



# THAXTED PARISH COUNCIL

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All members of the Council are summoned to attend the ANNUAL COUNCIL meeting of THAXTED PARISH COUNCIL to be held in The Guildhall on TUESDAY 6TH MAY 2025 at 7:30pm

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

## AGENDA

### Meetings and the public

The agenda may be in two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

### General Data Protection Regulations (GDPR) 2018:

For details of the Parish Council's Privacy Notice, please visit our website:

<https://www.thaxted.co.uk/index.php/council/parish-council/policies/data-protection-policy/viewdocument/156>

*Dena Oxley*

Clerk & RFO – 29th April 2025

## AGENDA

1. Election of Chairman
  - 1.1 To receive nominations for and to elect the Chairman of the Council
  - 1.2 Election of Vice Chairman  
To receive nominations for and to elect the Vice Chairman of the Council
2. To consider renaming of Parish Council to Town Council  
To discuss and consider the proposal to rename Thaxted Parish Council to Thaxted Town Council.

*Note for public awareness: Transitioning from Parish to Town Council status would not change the Council's powers, responsibilities or tax-raising abilities. The change would primarily be one of name and civic dignity, reflecting Thaxted's historic status as a market town, with the potential to elect a Mayor instead of a Chairman to represent the community at civic functions.*

- 2.1 Election of Mayor (if Town Council status is approved)  
To receive nominations for and to elect the Mayor if Town Council status is approved.

3. **To approve the adoption of the NALC MODEL standing orders – latest revision**  
(Tailored to the needs of this council following resolutions from this meeting)

**To approve the adoption of the NALC MODEL financial regulations – latest revision**  
(Tailored to the needs of this council following resolutions from this meeting)

**To note that the Council has retained the General Power of Competence (GPC)**

4. **Apologies for absence**  
5. **Declarations of Interest**  
6. **Public representations**  
7. **Committees' Memberships**

to receive nominations and approve the Council Committees with Chair & Vice Chair positions, currently structured as follows:

- Finance (4 meetings a year)

Chair: Cllr Ray Williams

Members: Cllr Terry Frostick, Cllr Andy Frater, Cllr Nicky Tisseyre

- Open Spaces Joint with Assets (3 meetings a year)

Chair: Cllr Jenna Perkins

Vice Chair: Cllr Robert Silver

Members: Cllr Terry Frostick, Cllr Antoinette Wattebot, Cllr Theresa Egan

- Assets joint with Open Spaces (2 meetings a year)

Chair: Cllr Terry Frostick

Vice Chair: Cllr Robert Silver

Members: Cllr Jenna Perkins, Cllr Ray Williams

- Planning (monthly meetings, only if needed)

Chair: Cllr Alex Young

Vice Chair: Cllr Tom Breene

Members: Cllr Victoria Knight, Cllr Ray Williams

- Personnel (2 meetings a year)

Chair: Cllr Victoria Knight

Vice Chair: Cllr Jenna Perkins

Members: Cllr Terry Frostick, Cllr Alex Young, Cllr Ray Williams

- Guildhall (1 meeting a year)

Chair: Cllr Terry Frostick

Members: Cllr Andy Frater, Cllr Theresa Egan

8. **To Note the approved Days and Times of Full council meetings for the council's coming term**  
To Note the meeting dates for 2025-26
9. **Working groups**

To Approve Councils working groups which shall run no longer than necessary and to be automatically dissolved after 6 months should no meeting have taken place.

- Neighbourhood Plan Steering Group

#### **10. Representatives to associations & External Organisations**

To nominate a representative for approval to external associations or organisations. Currently structured As follows:

- Bolford Street Hall - Cllr Andy Frater
- Windmill Trust – Cllr Victoria Knight
- Maynards Charity – Cllr Victoria Knight & Cllr Andy Frater
- Thaxted Twinning Association – Cllr Theresa Egan
- Parish Transport Representative – Cllr Antoinette Wattebot
- The Thaxted Society – Cllr Andy Frater
- Patient Participation Group – Thaxted Surgery – Cllr Tom Breene
- TPS School Governors – Cllr Jenna Perkins

#### **11. Reports from District & County Councillors**

#### **12. Verification of minutes**

To Approve The 10/04/2025 full Council minutes as a true and accurate record of the meeting.

#### **13. Chairman's Cup nominations**

To receive nominations and approve the winner.

#### **14. This Councils 4-year plan**

To receive any additions to the current plan and to receive updates on progress.

#### **15. Planning Applications**

To review and comment on current planning applications

##### **15.1 UTT/25/0827/HHF**

PROPOSAL: Conversion of roofspace to existing cartlodge to create new annex facility

LOCATION: Rails Stables Watling Lane

##### **15.2 Neighbourhood Plan Revision**

to receive an update on matters related to the NP consultation from Cllr Young

#### **16. Financial Matters**

- a) To note the full council Income & Expenditure for the year ending 31st March 2025 DRAFT
- b) To review and sign on-line payments as per report for APRIL 2025
- c) To approve the internal auditor for 2025-26

#### **17. Chairman's report**

To receive a verbal update on matters relating to duties of the Chairman

#### **18. Clerks Report**

To receive a report on matters connected with the duties of the clerk RFO & staff.

#### **19. Custodians Report**

To receive a report on matters connected to the Guildhall and Town

#### **20. 20 is Plenty signage and Speedwatch**

To discuss and make decisions regarding the '20 is Plenty' signage campaign and Speedwatch initiative.

#### **21. Date and Time of next meeting**

The Next meeting of the Full Council shall be 12th June 2025 at 19:30.