



# GREAT HORKESLEY PARISH COUNCIL

[www.greathorkesley-pc.gov.uk](http://www.greathorkesley-pc.gov.uk)

## MINUTES

**DRAFT MINUTES FOR APPROVAL ON THE 17 NOVEMBER 2021**

**Minutes of the Minutes of Great Horkesley Parish Council  
Held at 7:30pm on Wednesday 20 October 2021  
Members Present: Councillors Mead (Chairman) Arnold, Baker,  
and Williams.**

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

The Chairman welcomed all members to the meeting.

**2. Apologies and Reasons for Absence**

The apologies were received from absent members and on advice from the Chairman, approve those absences which were considered acceptable.

**3. Declarations of Interest**

No declarations of interest declared.

**4. Public Open Forum Public Open Forum (Have Your say)**

No Members of the public present.

**5. Minutes of the last Meeting**

It was agreed to approve the minutes of the Parish Council meeting held on the 22 September 2021 as a true and accurate record.

**6. Governance and Policy Documents Review:**

- a. It was agreed to approve the Data Protection Policy
- b. It was agreed to approve the Consent to hold Data Policy.
- c. It was agreed to approve the Privacy Notice policy.
- d. It was agreed to approve the Social - Media and Electronic Communication Policy.
- e. It was agreed to approve the Subject Access Request Form.
- f. It was agreed to approve the Transferable Data policy.

**7. Queens Jubilee Celebrations Update**

a. A discussion was held, and the Clerk reported there had not been any suggestions received either on the Facebook page or by email to the Clerk. The Clerk had put this on the website under Events for suggestions from residents. Cllr Baker informed the meeting he would discuss with the Parochial Church Council. The Chairman will speak with the Friendship Club. Cllr Arnold informed the meeting there was originally a line of Lime Trees that ran along the A134. He suggested in celebration of the Platinum Jubilee we plant 70 trees along the A134 to celebrate 70 years of the Queens Reign.

**8. Defibrillator**

a. The Clerk is to obtain information regarding funding to purchase a community defibrillator for outside the Village Hall.

**9. Village Hall**

- a. The quote for the alarm upgrade was acknowledged but the Clerk advised that we required at the least another quotation to compare costs.
- b. It was agreed to defer the decision on which community projects to spend the S106 monies to the next meeting.

- c. It was agreed unanimously not to request regular hirers change their hire date to accommodate large hires in the hall.
- d. It was unanimously agreed not to accept consecutive day hires of the hall.

**10. Flooding**

- a. To discuss the areas of flooding in the village and to agree on any action necessary.

**11. Financial Matters**

- a. It was agreed to note payments authorised 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**
- b. There were no payment of invoices in respect of goods or services not covered under delegated powers:
- c. It was agreed to note the Village Hall financial payments and receipts as set out in **Appendix C** (available for download from the GHPC website).
- d. It was agreed to approve the half year accounts 1<sup>st</sup> July – 30 September 21.
- e. The Chairman and Clerk signed the monthly Summary Receipts and Payment Documents.
- f. The deadline date was agreed as the 29 November 2021 to receive grant applications from local organisations for the next financial year 2022 – 2023.
- g. It was agreed the Vice-Chairman Cllr Christopher Arnold is to attend the Remembrance Sunday Church Service at All Saints, he is also purchasing the Wreath.

**12. Planning**

- a. To agree any comments in respect of applications still within the consultation periods as set out at **Appendix A. Members should ensure that they have studied these applications via the Colchester Borough Council website prior to the meeting.**
- b. the further applications were discussed that were lodged after the agenda had gone out, but prior to the meeting to inform the Clerk's response to be made under delegated powers. Comments as shown below as shown below.

**13. Highways Updates**

- a. It was agreed to defer this item until the November meeting on the new highway problems arising since last meeting and agree any necessary action.
- b. It was agreed to defer this item until the November meeting regarding the action necessary regarding the overgrown vegetation on the A134 encroaching the footpath.
- c. The future of the Community Speed Watch group in the village was discussed the Clerk is to contact a resident to receive an update.

**14. The following Reports were received from parish council members:**

**Cllr Arnold:** Reported to the meeting that the Borough Planning enquiry has cleared section 2 of the Local Plan as Great Horkesley has the 80 houses and the 13 Houses this is the required provision for the village. There will be a review after 5 years to ensure the borough is meeting the targets.

**Cllr Baker:** Reported he had contacted Essex County Council regarding the **registration** of the footpath between Brick Kiln Lane and Barnfield Road, he was advised this is slowly moving up the waiting list.

**Cllr Williams:** Reported that a concrete boulder had been uncovered on the walkway in the woods between Barnfield Road and Green Lane, this has been reported to Essex County Council for removal.

