

Great Tey Parish Council

Agenda for the
Parish Council Meeting
Held at
Great Tey Village Hall
dated
Tuesday 21st July
2026
at 7.30pm



Great Tey Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting being held at Great Tey Village Hall, on Tuesday 21st July 2026 at 7.30pm. Members of the press and public are welcome to attend.

Agenda

Chairman's Welcome and Meeting Notice: The Chair reminds all present that debate should be conducted respectfully, through the Chair, and in accordance with the Council's Standing Orders. Members of the public are reminded that only the Public Participation item permits public speaking unless otherwise invited by the Chair. For the purpose of assisting with the preparation of the minutes, the meeting will be audio recorded by the Parish Clerk.

- 1. Apologies for Absence:** To receive and approve apologies for absence.
- 2. Declarations of Interest:** To receive any declarations of pecuniary or non-pecuniary interests relating to items on the agenda.
- 3. Co-option of a Parish Councillor:** To receive and consider applications for co-option to the Parish Council following the casual vacancy and to resolve upon an appointment.
- 4. Public Participation (15 Minutes):** To receive questions and comments from members of the public.
- 5. Report from the County Councillor (10 Minutes):** *To receive an update from the County Councillor.*
- 6. Report from the City Councillor (10 Minutes):** *To receive an update from the City Councillor.*
- 7. Minutes:** To approve the Minutes of the Parish Council Meeting held on 16th June 2026.
- 8. Action Points:** To review outstanding actions and receive updates on actions completed between April and July 2026.
- 9. Accounts:**
 - a) To receive and approve the Bank Reconciliation for June 2026 and to be signed by two non-banking signatories.
 - b) To review and approve the Payment Schedule for July 2026 and to be signed by two non-banking signatories.
 - c) Quarter 1 Budget Review: The Council are to review the Budget Review for Quarter 1 2026/2027.
- 10. Internal Audit Responses:** To consider the findings of the Internal Audit and determine any necessary actions.
- 11. Planning:**
 - a) **Applications Received:** To consider planning applications received since publication of the previous agenda, including:

Application No.	Address	Proposal
261109 23/06/2026	Teybrook Farm, Brook Road, Great Tey Colchester CO6 1JE	Erection of Dutch Barn - partial open sided to cover muck storage.

- b) **Planning Determinations:** To note planning decisions received from the Local Planning Authority.
- 12. Increase Council Member Numbers:** To consider whether increasing the number of Parish Councillors is feasible and, if so, the reasons for doing so.
- 13. Litter Pick 12th September:** To consider and agree the arrangements for the Litter Pick.
- 14. RoSPA Playground Inspection:** The Parish Clerk is to provide an update.
- 15. Playground Inspection Training:** The Parish Clerk is to provide an update.

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16. Grounds Maintenance Contract:

- a) The Council are to discuss and consider arrangements for a new three-year ground's maintenance contract.
- b) The Council are to consider temporary grounds maintenance arrangements for the period July to September 2026.

17. Weed Control: To consider whether weed control should be included within the Grass Maintenance Contract, following a quotation from the current grass cutting contractor, or whether the work should be undertaken as a one-off maintenance project.

18. Parish owned Hedge, Brush, Scrub and Foliage Maintenance: To consider and determine whether to instruct maintenance on a six-monthly basis.

19. Allotment Composters: Cllrs C. Hill & Y. Marriott to provide an update.

20. Allotment Tenancy Agreement: Cllrs C. Hill & Y. Marriott and the Parish Clerk are to provide an update.

21. Old Playing Field: Cllr T. Frances & the Parish Clerk are to provide updates following meeting with a resident of The Chase.

22. Old Playing Field Access Properties on Brook Road: The Council are to discuss and determine access of the Old Playing Field from properties on Brook Road.

23. Bench Installation: The Council are to determine the purchase and feasibility of installing a bench on the corner of Chrismund Way/Greenfield Drive, should highways grant the license request from Essex Highways.

24. Tree Survey: The Council are to discuss and determine the instruction of a Tree Survey on Parish Council land.

25. Reports from Amenities Representatives:

- Litter
- Trees
- Internal Controls
- Playground
- Allotments
- Footpaths

26. Clerk's Report: To receive the Clerk's report, including updates on correspondence, completed actions and matters for future consideration.

- Unity Trust account transition.
- Submission of the Internal Audit to PKF Littlejohn.
- Footpath Adjacent to Earls Colne Road & Chappel Road
- Footpath opposite Village Hall
- Essex Way: I have liaised with the organiser and advised that, as a courtesy, permission should be sought from the Parish Council before using Parish Council land for marquees or other temporary structures.

27. Councillors' Reports: To receive reports from Councillors and identify matters for inclusion on future agendas.

28. Date of Next Meeting: To note that the next Parish Council Meeting will be held on Tuesday, 15th September 2026.

Closure

Lynsey Ritchie-Fagg: Parish Clerk & RFO

16th July 2026