



GREAT HORKESLEY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 16TH JUNE 2026
IN GREAT HORKESLEY NEW VILLAGE HALL AT 7.30PM

Those present:

Cllr Tempest (Chairman)	Cllr Arnold
Cllr Baker	Cllr Banks
Cllr Burns-Langton	Cllr Mead

In attendance:

Borough Cllr Laws

26/020 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

26/021 Apologies and Reasons for Absence

Apologies were received and accepted from Cllr Jarvis and Cllr Sudbery.

26/022 Declaration of Interests

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

26/023 Minutes of Previous Meeting

The minutes of the Annual Parish Council Meeting held on 19th May 2026 were approved and signed as a true and accurate record.

26/024 Have Your Say – Public Open Forum

No members of the public were present.

26/025 Reports from Members and Officers of Other Authorities

Cllr Mead reported on the recent CALC meeting that he attended and asked the Clerk to forward to all members the PowerPoint presentation that was given by Karen Syrett (current Head of Planning). At the meeting, Cllr Mead also expressed how disappointed the Parish Council is with the slow progress of the transfer of ownership of the Jubilee Green.

Cllr Mead reported that there is a Transport Engagement Meeting in Chelmsford on 24th June that he is unable to attend. Cllr Arnold will try to attend.

Cllr Arnold reported that the next MAG10 (local flooding) meeting will be taking place soon. Members confirmed they would like Cllr Arnold to continue as the representative for flooding issues and MAG10.

Cllr Naylor sent a written report which was circulated to members prior to the meeting, providing the latest updates from County Hall.

Cllr Laws reported on the recent changes to the Colchester City Council Administration. Cllr Laws was also recently asked for his consent for proposed street names on the upcoming Manor Land development in Great Horkesley. Cllr Tempest advised that the Parish Council had previously agreed to recommend street names with the theme of the Taylor sisters.

Cllr Arnold updated Cllr Laws on the still ongoing transfer of ownership of the Jubilee Green. Cllr Laws will chase this with the City Council.

26/026 Audit of the Council for Financial Year 2025/26

- (a) Members received the Annual Internal Audit Report 2025/26 as completed by Jan Stobart on 20th May 2026 and noted that this report will be discussed in detail at the next Finance Committee meeting with any recommendations brought to the next Full Council meeting.
- (b) The Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) was considered, signed and approved.
- (c) The Accounting Statements (Section 2) of the AGAR was considered, signed and approved.
- (d) The bank reconciliation for 2025/26 was considered, signed and approved.
- (e) The explanations of any significant year on year variances in the accounting statements were considered, signed and approved.
- (f) It was noted that the period for the exercise of public rights will be for 30 days (including the first 10 working days of July) and will commence on Thursday 18th June 2026 and end on Wednesday 29th July 2026. Under the Accounts and Audit Regulations 2015, this information will be published on the Great Horkesley Parish Council website along with Sections 1 and 2 of the AGAR.

26/027 Finance

- (a) The Statement of Accounts as at 30th April and 31st May 2026 were noted, and Cllr Banks, who is not a bank signatory, checked and signed to say that balances reconcile with those on the April and May bank statements and carried out a spot check of the bank reconciliation.
- (b) The April and May payments lists were approved in accordance with the 2026/27 Budget.
- (c) **It was unanimously agreed** (proposed Cllr Banks, seconded Cllr Tempest) to not renew the Council's annual membership with EALC and therefore NALC. If a situation arises during the year whereby membership to either organisation would be beneficial, then the decision will be reviewed.
- (d) **It was unanimously agreed** (proposed Cllr Tempest, seconded Cllr Arnold) to pay for the Assistant Clerk to subscribe to Canva Pro at a cost of £100, to be allocated Parish Council IT within the budget.

26/028 Planning

- (a) The draft minutes from the Planning Committee Meeting held on Monday 8th June 2026 were noted.
- (b) Cllr Arnold reported that he will contact Karen Syrett at Colchester City Council to ask for an update on possible development sites in village with regard to the Local Plan.

26/029 Highways

- (a) Members discussed ongoing parking issues along Keelers Way, as mentioned in the Annual Parish Meeting on 19th May 2026 (item 26/005). When the option of introducing parking restrictions was previously explored by Cllr Barber, there was not enough support from residents. Members have reviewed and discussed this issue many times, but without the required amount of support from residents to introduce restrictions that could be enforced, there is nothing more the Parish Council is able to do.
- (b) If the Council is not invoiced by Essex Highways before 30th June, for costs involved in changing the speed limit on the A134, then the Council will lose the member

contribution of £2,000. County Cllr Mark Webster is due to be present at the Transport Engagement meeting next week, so Cllr Arnold will attempt to speak with him directly then. Cllr Arnold will also contact County Cllr King to confirm that he still supports the change and see if there is anything further he can do to help.

26/030 Village Hall

- (a) **It was unanimously agreed** (proposed Cllr Burns-Langton, seconded Cllr Baker) to engage BH Electrical to carry out the annual PAT test of the Village Hall at a cost of £70 + VAT for the first ten items, and any additional items at £1.80 + VAT.
- (b) There were no reports of any new urgent matters regarding the Village Hall.

26/031 Jubilee Green & Public Spaces

- (a) **It was unanimously agreed** (proposed Cllr Tempest, seconded Cllr Banks) to pay for the hire of the Jubilee Green for the Great Horkesley Summer Fayre, at a cost of £250 + VAT to be taken from Jubilee Green ear-marked reserves.
- (b) There were no reports of any other urgent matters regarding public spaces.

26/032 Policies & Procedures

- (a) The Document Retention & Disposal Policy was reviewed and approved.
- (b) The Risk Assessment and Risk Management Strategy were reviewed and approved.
- (c) The Data Protection Policy was reviewed and approved.

26/033 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 to date.

26/034 Village Warden

The Village Warden's report to date was noted.

26/035 Parish Communication & Social Media

The following important points from the meeting will be communicated to residents:

- The strategy for the change in speed limit was discussed and frustrations aired
- The year end accounts were signed off ready for the external audit
- Cllr Laws attended and reported on recent changes to the City Council administration
- The Parish Council is giving use of the hall for free as well as covering costs of hiring the green due to the delay in the takeover of the Jubilee Green

26/036 Date of Next Meeting

The next meeting of the Parish Council will be on Tuesday 14th July 2026 in Great Horkesley Village Hall. However, members are aware it is the same date as a potential England football match, so the meeting may be rescheduled.

The Chairman closed the meeting at 8.50pm.