



GREAT HORKESLEY PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 14 OCTOBER 2022 IN THE NEW VILLAGE HALL AT 7.30PM

Those present:

Cllr M Mead (Chairman)
Cllr C Arnold (Vice Chairman)
Cllr G Baker
+ 2 members of the public

22/82 Chairman's Welcome

The Chairman thanked everybody for attending the meeting.

22/83 Apologies and Reasons for Absence

Apologies were received and accepted from Cllrs Sudbery, Taverner and Williams.

22/84 Declaration of Interests

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

22/85 Minutes of Previous Meetings

The minutes of the Ordinary Meeting of the Council held on Monday 3rd October 2022 were approved and signed as a true and accurate record.

22/86 Have Your Say – Public Open Forum

2 residents of Great Horkesley attended the meeting to express their concerns regarding the repair of the bridge over the A12 on Severalls Lane. Since the bridge has been partly closed, there has been a noticeable decrease in the volume of traffic, particularly larger vehicles, using Ivy Lodge Road as a shortcut. The residents will write to Cllr Lewis Barber to share their concerns.

The residents also expressed an interest in starting up the Speed Watch Team again.

22/87 Reports from Members and Officers of Other Authorities

No reports were received.

22/88 Finance

(a) The Statement of Accounts as at 30th October 2022 were noted.

(b) Payments for October 2022 were approved.

(c) The draft minutes from the Finance Committee meeting held on Tuesday 18th October 2022 were noted. It was noted that the Half-Yearly Accounts for the 2022-23 financial year were reviewed and approved by the Finance Committee.

- It was unanimously agreed** that the Clerk should proceed with obtaining a valuation of the Village Hall, to ensure that the building is insured for an appropriate amount.
- (d) **It was unanimously agreed** to update the Terms of Reference for the Finance Committee, to give the Committee the authority to approve overtime hours for members of staff when necessary.
 - (e) **It was unanimously agreed** to co-opt Cllr Sudbery as a member of the Finance Committee.
 - (f) **It was unanimously agreed** that the Clerk should start the process of changing the Council's bank accounts from Barclays to Unity Trust Bank.
 - (g) It was noted that the Chairman had purchased a wreath for the remembrance service at All Saints' Church (Local Government Act, 1972 S137), using funds from the Chairman's allowance.
 - (h) It was noted that the electricity supply at the Village Hall will continue on Eon's Business Flexible rate when the current term ends on 25th December 2022.

22/89 Planning Applications

- (a) The following applications were considered and there were no objections:
 - 222673** **1 Breewood Cotts, School Lane**
Demolition of existing garage and erection of side and rear extensions
 - 222443** **16 Pattinson Walk**
Proposed garage conversion
 - 222464** **Thatch Cottage, Green Lane**
Installation of solar panels on existing tarmac tennis court

It was unanimously agreed to comment on the following application:

 - 222668** **Thorncroft, Nayland Road**
Increase fence height to 1.52m (retrospective)
 - i. The fence has been put up along the boundary line of the property, and therefore if hedging is planted along the front of it then this will be on land that the applicant does not own.
 - ii. Should hedging be planted on the verge owned by Highways, then this will interfere with the proposals for a new footway and cycle lane provision as part of the new development (planning application 213363).
 - iii. The application proposes that English Yew is to be used for the hedging. This shrub, and particularly the berries and seeds, is highly poisonous, and potentially lethal, to animals (including dogs, cats and birds) and humans. From September 2023 the A134 footway running alongside the proposed hedge will be used by many children walking to and from the new Trinity School at Chesterwell. In such a publicly accessible location non-toxic hedging is essential.
- (b) It was noted that no comments were made under Clerk's delegated powers on the following applications:
 - 222587** **Terrace Hall, Terrace Hall Chase**
Retrospective application to reposition an existing boundary fence and add a planting bed
 - 222592** **55 Coach Road**
Demolition of old garage and erection of a new single storey extension together with the formation of a double patio door to the rear dining area

- (c) It was noted that a decision has been made for the following application:
221996 Baytrees, Boxted Church Road Refuse
 Proposed garden store
- (d) The following application was received after publication of the agenda but prior to this meeting and, after consideration, no objections or comments were raised:
222816 Revdor, 51 Coach Road (expires 01/12/2022)
 Proposed two storey side extension, rear extension and detached cartlodge
- (e) **It was unanimously agreed** to delegate powers to the Clerk, in consultation with Cllr Sudbery, to make the Council's response to the proposed East Anglia GREEN Project.

