



THAXTED PARISH COUNCIL

The Community Hall
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You are hereby summoned to attend an Extraordinary Meeting of the Open Spaces and Assets Committees to be held at The Community Hall on Friday 15th August 2025 at 19:00.

Open Spaces Committee Members:

- Cllr Terry Frostick (Chair)
- Cllr Jenna Perkins (Vice Chair)
- Cllr Robert Silver
- Cllr Victoria Knight
- Cllr Tom Breen
- Cllr Theresa Egan

Assets Committee Members:

- Cllr Robert Silver (Chair)
- Cllr Jenna Perkins (Vice Chair)
- Cllr Victoria Knight
- Cllr Ray Williams

Signed:

Dena Oxley

Clerk & RFO

Date: 5/8/25

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members to declare any disclosable pecuniary interests or other interests in items on the agenda.

3. PUBLIC PARTICIPATION

A period not exceeding 10 minutes for members of the public to address the meeting on matters relating to the business on the agenda.

4. MINUTES

Resolved to approve the minutes of the last combined meeting of 21st February 2025.

5. PARK STREET CAR PARK - HEIGHT BARRIER INSTALLATION

To consider the installation of a height restriction barrier at the Park Street car park, with a view to managing vehicle access and preventing inappropriate use by larger vehicles while ensuring continued accessibility for legitimate users.

6. CAR PARK CAPACITY - REVIEW AND CONTRACTOR ENGAGEMENT

To consider options for optimising parking capacity within the Park Street car park, working with the contractor to explore practical solutions and recommendations for future improvements.

7. TREE AND IVY MAINTENANCE AT THE COACH PARK

To review the condition of the trees surrounding the coach park, some of which are becoming overgrown and encroaching on telegraph poles, walls and fences and to consider arranging appropriate maintenance to ensure they remain safe, tidy, and in good order.

8. 4-YEAR PLAN – NEW INCLUSION SUGGESTIONS AND REVIEW

8.1 COACH PARK EXTENSION - To consider renewing the existing planning permission for the approved coach park extension, and to propose that the extension project be formally included in the council's 5-year plan for future delivery.

8.2 TO NOTE ESSENTIAL ADDITIONS, Replacement shutters for Community Hall, replacement doors for outside toilets.

8.3 TO CONSIDER APPROVE AND ADD FURTHER ASSETS & OPEN SPACES ADDITIONS

9. OPERATIONAL MAINTENANCE PROCEDURE

To consider establishing a procedure whereby requests for inclusion of items on the ongoing operational maintenance programme shall be made via the Chair of the Assets Committee, and subsequently managed by the Clerk.

10. "20S PLENTY" STICKERS

To discuss the placing of the "20s Plenty" stickers throughout the town.

11. WATER FOUNTAIN AT THE REC

To discuss placing a drinking water fountain at the Recreation Ground.

12. CAR PARKS MANAGEMENT

To carry out investigations into suitable car park management and regulation for all the Council's parking sites.

13. COMMUNITY ORGANISATION - FREE HIRE CONSIDERATION

To consider whether to recommend to the Finance Committee that, in recognition of their valuable contribution to the community, certain Thaxted Based Organisations should be granted free hire of the Recreation Ground for their annual event.

14. PLAYGROUND EQUIPMENT ENHANCEMENT - THE REC

To consider the replacement or addition to the existing playground equipment at the Recreation Ground with facilities suitable for older age groups. The committee is asked to discuss the potential to add, or replace some existing, playground equipment which currently caters mainly to very young children, with new facilities designed to provide recreational opportunities for older children, teenagers, and young adults, ensuring the space better serves a wider range of residents.

15. TREE AT QEII GARDENS

To consider replacing the now dead memorial oak tree and approve the replacement of either another variety of tree or a more permanent statue style memorial solution.

16. PLANTERS IN TOWN STREET

To discuss future provision for planters, regarding future plants and watering, roles and responsibilities.

PART 2 - CONFIDENTIAL ITEMS

(The public and press will be excluded from this part of the meeting)

EXCLUSION OF PUBLIC AND PRESS

RESOLVED that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during consideration of the following items on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

17. ASSET TRANSFER - OPEN SPACES SITE

(Open Spaces Committee) To consider matters relating to potential asset transfers from principal authorities as part of the ongoing devolution process and to recommend its decision to Full Council.

18. ASSET TRANSFER - COMMUNITY FACILITY

(Assets Committee) To consider matters relating to potential asset transfers from principal authorities as part of the ongoing devolution process and to recommend its decision to Full Council.

Meeting called at the request of:

- Chair of Open Spaces Committee (Cllr Terry Frostick)
- Chair of Assets Committee (Cllr Robert Silver)