He is to attend a meeting regarding Special Constables and will report back to the November meeting.

**15. Colchester Borough Council Woodland Project Tree Planting update**

- a. This is a community event residents can go onto the Colchester Borough Council and book their date of when they want to plant their trees.

The dates for the planting on and land surrounding the Jubilee Field is the 15 and 19 January 2022.

**16. Top of Keelers Way Grass Area Boundary**

- a. It was agreed the Clerk is to inform Cllr Darius Laws our Borough Councillor regarding the possibility of putting a solid boundary around the grass Area so children can play safely to prevent them from running onto the road.

**17. Clerk's Report.** (Available to download from the GHPC website)

**18. Village Warden's Report.** (Available to download from the GHPC website)

**19. Future meetings and business.**

- a. It was agreed to confirm the date and time of the next meeting as Wednesday 17 November 2021 starting at 7:30pm in the John Appleby Hall in the new village hall.

**20. a. It was agreed to make a resolution under the Public Bodies (Admissions to Meetings) Act 1960 to exclude the press and public from the meeting, for Reasons of Contract confidentiality:**

**21. b. The confidential matters were discussed.**

**Appendix A: Planning Applications**

<b>Application No:</b>	<b>Details</b>	<b>Consultation Expiry Date</b>
<a href="#"><u>212606</u></a>	<p><b>Coach House, 67 Coach Road, Great Horkesley CO6 4AX</b></p> <p>Proposed extensions and alterations to the existing dwelling</p> <p><b><i>THE PARISH COUNCIL AGREED NOT TO COMMENT</i></b></p>	<b>28/10/2021</b>
<a href="#"><u>212826</u></a>	<p><b>Thatched Cottage, Brick Kiln Lane, Great Horkesley Colchester CO6 4EU</b></p> <p>Notification for prior approval for a proposed single storey rear extension extending 5.09 metres beyond the rear wall of the original dwelling, with a maximum height of 3.30 metres, and eaves height of 2.59 metres.</p> <p><b><i>THE PARISH COUNCIL AGREED NOT TO COMMENT</i></b></p>	<b>03/11/2021</b>
<a href="#"><u>212705</u></a>	<p>29 Exeter Close, Great Horkesley Colchester CO6 4HN</p> <p>Single storey wrap around extension with a first floor over side extension. To create a family living space. to accommodate an open plan living kitchen diner with a separate snug and a master bedroom with en – suite at first floor.</p> <p><b><i>THE PARISH COUNCIL AGREED NOT TO COMMENT</i></b></p>	<b>03/11/2021</b>

<a href="#">212749</a> CDP	<b>Land Adjacent Hospytts, The Causeway, Great Horkesley CO6 4AD</b> Outline application for the erection of 3no. two storey holiday homes on land adjacent to Hopsyttts, The Causeway. <i>THERE ARE CONCERNS REGARDING HIGH-WAYSAFETY ISSUES AS RESIDENTS HAVE REPORTED THEY HAVE PROBLEMS GETTING OUT OF THEIR DRIVEWAYS ONTO THE CAUSEWAY AND FIND IT DANGEROUS. OPPOSE ON HIGHWAYGROUNDS.</i>	05/11/2021
<a href="#">212806</a> CDP	<b><u>3 London Cottages, School Lane, Great Horkesley CO6 4BP</u></b> Application for variation of a condition 2 following grant of planning permission 100456  <b>NO COMMENT</b>	09/11/2021
<a href="#">211035</a> CDP	The Cedars, The Causeway, Great Horkesley Colchester CO6 4AD Proposed Change of Use From Stables to Medical Clinic (class E) & Refurbishment of Structure. Clinic to be used as a private GP clinic and for other allied medical professionals like Physiotherapy. Existing vehicular access to be upgraded. FURTHER REVISED. <b>NO COMMENT</b>	03/11/2021

### **Appendix B: Financial Payments & Receipts**

<b>Accounting Dates: 14 September 2021 – 11 October 2021</b>				
<b>ID</b>	<b>TO/FROM</b>	<b>DETAILS</b>	<b>REF:</b>	<b>PAYMENTS RECEIPTS</b>
54	Colchester Borough Council	Precept 2 <sup>nd</sup> Payment		£18,891.50
55	Entec Novare Ltd	Village News Software License	Bacs	£332.44
56	EE Ltd	Mobile Phone	DD	£14.35
57	Contractor	Village Warden	Bacs	£684.00
58	Clerk	Salary & Expenses	Bacs	LEFT BLANK
59	VCS Websites Ltd	Website Hosting October – December 2021	Bacs	£67.50
60	Essex Association Of Local councils	Training Cllr Duckworth Climate Change Courses	Bacs	£126.00
61	HP Instant Ink	Printing	DC	£9.99