22/90 Highways

- (a) Cllrs Arnold and Mead met with Cllr Laws and the Community Neighbourhood Services Team regarding the footpath along the A134. It was reported that since the meeting, the footpath along the front of one property has been cleared and restored to its original width. The footpath further along remains uncleared. The Clerk will send a reminder invoice to the property on the A134 for the hours the Village Warden had spent cutting back a hedge on their property overhanging the footway.
- (b) A resident contacted the Clerk to report that in mid-October a tractor destroyed several reflective safety posts when cutting back a hedge outside a property on a dangerous bend along Old House Road and they are in consultation with Essex Highways to get the safety posts replaced. The Clerk will make Cllr Lewis Barber aware of the situation.
- (c) The leak on School Lane originally reported by the Village Warden was caused by a leaking boundary box and has now been fixed.
- (d) Cllr Arnold reported that Essex Highways have advised they have no record of any serious collisions at the Boxted Road/A134 junction. Cllr Arnold will forward photographs of a serious collision at the location to Cllr Barber. The leak on the A134 under the A12 bridge has reappeared and Cllr Barber is providing updates on the work being undertaken to fix it. The Clerk is to report to Cllr Barber that the footway along the A134 between Coach Road and Ivy Lodge Road is now in even worse condition.

22/91 Village Hall

- (a) The Village Hall Booking Manager's recent report was noted and several hirers have made positive comments regarding the new Village Hall Caretaker.
- (b) **It was unanimously agreed** to increase the Village Hall Caretaker's working hours to 10 hours per week from 1st November 2022, as it now includes the regular cleaning of the Village Hall.
- (c) Two quotes for the annual maintenance of the fire alarm and emergency lighting system were considered (three companies contacted did not provide a quote). **It was unanimously agreed** to accept the contract from Tendring Telecoms & Security Systems.
- (d) **It was unanimously agreed** to purchase a First Aid Refill Kit (BS8599-1:2019 compliant) at a maximum cost of £25.00 for the First Aid box at the Village Hall.

- (e) The Village Hall electrics will be inspected at the beginning of December.
An electrician has attended the hall to look at the lights that are not working on the front of the building. The Clerk is awaiting quotes.
The Clerk will chase Electrical Testing for a quote regarding more lighting in the Village Hall car park.
The Clerk will ask the Caretaker for an update on the guttering.

22/92 Public Spaces

- (a) Many residents reported that on Saturday 15th October, as many as 50+ teenagers held a large party on the Jubilee Green until past 3am. The police were called but did not attend. One resident cleared up the mess that had been left, including glass bottles and drugs paraphernalia, the next morning. The Clerk has reported this to the PCSO for the area. There has been no report of anti-social behaviour since, so it is hoped that this was a one-off.
There have also been reports of drug use and possible dealing taking place on the Jubilee Green recently, particularly from residents of Braeburn Road. The Clerk has notified the Neighbourhood Services Team and is recording all details.
- (b) This item was deferred to the next meeting as Cllr Taverner was not present.
- (c) **It was unanimously agreed**, in principle, to replace the notice board outside the primary school. The Clerk is to notify the school of the plans and see if there are any grants or locality budgets available.

22/93 Christmas Tree Festival

It was unanimously agreed that the Parish Council enter a tree in the Christmas Tree Festival at All Saints' Church, and Cllr Arnold will purchase an artificial tree at a reasonable cost if necessary.

22/94 Clerk's Report

- (a) The Clerk's report including a list of resolutions agreed at earlier Parish Council meetings and any progress to date was noted.
- (b) **It was unanimously agreed** that the Clerk has satisfactorily completed the six-month probation period and new clerk training courses with EALC, and therefore will receive a salary increase from 1st November 2022, in accordance with the contract of employment.
- (c) **It was unanimously agreed** to implement the new pay award (including annual leave entitlement) agreed by the NJC and released by the National Association of Local Councils (NALC).

22/95 Village Warden

This item was deferred to the next meeting.

22/96 Date of Next Meeting

The next ordinary meeting of the Parish Council will be on Monday 5th December 2022 at 7.30pm in the New Village Hall, Tile House Lane.

The Chairman closed the meeting at 9.06pm