



GREAT HORKELESLEY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 17TH MARCH 2025
IN GREAT HORKELESLEY NEW VILLAGE HALL AT 7.30PM

Those present:

Cllr Arnold (Chairman)	Cllr Baker
Cllr Banks	Cllr Burns-Langton
Cllr Jarvis	Cllr Mead
Cllr Sudbery	Cllr Tempest

In attendance:

Cllr S Naylor

25/123 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

25/124 Apologies and Reasons for Absence

All members were present.

25/125 Declaration of Interests

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

25/126 Minutes of Previous Meeting

- (a) The minutes of the Parish Council Meeting held on 20th January 2026 were approved and signed as a true and accurate record.
- (b) The minutes of the Extraordinary Parish Council Meeting held on 9th March 2026 were approved after an amendment to the title was agreed.

25/127 Have Your Say – Public Open Forum

No members of the public were present.

25/128 Local Government Reform

Councillors confirmed that, copies of correspondence between a resident and the Chairman having been distributed to members prior to the meeting, the Council does not wish to pursue the matter raised.

25/129 Reports from Members and Officers of Other Authorities

Cllr Sara Naylor, Ward Councillor for Lexden and Braiswick since 2022, introduced herself to the Council, stating that she is very passionate about keeping what is special about our villages as they are all distinct communities.

Cllr Arnold gave an update on the MAG10 group. He had a very useful site meeting with Chris Gant, Highways Flooding Investigation Officer, recently. They visited Ivy Lodge Road where storm-water from the carriageway pours into two residents' gardens, the eastern end of School Lane where it meets The Causeway, the western end of School Lane where it meets London Road, and Manor Close, where the Highway Authority has since established that the pipes connecting

the drains to the Nayland Road ditch have become blocked. For the flooding on Tog Lane, a scheme has been drawn up to fix the issue but has yet to be funded.

Cllr Sudbery reported that the application for the Development Consent Order for the pylon proposal is currently being considered by the Planning Inspectorate and nothing is expected to be heard until August. The process is very complex, and the documentation library is huge and not very user friendly. At the initial stage of consultation, the Parish Council requested a specific site visit to the more rural end of the village, which was not visited previously. It was also asked for more focus to be given on the issue of construction traffic being directed through the village.

Cllr Mead updated Councillors on items discussed at the most recent CALC meeting.

25/130 Finance

- (a) The Statements of Accounts as at 31st January 2026 and 28th February 2026 were noted, and Cllr Sudbery, who is not a bank signatory, checked and signed to say that balances reconciled with those on the January and February bank statements and carried out a spot check of the bank reconciliation.
- (b) The January and February payments lists were approved and signed in accordance with the 2025/26 Budget.
- (c) **It was unanimously agreed** (proposed Cllr Jarvis, seconded Cllr Burns-Langton) to subscribe annually to CouncilWise at a cost of £150 for the year, in order to receive a 20% discount on their training courses and one-to-one support for clerks and councillors. This will be allocated to Training (Code *) within the accounts. In light of this, renewing the annual subscription to EALC will be carefully considered when it falls due.
- (d) **It was unanimously agreed** (proposed Cllr Arnold) to renew the annual subscription with RCCE at a cost of £107.50.
- (e) It was noted that the internal audit is booked for 20th May 2026.

25/131 Planning

- (a) The following Planning Application was discussed and no member wished to make any representation to the Planning Authority.

260245	Land to the South West of Holly Nook	(expires 20/03/2026)
	<i>Erection of a timber-clad outbuilding for land maintenance storage</i>	

- (b) It was noted that decisions have been made on the following Planning Applications:

251595	Land to the East of Nayland Road	Approve Conditional
	<i>Application for approval of reserved matters following approval 230625</i>	

252754	3 Tithe Courtyard, London Road	Approve Conditional
	<i>Installation of air conditioning unit</i>	

252723	Knowles Cottage, London Road	Approve Conditional
	<i>Alterations to internal layout and removal of former annexe entrance</i>	

252469	The Crescent	Approve Conditional
	<i>Erection of one detached chalet bungalow</i>	

252410	Holly Lodge Farm, Holly Lane	Approve Conditional
	<i>Construction of agricultural machinery store</i>	

- (c) Prior to the meeting, members had seen emails between the Chairman and Mark Healy (Colchester City Council Community & Partnerships Officer), regarding developers' contributions for speculative planning enquiries. Cllr Arnold has requested a meeting both to discuss the proposal mentioned in the email and to explore whether there is a better way of engaging with the Parish Council on relevant applications.
- (d) There were no reports of any other new Planning matters.

