Great Tey Parish Council

Agenda for the
Parish Council Meeting
Held at
Great Tey Village Hall
dated
Tuesday 17th November
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 17th November 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 note apologies for absence received from Members and, where applicable, to consider and approve any reason for absence in accordance with *Section 85(1) of the Local Government Act 1972*.

2. **Declarations of Interest:** To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or non-registerable interests relating to items on the agenda. *Localism Act 2011, Sections 27–34, and the Council's adopted NALC Model Councillor Code of Conduct.*

3. **Minutes:** To consider and approve the Minutes of the Parish Council Meeting held on 20th October 2026 as a true and accurate record of the proceedings, and to authorise the Chair to sign the Minutes accordingly. *Local Government Act 1972, Schedule 12, Paragraph 41.*

4. **Public Participation *(15 Minutes):*** To invite members of the public to raise questions, make comments, or bring matters to the attention of the Parish Council. *Local Government Act 1972, Schedule 12, Paragraph 29.*

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. **Planning:** To consider and make representations on planning applications received by the Parish Council.

a) **Applications Received:** *To consider planning applications received since publication of the previous agenda.*

Application Ref.	Date Registered	Site Address	Description of Development
261888	22/10/2026	1 Greenfield Drive, Great Tey Colchester CO6 1AA	First Floor Front extension and two storey rear extension, new pitched roof to existing garage and new wall to front boundary.

b) **Planning Determinations:** To note planning decisions received from the Local Planning Authority.

8. **Accounts:**

a) **November 2026 Bank Reconciliation:** Two non-banking signatories are to sign the approved Bank Reconciliation from September & October 2026.

b) **November 2026 Payment Schedule:** Two non-banking signatories are to sign the November 2026 Payment Schedule.

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

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

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

PRIVATE AND CONFIDENTIAL – EXCLUSION OF PUBLIC: To resolve that, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for the following item(s) of business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

12. **Allotments – Site Maintenance, Improvements and Tenancy Matters:** Cllrs N. Goodman & Y. Marriott to open the following discussion and for the Council to consider the following matters relating to the allotment site, with the intention of ensuring that necessary maintenance and improvement works are undertaken by the Parish Council to provide all tenants with a consistent and fair starting position for the current allotment tenancy year.

a) **Perimeter Fencing and Gate Post:** To discuss the deteriorating condition of the perimeter fencing adjacent to Plots 5, 10, 15 and 20, together with the damaged and unstable gate post, and agree any necessary repairs, replacements, actions and responsibilities.

b) **Overhanging Trees and Vegetation Management:** To discuss the maintenance of overhanging trees along the allotment boundary, including minor canopy raising works, together with the clearance of brambles and vegetation to assist with the identification of animal ingress points, and agree any necessary actions and responsibilities.

c) **Boundary Fence Breaches and Animal Ingress:** To discuss the reported breaches in the allotment boundary fencing, particularly the damaged section between Plot 1 and the neighbouring property, and agree any necessary remedial works, actions and responsibilities to prevent further animal ingress.

d) **Allotment Plot Identification:** To discuss the provision and installation of suitable plot identification markers or numbered tags and agree any necessary actions, expenditure and responsibilities.

e) **Drainage Ditches and Safety Measures:** To discuss the condition of the drainage ditches adjacent to the allotment entrance, including the potential installation of protective barriers to reduce the risk of slips and falls, together with the clearance of the existing culvert, and agree any necessary actions and responsibilities.

f) **Public Right of Way Signage:** To discuss the provision of an additional Essex Way directional marker towards The Chase to improve wayfinding and discourage unauthorised access through the allotment site, and agree any necessary actions and responsibilities, including liaison with the relevant authority.

g) **Allotment Tenancy Request – Applicant Residing Outside the Parish:** To consider a further request received from an applicant residing outside the parish for the allocation of a double allotment plot, taking into account the Council's existing allotment tenancy arrangements, availability of plots and any applicable allocation criteria, and agree any necessary actions and responsibilities.

13. **Budget Review 2027/2028:** To receive, review and consider the Parish Council's proposed budget for the financial year 2027/2028, including anticipated income and expenditure, ongoing financial commitments, proposed projects and the allocation of reserves, and to agree the budget requirements for the forthcoming financial year.

14. **Precept Demand 2027/2028:** To consider and determine the Parish Council's Precept requirement for the financial year 2027/2028, taking into account the agreed budget, anticipated income, available reserves and the financial implications for local taxpayers, and to formally approve the Precept amount to be submitted to Colchester City Council.

Closure
Lynsey Ritchie-Fagg: Parish Clerk & RFO
11th November 2026