



# THAXTED PARISH COUNCIL

Community Information Centre  
7, Town Street, Thaxted,  
Dunmow, Essex, CM6 2LD  
Tel: 01371 831952.  
email: [clerk@thaxted.co.uk](mailto:clerk@thaxted.co.uk).  
web: [www.thaxted.co.uk](http://www.thaxted.co.uk)

## MINUTES OF THE COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON TUESDAY 27<sup>th</sup> September 2022 at 8pm in Thaxted Guildhall

**Present:** Councillors: N Weakley, T Frostick, V Knight, R Barrington, A Wattebot, R Williams, J Spencer, P Flint

### Also Present:

Dena Oxley (Clerk & RFO)

R Haynes from the NP working group and Peter Neal, and 4 members of the Public (2 Cllrs via Teams as public speakers) 1 member of the public Left the room at 20:25 and the other left 21:32

The Clerk opened the meeting and explained that in the absence of both the Chairman and Vice Chair, and before the meeting can commence, we must first elect a Chair for this meeting. The Clerk asked those present in the room if any would be willing to undertake this role. Cllr Weakley volunteered, there was no dissent. Cllr Williams seconded Cllr Weakley proposal, a show of hands was then requested by way of a vote, the Vote was unanimous. It is therefore **RESOLVED** that **Cllr Weakley** shall Chair the meeting. Cllr Weakley moved into chair position.

### 22/23.1036 APOLOGIES FOR ABSENCE

A Frater (Chairman), A Howells (Vice Chair) J Perkins – (To Note, Cllr Frater & Perkins were present as public via the digital teams link).

Cllr Weakley asked if we would all Please stand and let us observe a 1-minute silence in memory of our late sovereign leader HM Queen Elizabeth.

### 22/23.1037 DECLARATION OF INTERESTS

None received

### 22/23.1038 PUBLIC REPRESENTATIONS

A speaker wishes to know where the bench is that was removed from walnut tree meadow. Cllr Knight was able to answer this and informed the speaker that this is being stored safely. The speaker then suggests that outside the guildhall bus stop would be a place for consideration for this bench when it is to be re-sited, The clerk suggested that this could be included in an upcoming meeting where we will discuss bench locations in more detail.

Also, the same the speaker wishes to say that they hope the removal of the green waste bin is not something which finds favour, the speaker is aware this is on the agenda this evening and remarks that this is a well-used service and should not be removed from the town. Andy (Cllr Frater) as a public speaker via Teams also comments to say that this is utilised by many in the town and wishes for the item to remain.

Also is the bin going to be replaced that's been removed in Town Street. The Clerk responded to this, that it will be replaced at some point in time.

A speaker in connection to the Community first responders wishes to speak, it is therefore suggested that this item be moved forward for the public speaker. The Chairman seeks approval from the Council for this item to be moved, there is no dissent.

**Commented [FA1]:** Thought we were not replacing as per neighbourhood plan?

**Commented [C2R1]:** Agreed but I didn't say where it was to be placed, just re-placed!

**22/23.1039** REPORTS FROM DISTRICT COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

**22/23.1040** REPORTS FROM COUNTY COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

**22/23.1041 MINUTES**

**RESOLVED** To **APPROVE** and sign as a correct record the minutes of the full Council meeting held on **19<sup>th</sup> July 2022**

**22/23.1042 COMMITTEE MINUTES**

To ~~NOTE the minutes from the Planning committee on the 9<sup>th</sup> August~~

To **NOTE** to minutes of the Finance and Establishment committee on the **9<sup>th</sup> August**

To **NOTE** to minutes of the Assets & Services committee on the **9<sup>th</sup> August**

**22/23.1043 COMMITTEE MEMBERSHIP**

**RESOLVED** To **APPROVE** Cllr Nick Weakley joining the Finance & Establishment committee  
Proposed by Cllr Frostick seconded Cllr Knight, all present in favour.

