

**MARKS TEY PARISH COUNCIL**



Minutes of the Full Parish Council Meeting 9<sup>th</sup> December 2019 at 6.30 pm  
[www.essexinfo.net/marksteyparish](http://www.essexinfo.net/marksteyparish)

**PRESENT:**

**COUNCILLORS: -**

K BARKER  
A SPELLER  
A THOMAS  
M CALLEN  
R RUST  
M BAILEY  
J WOOD  
K EVANS

**IN ATTENDANCE:**

Gemma Humphries (Clerk and RFO)  
Cllr A Ellis  
X9 members of the public  
G Pirathapan (Essex Highways)  
N Pirabagaran (Essex Highways)

**2019/272 Elect a Chair**

Cllr M Bailey came forward as Chair for the meeting.  
Proposed Cllr K Barker                      Seconded Cllr M Callen

**2019/273 Apologies**

Apologies Received from Cllr A Walker were **APPROVED**  
Proposed Cllr K Barker                      Seconded Cllr M Callen

**2019/274 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests**

No interests were declared.

**2019/275 Minutes – Full Council**

Minutes from Full Council on 25<sup>th</sup> November 2019 were **APPROVED** and duly signed by the Chair  
Proposed Cllr A Thomas                      Seconded Cllr K Evans

**2019/276 Public Session**

Requested to be moved after agenda item 2019/279. This was request approved by council.

**2019/277 Report from Borough & ECC Councillors**

Andrew Ellis in attendance. Reported on the following

- Full Council meeting last week at Colchester. They declined the request for further £350k from NEGC. Request for further funds premature when response from inspectors have not been received.
- Colchester have already met their housing target without the need for Garden Communities.
- Andrew to Liaise with NP once they know requirement for Marks Tey housing in the future
- Clerk to chase CBC regarding section 106 funding and let Cllr Ellis have an update.

**2019/278 Essex Highways**

Update received from N Pirabagaran and G Pirathapan regarding the planned bridge works in North Lane.

- Work to commence 13<sup>th</sup> January
- Road will be closed 7 days a week for 6 months
- No Parking will be enforced for the duration of the works
- Pedestrians will have accesses through the duration of the works
- Diversions will be in place and advertised.
- Public can receive updates from Essex Highways / structures.
- Drawings from Essex Highways to be put on Parish Council Website by Clerk.

Council raised concerns with regard to commuters parking in the estate instead of following diversion. This can be monitored and we can request no parking enforcement to be extended to the estate via Essex Highways for the duration of the works. Council will monitor and report if required.

Concerns regarding bus replacements for the train station – the last planned bus replacement is 11<sup>th</sup> January – this is reason for start date of 13<sup>th</sup> January.

Concerns raised regarding parking enforcement not been stated as 7 days a week – this was clarified by Essex Highways stating it will be 7 days a week with parking enforcement in place for the duration.

Concerns raised regarding Lorries and non-English speaking drivers not been able to understand the signage – requested a sign with a lorry with cross through to be placed on the roundabout to stop lorries getting stuck. Essex Highways to investigate and report back.

Request for Council to write to Abellio and ask they display signage regarding restricted Parking at Marks Tey station for the duration of the works at local train stations so commuters are aware.

All requests for further updates can be sent to the Clerk at Marks Tey Parish Council and she can forward to Essex Highways alternatively residents can contact Essex Highways / structures directly.

#### **2019/279 A12 Meeting / Consultation**

Report received from Cllr J Wood. Confirmed Marks Tey Parish Council withdrew its response on the A12 consultation as there was insufficient support from community for any one route.

#### **2019/276 Public Session**

- Public reported 74 responses were gathered from A12 meeting requesting none of the routes are considered; these were submitted within the consultation period.
- Member of the public thanked Cllr J Wood for chairing the very challenging A12 meeting.
- Council thanked the member of the public for delivery of leaflets to Marks Tey publicising the A12 meeting.

#### **2019/280 Neighbourhood Plan**

Council received a report from Cllr J Wood regarding the next stages for the consultation. Cllr J Wood to discuss with office regarding work required to be actioned prior to proposed consultation start date of 18<sup>th</sup> January 2020.

#### **2019/281 Broadband**

Report received from Clerk regarding new Broadband Package with BT. Council **APPROVED** the new Broadband Package

Proposed Cllr A Thomas

Seconded Cllr K Barker

**Clerk to action**

#### **2019/282 Community Events**

Report received from Cllr Evans. Promoting Christmas Party 14<sup>th</sup> December 2 -5 pm followed by carols around the Christmas tree. Looking to set up a working group to help with the tree planting early 2020.

#### **2019/283 Budget Review**

Council received a report from clerk regarding 3 options for precept. Council **APPROVED** a precept increase of 3.737% increasing the precept to £59550.

