



# GREAT HORKESLEY PARISH COUNCIL

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## Minutes

**Minutes of the virtual meeting held on Zoom of Great Horkesley Parish Council**

**Held at 7:30pm on Wednesday 23 September 2020**

**Members Present: Councillors Mead (Chairman)**

**Arnold, Baker, Duckworth, Ewing, Taverner, Wescomb-Cross and Williams.**

**Cllr Taverner left the meeting at Item 12:**

**The Member Chairing the meeting alternated between Cllrs Mick Mead (Chairman) and Christopher Arnold (Vice Chairman) due to technical difficulties.**

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

The Chairman welcomed members to the meeting.

### 2. **Apologies and Reasons for Absence**

All members of the council were present.

Colchester Borough Council. Rural North: Cllr Nigel Chapman sent his apologies.

### 3. **Declarations of Interest**

No interests were declared.

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

No Members of public present.

### 5. **Minutes of the last Meeting**

The published draft minutes of the parish council meeting held on the 22 July 2020 were unanimously agreed to be an accurate record.

### 6. **Planning**

- a. No planning applications were received before the agenda was sent out.
- b. The further application below Appendix A was lodged after the agenda has gone out, but prior to the meeting, the Clerk's response below was made under delegated powers as below: **No Objections**

**Support: The application is an improvement on the previous plan, the building is reduced in size and situated further back from the road.**

### 7. **Colchester Woodland Project**

- a. It was agreed to put the map of the tree planting sites suggested by Colchester Borough Council regarding the planting of trees on the open space, onto the GHPC website the Great Horkesley and Boxted and GHPC Face book page Cllr Duckworth is to set up Survey Monkey to consult with residents. To consult with residents in the village on their opinion of the planting sites suggested. Cllr Arnold commented that he felt the village and open space had a large number of birch and lime trees and suggested that we introduce the larger trees such as oak and beech onto the open space. Cllr Arnold voiced concerns over the area that was drained and has planning consent for a football pitch as it would be prudent to ascertain trees were not planted in this area, as in the future residents may decide to have a football pitch on the site.

**The Chairman left the meeting. Cllr Arnold Chaired the meeting.**

**8. Housing Needs Survey**

- a. It was agreed the parish Council are to have a housing needs survey for the village. The Clerk is to contact the Group of residents who are interested in a Neighbour Plan, and for them to lead in the first instance regarding the Rural community Council of Essex residents survey for the future housing needs in the village such as requirements for sheltered housing, affordable housing.

**The Chairman joined the meeting.**

**9. Highways Cllr Arnold to update**

- a. The Clerk contacted ECC regarding the A134 surface there are problems with the surface because which is still noisy and a terrible surface for cyclists. The Clerk contacted Essex County Council regarding the surface recently put down by the Ivy Lodge Road roundabout LHP still signage for Blackbrook Road and Tile House Lane roundabout Cllr Arnold is to contact the ECC representative responsible.
- b. The parish council discussed the speeding on the A134 the county surveyed the road twice a year
- c. The parish council discusses the ownership of Brick Kiln Lane and it was Acknowledged that it was a private road therefore no responsibility for maintenance. Cllr Arnold informed the meeting that the road was a Public Right of Way on foot. It was agreed the Clerk was to contact Essex County Council regarding the footpath.

**10. Reports and updates from parish council members and officers of other authorities:**

CBC Rural North: Cllr **Arnold** Reported:

Future Changes to the Planning System

- Local communities will be consulted from the very beginning of the planning process. By harnessing the latest technology through online maps and data, the whole system will be made more accessible
- Valued green spaces will be protected for future generations by allowing for more building on brownfield land and all new streets to be tree lined
- Much-needed homes will be built quicker by ensuring local housing plans are developed and agreed in 30 months – down from the current 7 years
- Every area to have a local plan in place – currently only 50% of local areas has a plan to build more homes
- The planning process to be overhauled and replaced with a clearer, rule based system. Currently around a third of planning cases that go to appeal are overturned at appeal
- A new simpler national levy to replace the current system of developer contributions which often causes delay
- The creation of a fast-track system for beautiful buildings and establishing local design guidance for developers to build and preserve beautiful communities
- An ambition that new 'zero carbon ready' homes delivered under our new system will not require any future retrofitting.

**11. S106 monies.**

- a. It was agreed the Clerk is to obtain one further quotation for the resurfacing the car park.
- b. Cllrs Duckworth and Wescomb Cross are to obtain further information regarding play equipment and are to contact Colchester Borough Council for guidance.

**12. Village Hall**

- a. It was agreed to defer the decision on the financial and the safety implications while adhering to the latest government guidelines regarding the opening of the village hall. The Clerk is to investigate further into the measures required to reopening in a Covid-19 secure manner. This will be put on the agenda for the next the parish council.
- b. The parish council considered and agreed to allow the car park to be opened on Saturday mornings for parents of children attending the JBFC training while the village hall is closed, and signs are to be put out to inform of the times the car park will be open and closed.  
The decision was made to reduce parking in the surrounding roads on the Tile House Lane estate.