**22/23.1044 UPDATE ON SOLAR FARM ACTIONS**

To receive a report in connection to the actions taken reference the Parish Councils Legal representation. Richard Haynes speaks about the upcoming planning meeting (Tomorrow 28<sup>th</sup> Sept) and that an excellent letter has been prepared upon the instruction from the Parish Council which has now gone in to all the committee officers. All 12 speaking places have been filled by the residents and Cllr Knight has confirmed that her representation will be from the Parish Council which also affords an extra minute of speaking time, The Council Thank Cllr Knight for her representation.

**22/23.1045 STREET NAMING**

After some dialogue it was **RESOLVED** To **REJECT** the attached Consultation to name a new street from the Developer which are:

Jubilee Place – The houses are built in the year of our Queens Platinum Jubilee

Harvest View – The site is set among fields

Cllr Frostick wishes to record that the names are not appropriate. The reasoning behind this is for years we have named the streets after areas and/or people who have made a significant contribution to Thaxted, also to note that it is vital that the street name have within the title 'Off Bardfield Road' as the area is **ONLY** accessible via this route, too many times we've had large vehicles who attempt to enter via Cophall lane, which is absolutely impassable, I would therefore like to suggest the following to recognise our tradition and mitigate future risks.

'Warners Field off Bardfield road' or in the event that this is rejected then 'Nights Yard off Bardfield Road'

The Clerk adds that Cllr Foley has suggested via a previous email that he would like 'Queen Elizabeth II Place' After much discussion including the influencing factor of the Post Code and satellite navigation, Cllr Frostick's Motion was put forward, It is **RESOLVED** that the suggestion from the Parish Council for the streets shall **be 'Warners Field off Bardfield road'** or in the event that this is rejected then **'Nights Yard off Bardfield Road'**

**22/23.1046 LOCAL PLAN UPDATE**

To **NOTE** the email from UDC Chief Executive Peter Holt and to discuss any further or future work needed in preparation for the continuation of the Local Plan. Much discussion was detailed and there is frustration all round, including the leaked draft for the local plan regulation 18. There are some questions being raised now in relation to what have they been doing over the past two years with parishioners money. There is one

specific Thaxted issue which should be mentioned, the allocation for part of barnyards field and part of Samford road, we need clarity on the boundary and may also include the PC recreation land. The Clerk will forward any documentation relating to our boundary to Richard so he might better prepare for this in the event that this item returns.

**22/23.1047 THAXTED FIRST RESPONDERS** – to Note: this item was taken first as agreed under the public speaker's item Over the past year the group has been trying to recruit volunteers and have had the capacity to reach the highest category calls with an aim of attending with 8 minutes, our nearest ambulance station being Saffron Walden and Dunmow so our group is very important. We have 12 volunteers, 8 are active 2 have injuries, (non-job related) we have attended 7 cardiac arrests and 36 other calls so in total 46 calls. The speaker explains the use of Defibrillators and their locations within the Town, Cllr Taylor remarks asks how this is publicly advertised, the speaker explains the national network called The Circuit. (for the purpose of the minutes the link to this is attached: <https://thaxted.co.uk/index.php/residents/medical-emergency-services/local-defibrillators> and how these are updated, the speaker wishes to ask if the Parish Council might collaborate with all those who currently own the defibrillators to co-ordinate this as it is the responsibility of each organisation to update the availability of their defibrillators. Cllr Taylor also remarks that the defibrillator located at the Tennis Club is not in a locked cabinet, and it should be. The speaker remarks that there are also talks that the school is about to locate one and wishes for this to be accessible from outside the school grounds. Andy (Cllr Frater) as a public speaker on Teams comments that the Department of Education are issuing defibrillators to all schools which must remain inside the school property. The Clerk asks if areas outside the town are covered well by defibrillators such as Cutlers Green and Monk Street, the speaker talks about the 'adopt a phone box' Scheme as a possible solution however neither of these areas have phone boxes.

Cllr Frostick wishes to make an enquiry as to how much the kit costs, and also might we offer the Guildhall as a training venue, Jenna (Cllr Perkins) as a public speaker on Teams answers Cllr Frostick question to say the kits cost £4000 each and BSH are already giving their hall free of charge.

