



GREAT HORKESLEY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON MONDAY 16 JANUARY 2023
IN THE NEW VILLAGE HALL AT 7.30PM

Those present:

Cllr M Mead (Chairman)
Cllr C Arnold (Vice Chairman)
Cllr L Williams
+ 5 members of the public

22/112 Chairman's Welcome

The Chairman thanked everybody for attending the meeting and also thanked Liz Taverner for her time serving as a Councillor for Great Horkesley, noting that the Council had received her resignation.

22/113 Apologies and Reasons for Absence

Apologies were received and noted from Cllr Baker.
Apologies were received and accepted from Cllr Sudbery due to work commitments.

22/114 Declaration of Interests

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

22/115 Minutes of Previous Meetings

The minutes of the Ordinary Meeting of the Council held on Monday 5th December 2022 were approved and signed as a true and accurate record after one minor amendment to the wording of item 22/103 ('flooding' was replaced with 'water issues').

22/116 Have Your Say – Public Open Forum

One resident said they had been told that the planning application for the Manor Development may go to the Planning Committee at Colchester City Council as early as 2nd February. Cllr Arnold confirmed that the Parish Council do not attend the committee meeting and advised that the resident should contact City Cllr Laws about attending.

A Planning Manager from Barratt David Wilson Homes attended the meeting as a member of the public and confirmed that all the statutory consultees had now responded and so it will be going to the Planning Committee soon.

22/117 The Manor Development

The Parish Council had not received any further updates on the Revised Planning Application 213363 prior to this meeting. Identifying possible projects for S106 funding was deferred to the next meeting once indicative figures have been received.

22/118 Reports from Members and Officers of Other Authorities

City Cllr Laws reported that he had taken Colchester City Council's Chief Executive Officer, Pam Donnelly, on a site visit along the A134 to highlight some of the current issues.

Cllr Arnold reported that road sweeping has still not taken place through the village, and this will be chased by Cllr Laws.

22/119 Finance

- (a) The Statement of Accounts as at 31st December 2022 were noted and Cllr Williams checked that the balances reconciled with those shown on the December bank statements and signed to confirm this.
- (b) **It was unanimously agreed** (proposed Cllr Mead) to approve payments for November and December 2022 in accordance with the 2022-23 budget.
- (c) The draft minutes from the Finance Committee meeting held on Monday 9th January were noted. It was also noted that the Third Quarter Accounts for the 2022/23 financial year have been reviewed and approved by the Finance Committee.
- (d) **It was unanimously agreed** (proposed Cllr Arnold) to keep the Savings Account with Barclays open and use it to hold reserves, when necessary. Members named as signatories on the Barclays account will need to keep their login details to ensure that money can be moved out of the account when needed.
- (e) The Parish Council's current account switch to Unity Trust Bank has now been completed and the new online banking system is working well. The Village Hall Booking Manager is now able to view the accounts and can therefore see when payments have been received for village hall bookings. Two councillors are now required to authorise each payment once entered onto the system by the Clerk.

22/120 Budget & Precept

- (a) Members reviewed the second draft of the 2023/24 Budget as recommended by the Finance Committee and a third draft showing some additional amendments by the Clerk/Responsible Financial Officer, both of which were circulated prior to the meeting. The Clerk reported that a zero-based budgeting approach was used this year and all predicted income and expenditure was individually checked and justified, rather than being based on past spending.
The Chairman thanked the Clerk for all the work put in to produce the budget.
It was unanimously agreed (proposed Cllr Arnold) to approve the third draft of the 2023/24 Budget.
- (b) Based on the budget approved in item 22/120 (a), the precept for the 2023/24 financial year was discussed.
It was unanimously agreed (proposed Cllr Arnold) that the precept for 2023/24 be set at £42,232. The amount per Band D property will therefore be £39.70 per house, per annum which is an increase of 2.29% (£0.89) on the previous year.

22/121 Planning Applications

- (a) The following applications were considered:

223126	Land South of, Ivy Lodge Road	(expires 24/01/2023)
<i>Two new build houses with ancillary outbuildings and new shared highway access</i>		

It was unanimously agreed (proposed Cllr Arnold) to comment on this as follows:
Recognising that the field has been taken into the village envelope as part of the Local Plan review, Great Horkesley Parish Council previously put forward the suggestion that when the inevitable planning application came, the applicant should be asked to provide footway within the existing adopted highway to link the site to the existing Ivy Lodge Road footway. Apart from enabling the new residents to walk safely to bus stops, the village green, Bishop William Ward School and village hall, the consequent narrowing of the carriageway to a single lane with priority working would bring with it a dramatic reduction in vehicle speeds on a stretch of road which our local Speedwatch team reported as having the worst level of compliance with a 30mph limit in the village.

Members were advised that, if approved, this application would generate a community contribution of £5,335.26, and were asked which community project they would like to align this developer's contribution towards.

It was unanimously agreed (proposed Cllr Arnold) to align this developer's contribution toward new lighting for the Village Hall car park, to significantly improve public safety in the area and ensure that lighting used is energy efficient.

223167 **South Lodge, Nayland Road** **(expires 19/01/2023)**
Extensions and alterations to existing dwelling utilising existing vehicular access
It was unanimously agreed (proposed Cllr Arnold) to support this application.