25/132 Highways

- (a) **It was unanimously agreed** (proposed Cllr Arnold) to write to the Head of Essex Highways to draw attention to the exceptional deterioration of Coach Road between Old House Road and Westwood Park and request that urgent action be taken to restore the road to a safe condition.
- (b) The Clerk will seek an update from Teresa Tudge regarding clearing the footpath along the A134 and will also chase the repainting of the mini roundabouts on the A134. The Clerk will ask the Village Warden to cut back the tree covering the roundabout sign outside The Bungalow on the A134 near to Coach Road.

25/133 Village Hall

- (a) *Cllr Arnold left the room.*
It was unanimously agreed (proposed Cllr Burns-Langton, seconded Cllr Tempest) that as a goodwill gesture, on this occasion only, the Parish Council will pay 50% (up to a maximum cost of £75) towards repairs to a tapestry owned by the WI, that was damaged whilst hung on the wall in the main hall. The WI will also be reminded that the main hall is constantly used by many members of the public, and if they wish to rehang the tapestry in the main hall, then this will be at their own risk, and the Parish Council shall not contribute towards any repairs that may be required in the future. Members also recommend that a Perspex type material is used for the new frame rather than glass if the tapestry is to be rehung, as it is safer.
Cllr Arnold rejoined the meeting.
- (b) **It was unanimously agreed** (proposed Cllr Arnold) to accept the quote for £320 from Inside Electrical to install an external light at the Village Hall, as budgeted for in the 2026/27 budget. The work will be carried out in April.
- (c) There were no reports of any other urgent matters regarding the Village Hall.

25/134 Jubilee Green & Public Spaces

There has been no further update regarding the transfer of ownership of the Jubilee Green. The Council is still waiting to hear back following the application to Fields in Trust. The grass has been cut recently by the current CCC contractor, but a new contractor will take over from 1st April. Cllr Banks will check that CCC will continue to be responsible for cutting the grass until the transfer of ownership is complete.

25/135 Communications Strategy

Members discussed measures to be taken to improve residents' awareness of the Council's objectives and progress being made towards achieving them. The two main online sources for communicating with residents are the Parish Council Facebook page and website, and it is important to keep these updated with necessary information.

It was unanimously agreed (proposed Cllr Jarvis) that going forward there will be a standing item at the end of each agenda for members to agree which important points of the meeting should be highlighted on the Council's Facebook page. After each meeting the Clerk, in consultation with the Chairman or another member of the Council, will agree the specific wording to be used in the social media post, being careful not to overpromise and underdeliver. These highlights will also be mentioned in the Clerk's report in the quarterly Village News.

It was further agreed that the highlights from this meeting will include announcing the Annual Parish Meeting date and time, raising significant concerns about the state of Coach Road, and a new light being installed on the Village Hall.

25/136 Parish Boundary

It was unanimously agreed (proposed Cllr Arnold) to ask Colchester City Council to begin the process to align the parish boundary between Myland and Great Horkesley with the A12.

25/137 Clerk's Report

- (a) The Clerk's report to date was noted, including a list of resolutions agreed at earlier Parish Council meetings and any progress to date.
- (b) It was noted that, in consultation with the Chairman, the Clerk booked the Assistant Clerk onto a course for Writing Grant Applications & Sourcing Funding, which was undertaken at the end of February. The Assistant Clerk's written report on the training session was also noted.

25/138 Village Warden

The Village Warden's report to date was noted.

25/139 Date of Next Meeting

- (a) The next meeting of the Parish Council will take place on Tuesday 21st April 2026 at 7.30pm in Great Horkesley New Village Hall.
- (b) **It was unanimously agreed** that the start of the Annual Parish Council Meeting, already scheduled for Tuesday 19th May, could be delayed in order that the Annual Parish Meeting could be held beforehand. The Chairman announced that the Annual Parish Meeting would begin at 7.00pm.

The Chairman closed the meeting at 9.28pm.