



GREAT HORKELEY PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 4 JULY 2022 IN THE NEW VILLAGE HALL MEETING ROOM AT 7.30PM

Those present:

Cllr M Mead (Chairman)
Cllr C Arnold (Vice Chairman)
Cllr G Baker
Cllr L Taverner
Cllr L Williams

22/25 Chairman's Welcome

The Chairman thanked everybody for attending the meeting.

22/26 Apologies and Reasons for Absence

Apologies were received from Cllrs Barber, Chapman and Laws.

22/27 Declaration of Interests

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

22/28 Minutes of Previous Meetings

- (a) The Minutes of the Ordinary Meeting of the Council which took place on 13 June 2022 were approved and signed as a true and accurate record.
- (b) The Minutes of the Extraordinary Meeting of the Council which took place on 29 June 2022 were approved and signed as a true and accurate record.
- (c) Consideration of the Minutes of the Ordinary Meeting of the Council which took place on 17 January 2022 was deferred to a future meeting.

22/29 Have Your Say – Public Open Forum

No members of the public were present.

22/30 Reports from Members and Officers of Other Authorities

- (a) Cllr Arnold reported that he had received acknowledgement of the Council's objection to Planning Application 213363 – Land to the East of, Nayland Road.
- (b) Cllr Mead reported that the fridge-freezer unit in the Village Hall kitchen was no longer working. In accordance with the Council's Governing Constitution (Part 2 Section 5a ix), a motion was moved (proposed Cllr Arnold) and **it was unanimously agreed** to refer this matter by formal delegation to the Finance Committee and a meeting will be called for **Friday 8 July at 9am**.
- (c) Cllrs Baker and Mead reported that they had individually looked at the running costs of the Village Hall for the last quarter and both believed that a small profit

was made. It was mentioned that some income from Village Hall bookings could be put into a reserve for Village Hall renewals and repairs.

22/31 Finance

- (a) The income and expenditure report provided for June 2022 was considered and **approved** after one minor amendment (correcting the reference of one payment made). It was noted that we may be due a part refund for the PPL PRS invoice and the Clerk is to contact them to check.
- (b) The income and expenditure report for April and May 2022 provided by Cllr Baker at the previous meeting was considered and **approved**.
- (c) **It was agreed** to continue with the current system for approving and authorising payments (paying invoices and receipts as soon as possible using the online banking dual authorisation process) and if necessary to reassess the payments process once the Village Hall Booking Manager has access to view the Council bank account online.
It was agreed that the Finance Committee would meet quarterly to approve a quarterly bank reconciliation alongside a quarterly budget report. Terms of Reference for the Finance Committee are to be drawn up for consideration and approval at the next full council meeting.
- (d) **It was resolved** to renew both Council Membership and Village Hall & Community Buildings Membership with RCCE.

22/32 Village Hall

- (a) It was noted that the PAT testing of electrical appliances took place on Monday 27 June 2022.
- (b) It was noted that the annual service for the Intruder alarm system is due to be carried out on Friday 29 July.
- (c) Consideration of proposals regarding the redecoration and defective guttering of the village hall was deferred to the next meeting.
- (d) **It was agreed** to continue with the requirement for one-off hirers to live within the parish of Great Horkeley in order to receive reduced residents' rates when hiring the Village Hall. Regular hirers may be considered for reduced residents' rates on an ad hoc basis.

22/33 Site of Former WI Hall

It was agreed to accept the quote received from Mr Spicer to repair the fencing around the site of the former WI hall.

22/34 Salt Bag Partnership 2022/23

It was agreed to request a one tonne pallet of salt bags free of charge from the Essex Highways' Salt Bag Scheme.

22/35 Planning Applications

- (a) The following applications were considered and there were no objections:
 - 221404** **Timberlea, Ivy Lodge Road**
Proposed single storey rear extension with first floor dormer to rear
 - 221486** **10 Pattinson Walk**
Single storey side and rear extension

- (b) It was noted that decisions have been made for the following applications:
- | | | |
|---------------|--|----------------------------|
| 220984 | Fen Cottage, The Causeway | Approve Conditional |
| | Proposed single storey extension to the south east elevation | |
| 220321 | Coach House, 67 Coach Road | Approve Conditional |
| | Proposed new dwelling | |
| 221142 | Accorn House, Coach Road | Approve Conditional |
| | Construction of hydrotherapy pool | |
- (c) No other new applications were received prior to the meeting.
- (d) No action was to be taken regarding the Anglian Water proposal of a new pipeline between Bury St Edmunds and Colchester.

22/36 Neighbourhood Plan Group

- (a) It was noted that following the Local Plan Committee Meeting on 13 June 2022, it has been confirmed that the Parish area has been designated for the Great Horkesley Neighbourhood Plan.
- (b) **It was agreed** to give approval to Great Horkesley Neighbourhood Planning Committee to execute a housing needs survey in the village.

22/37 Highways

It was agreed to escalate to Cllr Lee Scott (Cabinet Member for Highways Maintenance and Sustainable Transport) that the Council is still not satisfied with the work carried out on the A134 entering the village from the South, as leaks are still appearing along the road.

22/38 Clerk's Report

- (a) The Clerk's report was noted and there were no questions.
- (b) **It was agreed** to pay the Clerk overtime for the extra 27 hours worked in June to complete documents ready in time for the internal and external audits.
- (c) **It was agreed** that the Clerk should commence a CiLCA Qualification Course in September 2022.

22/39 Village Warden's Report

The work carried out by the Village Warden in June 2022 was noted.

22/40 Date of Next Meeting

It was confirmed that the next ordinary meeting will be on **Monday 5 September 2022 at 7.30pm** in the New Village Hall, Tile House Lane.

22/41 Resolution to Exclude Members of the Public

There were no members of the public present, so the resolution was not passed.

22/42 Letter from Mrs Ruth Butt

There were no updates received and therefore no further action is required.

The Chairman closed the meeting at 8.50pm

Signed.....