Council approved the movement of funds from General reserves to cover the EMR as below

#### **EAR MARKED RESERVES – CURRENT**

Contingency Fund £30,000  
Playground equipment £5000  
Hall and carpark improvements £36960  
CCTV Upgrade £6230  
Soundproofing £11305  
Election fees £2500  
Hot water boiler £650

**TOTAL £92645.00**

#### **PROPOSED**

£30,000  
£23,500 (depends on CIF Grant)  
£30,000 (£1250 - 2019/2020)  
£1600 (2019/2020 spend)  
£11305 (2019/2020 spend)  
£2500  
£1000 (2019/2020 spend)

**TOTAL £99,905**

Proposed Cllr M Callen

Seconded Cllr J Wood

#### **2019/284 Planning Application 192858**

**3 Francis Court, London Road, Marks Tey Colchester CO6 1FR**

Garage conversion and extension of conservatory including upgrading of thermal elements

#### **Council Response**

No Objections

Proposed Cllr A Thomas

Seconded Cllr A Speller

**2019/285 Planning Application 192874****Chateau Wines, 89 London Road, Marks Tey Colchester CO6 1EB**

New permanent full height replacement shop windows and door

**Council Response**

No Objections

Proposed Cllr A Thomas

Seconded Cllr J Wood

**2019/286 Planning Application 192875****89 London Road, Marks Tey Colchester CO6 1EB**

New permanent retail signage and fascia board including lighting and illuminated projecting sign

**Council Response**

No objection providing, they adhere to Highways comments.

Proposed Cllr A Thomas

Seconded Cllr M Callen

**Council approved extension to meeting as reached 2 hour mark.**

Proposed Cllr J Wood

Seconded Cllr A Thomas

**Members of the public had left prior to next confidential agenda item****2019/287 Staffing Issue**

Council received a report from the Clerk regarding up date on current situation. Council agreed for the matter to be referred to the staffing committee as early as possible in New Year.

Proposed Cllr K Barker

Seconded Cllr A Thomas

**2019/288 Finance**

- 1) The Council noted the Bank Reconciliation and Receipts and Payments as at 31 October 2019 checked by Cllr Barker prior to the meeting.
- 2) The Council noted the content of the hall hires debtor list.
- 3) Council noted budget progress
- 4) The Parish Council noted the following accounts for payment: -

Date	Reference	Payment type	Payee	Reason	Total
18/11/2019		Direct Debit	Nest Pensions	Staff pensions	£165.81
28/11/2019		Direct Debit	Southern Electric	electric November	£692.77
28/11/2019		Direct Debit	CBC	Street lighting charge	£653.03
07/11/2019		Direct Debit	HMRC	VAT	£1,177.56
01/11/2019		Direct Debit	Anglia Water	water rates	£118.50
01/11/2019		Direct Debit	CBC	Rates	£1,105.00
28/11/2019	CHQ SIGNED & POSTED	6619		Sound Service oxford - door sound proofing kit	£119.94
09/12/2019		6620	Colchester Skip	refuse collection	£146.23
09/12/2019		6621	Phil Jowers	millennium garden maintenance	£66.50
09/12/2019		6622	RCCE	NP Training session	£20.00
09/12/2019		6623	Viking	office stationery	£94.62
09/12/2019		6624	Essex Supplies	janitorial supplies	£290.70
09/12/2019		6625	Guildhall Services	toilet repairs and grass cutting	£234.00
09/12/2019		6626	Buzz Connex	broadband service	£52.80
09/12/2019		6627		K GLAZING - Annexe window repairs	£316.80
09/12/2019		6628	Kate Evans	Christmas lights re-imburement	£292.66
09/12/2019		6629	Viking	Office Stationery	£44.90
09/12/2019		6630		top flite - external cleaning	£672.00
09/12/2019		6631	Rialtas Business Solutions Ltd	VAT Licence	£70.80
09/12/2019		6632	Brigitte Taylor	travel expenses	£36.40
09/12/2019		6633		GEMMA HUMPHRIES - - Travel expense and staff refreshments	£40.88
09/12/2019		6634	Modicum Planning	NP Consultant	£1,200.00
09/12/2019		6635	J&M Payroll	DEC PAYROLL	£5,738.30

The Parish Council noted that the following Hall Hire Damage Deposits had been made since the November Full Council Meeting.

177	£100.00	12-15/11/19	01/10/2019	04/12/2019
178	£100	13/11/2019	11/11/2019	04/12/2019
179	£50	17/11/2019	21/10/2019	04/12/2019
180	£50	17/11/2019	26/11/2018	04/12/2019
181	£100	24/11/2019	09/10/2019	10/12/2019
182	£50	30/11/2019	20/05/2019	10/12/2019
183	£50	30/11/2019	28/10/2019	
184	£100	03/12/2019	18/11/2019	
185	£100	07/12/2019	11/10/2019	
186	£100	07/12/2019	20/11/2019	
187	£100	08/12/2019	09/08/2018	

Council **APPROVED** all of the above  
Proposed Cllr J Wood                      Seconded Cllr A Thomas

**2019/289 Information exchange, Clerk report and Correspondence Folder**

**a) Chair Report**

No Chair report

**b) Clerk Report**

Clerk reminded Councillors that the deadline for Newsletter articles is 2<sup>nd</sup> January; to enable the office to prepare a draft ready for Full Council in January.

**2019/290 Chair to close Meeting**

Meeting Closed 9pm