



# THAXTED PARISH COUNCIL

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## **AGENDA OF THE Open Spaces & Assets Joint COMMITTEE MEETING TO BE HELD ON Thursday 5th February 2026 following the meeting before in the Community Hall**

**Committee Membership Open Spaces:** Chairman: Cllr T Frostick Vice Chairman: Cllr J Perkins Cllr R Silver  
Cllr V Knight Cllr T Breen Cllr T Egan

**Committee Membership Assets:** Chairman: Cllr R Silver Vice Chairman: Cllr J Perkins Cllr V Knight Cllr R  
Williams T Breen

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters.

Meetings and the public: The agenda may be split into 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://thaxted-pc.gov.uk/parish-council/policies-and-procedures/privacy-policy>

*Amanda Collins-Klimcke*

Assistant Clerk – 27<sup>th</sup> January 2026

- 1. APOLOGIES FOR ABSENCE FOR BOTH COMMITTEE'S.**
- 2. DISCLOSURE OF INTERESTS BOTH COMMITTEES**
- 3. PUBLIC SPEAKING TIME BOTH COMMITTEES**
- 4. MINUTES**

To approve and sign as a correct record of proceedings the minutes of the Extraordinary Assets & Open Spaces Joint Committee meeting of 15<sup>th</sup> August 2025

### **OPEN SPACES AGENDA**

- 1. MOSSCOTTS MEADOW**
  - a. To consider the correspondence received in connection to Mosscotts Meadow
  - b. To Consider Review and Approve the cutting and maintenance Schedule that relates to the area.
- 2. WALNUT TREE MEADOW**

To review the detailed report in connection to the Notice served

### **3. OPEN SPACES MAINTENANCE UPDATE**

To consider our current S106 obligations and the resident complaint.

### **4. SCHEDULE OF WORK FOR 2026/27**

To Review Consider and Approve the ongoing schedule of work for all open spaces for 2026/27.

### **5. PLANTERS**

To consider the ongoing costs for planters which falls within the Open Spaces Grounds Maintenance budget.

### **6. TREE SURVEYS**

To Discuss and Consider our approach to tree surveys in 2026/27.

### **7. REPTILE RECEPTOR**

To consider and approve the Reptile receptor site request from **Herpetologic Ltd**

### **8. THAXTED CONSERVATION GARDEN**

To Consider and Approve the proposal for potential partnership and future management.

### **9. ALLOTMENT UPDATE**

As of 6<sup>th</sup> January all allotment plots are occupied. The Assistant Clerk completed an allotment course in June last year and quarterly inspections have been carried out throughout 2025 and will continue to do so this year.

### **10. GREENER SPACES FOR STRONGER COMMUNITIES**

Colchester Zoological Society are hosting a free of charge planning workshop focussing on protecting and enhancing nature and wildlife within the community on Friday 23<sup>rd</sup> February at Colchester Zoological Society, Maldon Rd, Colchester CO3 0SL. Please see document previously circulated.

## **CHAIRMAN TO HAND TO ASSETS CHAIR FOR THE REMAINDER OF THE MEETING**

### **ASSETS AGENDA**

#### **1. MARGARET STREET BIN**

To consider the quotes previously circulated and approve

#### **2. MARGARET STREET PUBLIC TOILETS**

To consider the quotes for replacement doors and electric locks provided.

#### **3. CAR PARKS**

- a) To discuss any additional findings from the working group
- b) EV charging points update

#### **4. PLAYGROUND EQUIPMENT**

Replacement swings. Quotes for consideration and to consider parishioner letter.

#### **5. GREEN WASTE SERVICE**

To consider and approve the public notice for the forthcoming termination of the Green Bin at Margaret street, see the report attached for further information

#### **6. COMMUNITY HALL**

- a) To consider and approve the Purchase of new stackable chairs, quotes for consideration.
- b) To Note the Electricity costs

**7. DOG BINS**

To consider the ongoing commitment for the Dog Bins within the Parish Councils controls including our current contractual obligations.

**8. WATER FOUNTAIN**

To Consider & Approve the Proposal for a water fountain at the Recreation Ground, no Note that we are also in receipt of a £500 donation. Quotes for consideration.

**9. CLARANCE HOUSE GARDEN WALL**

To consider the structural review report of the Garden wall and any associated work as a future undertaking.

**10. GRANTS**

Update on unsuccessful grant applications (solar/accessibility) see letters attached

**11. ITEMS FOR NEXT AGENDA**

**12. DATE OF NEXT MEETING**

Thursday 7<sup>th</sup> May 2026 7pm at the Community Hall.

**Chairman to close the meeting**