery arrived.*

Cllr Arnold explained that he had asked the Planning Officer for an extension and the Council have until the end of Wednesday 26<sup>th</sup> April 2023 to respond. Cllr Arnold then read through all the points he would like to be included in the Council's response to the application. Cllr Sudbery suggested it be noted that the application mentioned pedestrian refuges which had previously not been included.

**It was unanimously agreed** that the Council would recommend to the Planning Authority that the application should be refused for the following reasons:

- It proposes, without valid justification, building 100 homes on a site identified in the Local Plan as being appropriate for 80;
- There is no proposal to provide a cycle link to national standards between the application site and Trinity School, Chesterwell and urban Colchester;
- There is no proposal for allotments;
- There is no proposal for a new Scout and Guide HQ; and
- There is no scope to provide enforceable undertakings to protect the amenity of existing residents whose property adjoins the site.

**It was further agreed** that Cllr Arnold would draft the response on the basis of the material discussed at the meeting and that once the Clerk had agreed that the draft was accurate, it would be sent to the Planning Authority with copies to the Highway Authority and relevant elected members.

#### **22/152 Reports from Members and Officers of Other Authorities**

City Cllr Darius Laws reported that he had recently voted for the Local Plan, and against the budget due to the proposed changes to waste collections (black bags collected every three weeks).

*Two members of the public left the meeting.*

#### **22/153 Finance**

- (a) The Statement of Accounts at the end of the 2022/23 financial year was noted.
- (b) **It was unanimously agreed** (proposed Cllr Baker) to approve payments for March 2023 in accordance with the 2022/23 budget.
- (c) Cllr Baker gave an overview of the items that were discussed at the Finance Committee meeting held on Friday 21<sup>st</sup> April 2023 and explained that the Committee reviewed the new payments process being followed since moving the bank account to Unity Trust Bank and it is working well. The Clerk enters payments onto the system and each payment is then checked and authorised by two councillors. To encourage GDPR compliance, the Clerk is now making supporting documents available for inspection on OneDrive for a limited period, instead of posting copies to members via email. The draft minutes of the meeting were noted. It was also noted that the Fourth Quarter Accounts for the 2022/23 financial year were reviewed and approved by the Finance Committee.
- (d) Cllr Baker reported that the Finance Committee reviewed the council documents items in 22/135 (b), (c), (d) and (e) and recommended that they be approved by the Council.

**It was unanimously agreed** (proposed Cllr Baker) that Cllr Arnold, Cllr Baker, Cllr Mead and the Clerk authorise the investment with CCLA on behalf of Great Horkesley Parish Council, as recommended by the Finance Committee.

- (e) **It was unanimously agreed** (proposed Cllr Baker) to approve the list of monthly and quarterly payments to be made by Direct Debit during the 2023/24 financial year circulated by the Clerk.
- (f) **It was resolved** (proposed Cllr Arnold, Cllr Baker abstained) to release funds to village organisations for the grant applications received for the 2023/24 financial year, as previously recommended by the Finance Committee (item F22/31):

Bishop William Ward School Association	£1,250
Great Horkesley Guide Unit	£700
1 <sup>st</sup> Great Horkesley Scout Group	£150
Great Horkesley Parochial Church Council	£700

#### **22/154 Council Documents**

- (a) Approving the Standing Orders was deferred to next the meeting.
- (b) **It was resolved** (proposed Cllr Baker, Cllr Williams abstained) to approve the Financial Regulations for the Council.
- (c) **It was resolved** (proposed Cllr Baker, Cllr Williams abstained) to approve the Internal Control Procedure for the Council.
- (d) **It was resolved** (proposed Cllr Baker, Cllr Williams abstained) to approve the Council's updated Asset Register.
- (e) **It was resolved** (proposed Cllr Baker, Cllr Williams abstained) to approve the Council's Risk Assessment and Risk Management Strategy.