A review is to be held in 3 Months, or when the village hall reopens.

- c. Members discussed naming of the village hall as the Derek Webber Village Hall suggested by a resident as he had achieved so much in the village and advocated the children of the village having a green space to socialise. It was agreed not to rename the main building, the meeting room could be used to commemorate Mr Webber who was a Parish Councillor in 1995, a suggestion was a plaque depicting his love of bees.

**13. To agree on forming a Staffing and Personnel Committee.**

- a. It was agreed to form the Committee Councillor's Mead Baker & Ewing are members forming the committee.
- b. The Chairman and Vice-Chairman have automatic membership of committees. It was agreed that at the first meeting of Committee they would agree their Terms of Reference, then put the recommendations to the next parish council meeting thereafter.

**14. Clerk's Report & Village Warden Update:  
Appendix C1 & 2 (Available on the Website)**

Cllr Arnold mentioned he was pleased with the work the village warden had completed. The Chairman thanked the Clerk, as she had been ill, but had continued to work, he had advised the Clerk to only complete emergency work during this period. Both reports were noted.

**15. Financial Matters**

- a. The council noted the payments at the last meeting, and those made under the Clerk's delegated powers since the last meeting, and any receipts, as set out in Appendix B. below were noted and agreed.
- b. No payment of invoices transactions in respect of goods or services not covered under delegated powers:
- c. Members noted the Village hall financial payments and receipts as set out in Appendix D (available for download from GHPC website).

- d. It was agreed that the 1<sup>st</sup> Quarter and Half Year Accounts are to be agreed at the next parish council meeting.
- e. It was noted the grant amount of £10,000, the Clerk applied for had been received from the Business Rates Team at Colchester Borough Council as the village hall was forced to closed due to Covid-19.
- f. It was agreed the Council will be distributing grants for the forthcoming financial year 2021 - 2022 the closing dates for applications is the 23 November 2020.
- g. It was unanimously agreed to pay for the Hall Master Booking System annual renewal at a financial cost of £137.00 + VAT the Clerk arranged a reduction of £10 through having Village Hall Membership of the RCCE.

**16. Planning for the Future Consultation.**

It was agreed the Clerk is to obtain extra guidance

**17. Future meetings and business.**

- a. The date was confirmed for the next parish council meeting as Wednesday 21<sup>st</sup> October 2020 at 7:30pm on Zoom.

**18. The parish did not require the 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, as no public were present.**

- a. It was agreed to defer the decision, The Staffing and Personnel Committee will meet and discuss in the first instance.
- b. Brick Kiln Lane/Barnfield Road Footpath amendment Cllr Baker reported that a complaint had been received, this was being dealt with by Essex County Council. Cllr Baker reported that due to the back log of work, it would be sometime before ECC will decide on the Footpath Amendment. Cllr Arnold advised Cllr Baker to contact Cllr Anne Brown regarding the time frame.

**Appendix A: Planning Application: Clerk to comment under delegated powers**

**As came into the parish Council after the agenda was sent out.**

<b>Application No:</b>	<b>Details</b>	<b>Consultation Expiry Date</b>
<a href="#"><u>202002</u></a>	<b>Westwood Home Farm, Westwood Home Farm, London Road, Great Horkesley CO6 4BS Erection of a new 5 bedrooms, 2 storey single detached family house, with separate cart-lodge</b>	<b>17/10/20</b>

## Appendix B: Financial Payments & Receipts

Account Dates: 22 July 2020 – 10 September 2020				
ID	TO/FROM	DETAILS	REF:	PAYMENTS/ RECEIPTS
36	Suffolk County Council	GHPC Grant to AONB	Bacs	£100.00
37	EE Ltd	Mobile Phone	DD	£14.18
38	Colchester Association of Local Councils	Annual Subscription	Bacs	£35.00
39	Contractor	Cement Mix	Bacs	19.57
40	Contractor	Large Cable Ties	Bacs	£20.83
41	VCS Websites	Quarterly Invoice	Bacs	£67.50
42	Clerk	Salary & Expenses	Bacs	Left Blank
43	Essex pension Fund	Contributions	Bacs	£495.39
44	Contractor	Village Warden	Bacs	£679.50
45	HP Inc UK Ltd	Printing	DC	£7.99
46	HMRC	Tax & NI Contributions	Bacs	£343.25
47	EE Ltd	Mobile Phone	DD	£14.18
48	HMRC	Tax & NI Contributions	Bacs	£0.15
49	Contractor	Village Warden	Bacs	£576.00
50	Clerk	Salary & Expenses	Bacs	Left Blank
51	HMRC	Tax & NI Contribution	Bacs	£343.50
52	Essex Pension Fund	Contributions	Bacs	£495.39
53	Business Account	Interest		£8.31
54	HP Inc UK Ltd	Printing	CP	£7.99
55	Colchester Borough Council	Precept Payment		£17,969.50

Duly signed at the parish council meeting held on the 25 November 2020

Chairman's signature.....