223104 **Littlegarth School, Horkesley Park** **(expires 20/01/2023)**
Proposed new pavilion
 No comment to be made.

(b) It was noted that the following planning applications had been received, but no comments were made under Clerk's delegated powers:

223080 **Meadow Barns, London Road**
Single storey side extension
222316 **108 Keelers Way**
Garage conversion to proposed snug with proposed porch to front elevation

(c) It was noted that decisions have been made for the following applications:

222832 **Nevard House, Nevard Lane** **Approve Conditional**
Proposed pool pavilion, pool and plant room

222463 **12 Malvern Way** **Approve Conditional**
Single storey front extension (includes demolition of existing front lobby)

222816 **Revdor, 51 Coach Road** **Refuse**
Proposed two storey side extension, roof extension, front dormer, single storey rear extension and detached garage/cartlodge to rear garden

222443 **16 Pattinson Walk** **Approve Conditional**
Proposed garage conversion

222464 **Thatch Cottage, Green Lane** **Approve Conditional**
Installation of solar panels on existing tarmac tennis court

222673 **1 Breewood Cottages, School Lane** **Approve Conditional**
Demolition of existing detached garage and erection of side and rear extensions

222394 **Bucks, London Road** **Approve Conditional**
New garden shed

221889 The Red House, Nayland Road Approve Conditional
Erection of extension to the back of the existing house and pool

(d) The following application was received after publication of this Agenda but prior to the meeting:

230036 Thorncroft, Nayland Road (expires 02/02/2023)
Patio and window

No comment is to be made by the Clerk under delegated powers.

City Cllr Laws joined the meeting.

22/122 Highways

The '20 is Plenty' campaign was discussed, and members felt that there are currently no roads in Great Horkesley that would be suitable for reduction to a 20mph limit.

The Council resolved to not join the campaign.

22/123 Village Hall

(a) The Clerk reported that four contractors had been asked to quote for replacing and upgrading the external lights on the Village Hall but only two had visited the site and provided a quote. Taking into account the urgency of the work, the Council resolved to set aside the requirement for three estimates to be considered (Standing Orders ref 5 a xxiii).

The two quotes received were reviewed and **it was unanimously agreed** (proposed Cllr Mead) to engage **TTSS** to carry out the work.

(b) The Clerk reported that four contractors had been asked to quote for replacing the internal emergency light units at the Village Hall that failed to meet the test requirements, but only two had visited the site and provided a quote. Taking into account the urgency of the work, the Council resolved to set aside the requirement for three estimates to be considered (Standing Orders ref 5 a xxiii).

The two quotes received were reviewed and **it was unanimously agreed** (proposed Cllr Mead) to engage **TTSS** to carry out the work.

(c) Grant applications for the Platinum Jubilee Village Hall Fund are now open. The Clerk will look at applying for a grant if eligible.

22/124 Public Spaces

(a) Five estimates for a new notice board to be located outside the primary school were reviewed.

It was unanimously agreed (proposed Cllr Mead) to purchase a post mounted notice board, with a header, in the colour green, for a cost of up to £1,150 +VAT.

(b) The Clerk reported that someone from Colchester Borough Homes has provided a thorough explanation as to how streetlighting is currently charged to Parish Councils. Colchester City Council have an unmetered supply agreement with UK Power Networks and this bill is then split between the ten parishes and car park areas on a pro rata basis, depending on the number of streetlights assigned to them on the asset register. The asset register does not take into account whether lights are LEDs, and it is very likely that the asset register does not accurately reflect the streetlight assets held by each organisation as it has not been updated for many years. Therefore, this is a complex problem to resolve. The Clerk will try to find another council that has their own unmetered supply

agreement directly with UK Power Networks, to see how it works and whether it would be feasible for Great Horkesley to do the same.

- (c) The Clerk reported that a Neighbourhood Services Warden from Colchester City Council has recently patrolled the area between the primary school and preschool on Coach Road, and one morning cleared three lots of dog fouling from the area. They put up more signs to encourage people to clean up after their dogs and suggested that people seem to take more notice of posters designed by local children. The Clerk has contacted the Headteacher of the primary school who is keen for the school to be involved. Cllr Laws suggested that asking for more information on those responsible for the fouling on Facebook or in the village news may also help.

22/125 Councillor Code of Conduct

It was **unanimously** agreed (proposed Cllr Arnold) to adopt the LGA Model Code of Conduct for Councillors with immediate effect, as recommended by the Monitoring Officer at Colchester City Council.

22/126 Clerk's Report

The Clerk's report for December 2022 was noted and there were no questions. The Clerk reported that Horkesley Village FUNraisers have requested £200 to cover the shortfall in the cost of printing the January issue of the Village News. It was noted that as it was previously agreed to support the FUNraisers financially until the end of the 2022/23 financial year (item 22/72 (d)), the Clerk will pay the requested amount under delegated powers and remind them that a grant application will need to be submitted for any support next year.

22/127 Village Warden

This item was deferred to the next meeting.

22/128 Date of Next Meeting

Dates for the next meetings were confirmed as follows:

Monday 6th February

Monday 20th March

Monday 24th April

Tuesday 9th May (Annual Parish Council Meeting)