#### **22/155 Planning Applications**

- (a) The following applications were considered, with no comments to be made.
- |   |  |                             |
|---|--|-----------------------------|
| <b>230818</b>   | <b>South Lodge, Nayland Road</b>           | <b>(expires 29/04/2023)</b> |
| <i>Application for variation of conditions 2 &amp; 3 following grant of planning permission of application 223167</i>                       |  |                             |
| <b>230728</b>   | <b>Holly Lodge Cottage, Holly Lane</b>     | <b>(expires 29/04/2023)</b> |
| <i>Proposed single storey extension to west and north elevations. Internal alterations including raising roof pitch and loft conversion</i> |  |                             |
| <b>230841</b>   | <b>Blacksmiths Cottage, Ivy Lodge Road</b> | <b>(expires 09/05/2023)</b> |
| <i>Lightweight tiled roofed porch</i>   |  |                             |
- (b) It was noted that the Clerk commented on the following planning application under delegated powers, after consulting with councillors:
- |  |  |
|--|--|
| <b>230591</b>  | <b>Bear House (formerly Broadacres), London Road</b> |
| <i>"The Parish Council would like it to be noted that this property is within the AONB and is situated near to a Grade I listed church."</i> |  |
- (c) It was noted that decisions have been made for the following applications:
- |   |                                  |                            |
|---|----------------------------------|----------------------------|
| <b>230011</b>   | <b>The Bungalow, London Road</b> | <b>Refuse</b>              |
| <i>Side and rear extension</i>                          |                                  |                            |
| <b>223126</b>   | <b>Land off Ivy Lodge Road</b>   | <b>Refuse</b>              |
| <i>Two new build houses with ancillary outbuildings</i> |                                  |                            |
| <b>230359</b>   | <b>7 Glebelands</b>              | <b>Approve Conditional</b> |
| <i>Rear single storey extension</i>                     |                                  |                            |

- (d) No other new planning applications were received.

**22/156 Village Hall**

- (a) It was noted that due to the setup of the current alarm system, it is not advisable to move to fibre broadband at present, so the Clerk has kept the broadband contract with PlusNet under delegated powers.
- (b) The Clerk will ask RCCE for advice regarding a revaluation of the Village Hall.
- (c) **It was unanimously agreed** (proposed Cllr Arnold, seconded Cllr Sudbery) to renew Village Hall & Community Building Membership with RCCE for 2023/24 before 30<sup>th</sup> April 2023 at a cost of £60 + VAT.
- (d) Three quotes received for the EICR inspection were considered.  
**It was unanimously agreed** (proposed Cllr Sudbery) to accept the cheapest quote and engage Mid Essex Electrical Ltd to carry out the inspection.
- (e) Considering quotes for upgrading the CCTV system was deferred to the next meeting.
- (f) Cllr Arnold reported that two or three new community halls are due to be built within a few miles of Great Horkesley over the next few years. Cllr Williams reported that the Youth Club are looking for more volunteers to help run it.

**22/157 Public Spaces**

Cllr Arnold requested that planting a tree on the village green to commemorate Queen Elizabeth II be put on the agenda for the next meeting.  
Cllr Williams requested that the purchase of a bench by a village group, to be positioned near to the village sign on Keelers Way, be put on the agenda as well.

**22/158 Highways**

- (a) **It was unanimously agreed** (proposed Cllr Arnold) to support County Cllr Barber in investigating the speed and nature of vehicles using Ivy Lodge Road and possibly installing a speed indicator device (SID).
- (b) Cllr Arnold reported that he is still in the process of producing a list of highways issues in Great Horkesley for Cllr Barber.

**22/159 Clerk's Report**

The Clerk's report for March 2023 including a list of resolutions agreed at earlier Parish Council meetings was noted and there were no questions from councillors. The councillors thanked the Clerk for all her work over the last year.

**22/160 Village Warden**

The Village Warden's report including details of work carried out in March and April 2023 was noted.

**22/161 Date of Next Meeting**

The Annual Parish Council Meeting will be Tuesday 9<sup>th</sup> May 2023 at 7.30pm in St. John's Church, Elstar Lane.  
The Annual Parish Meeting will be Wednesday 24<sup>th</sup> May 2023 at 7.30pm in the Village Hall, Tile House Lane.

**22/162 Exclusion of Press and Public**

**Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 it was resolved that, in view of the confidential nature of the business to be transacted, the press and the public be excluded from the meeting.**

*All remaining members of the public left the meeting.*

**22/163 Staff Salary**

**It was unanimously agreed** (proposed Cllr Sudbery) to increase some staff salaries in accordance with their employment contracts and due to increased responsibilities.

The meeting was closed at 9.04pm.

Signed .....

Date .....