The Clerk asks the speaker to email the details relating to the call for volunteers of any other campaign that might be made available to the wider public via our web site.

#### **22/23.1048 OUR LATE QUEEN ELIZABETH II**

Cllr Frostick states that we did not resolve to rename Jubilee Gardens, it was agreed that in fact we had resolved to rename Margarat street Gardens (Andy as a public speaker comment to this effect also), this was also disputed by Cllr Frostick and others, the Clerk pointed out that under item **22/23.1025 19<sup>th</sup> July 2022** it was resolved to Rename Mgs Street gardens to Queen Elizabeth gardens.

After some dialogue Cllr Frostick requested a 5 Council vote to **REVERSE** the **RESOLUTION** from the previous minutes, this motion did not reach the required vote and therefore was not passed.

The Clerk interjected to say, given that the minutes for this resolution were only resolved this evening and the importance of this item, I propose that we **NOT** take this item to include both points 1 & 2 this evening and instead bring this back to our November meeting. This was agreed by all.

- 1) As previously discussed, to consider and approve the renaming of ~~Jubilee Gardens~~ Margaret Street Gardens to Queen Elizabeth ii Garden in loving memory of our late queen. **RESOLVED** to **HOLD** this item and bring it back to Novembers Meeting.
- 2) To discuss our learnings from most recent events and To **CONSIDER** and **APPROVE** a policy for our future in connection to same. **RESOLVED** to **HOLD** this item and bring it back to Novembers Meeting.

#### **22/23.1049 GREEN WASTE WITHIN THAXTED**

- a) Cllr Barrington says in a time of financial crisis to ask everyone to fund their own bin would be a terrible decision, Cllr Williams seconds this. After much discussion it is **RESOLVED** that we monitor

the use of the bin before we make any decision and return this item after we've gathered this information, Cllr Wattebot has volunteered to perform this task. It was also suggested that the tonnage is monitored in the upcoming months to get a better indication of how well this service is utilised. The Clerk shall ask for this directly via UDC.

Cllr Barrington Proposes that the Green waste skip remains unchanged, this proposal is seconded by Cllr Williams **RESOLVED** to **CARRY** this motion 7 in favour with 1 abstained.

- b) After some discussion ref fly tipping within the green cuttings area at the Church Yard and to consider the ongoing collection service. It is Resolved that the Service shall remain Ask the clerk to make contact with the church and seek that they make contact with any local resident be acquainted with the use of the area.

#### **22/23.1050 REQUEST FROM THE THAXTED FAYRE TRUST**

- 1) **RESOLVED** To **APPROVE** in principle The request to have a storage container on the land adjacent to the Pavilion (at Thaxted Recreational Ground). however, the exact location needs to be considered. Details around Who's insuring this item must be obtained, (Andy on Teams remarks that this will be at the cost of TFT) and also to consider that the Amalgamation of containers doesn't require planning consent and in the event that it does, any such cost is met by TFT? The analysis forms part of the proposal and once all items are received the matter may be returned for final consideration.
- 2) **RESOLVED** To **DENY** the request that the TFT would also ask if the PC would be willing to purchase this on our behalf in order to reclaim the VAT.

#### **22/23.1051 MARKET**

- 1) Following a verbal statement from Cllr Frostick, To **RESOLVED** to **APPROVE** the Market licencing policy.
- 2) **RESOLVED** for Cllr Frostick to create the policy for Thaxted Market, in Draft and return this to an upcoming meeting
- 3) **RESOLVED** for Cllr Frostick to re-create the updated market terms and conditions and return this to an upcoming council meeting.

#### **22/23.1052 CHARGEABLE CAR PARKS IN THAXTED**

**RESOLVED** to **NOT APPROVE** the concept of future charging for use of the Margaret Street car park given that we are in a financial crisis.

#### **22/23.1053 CHAIRMANS REPORT**

- a. To receive a report from the chairman in connection to activities undertaken since the last meeting.
- b. **RESOLVED** To **APPROVE** a new local youth award 'Chairs Cup' aimed to recognise the significant contribution to Thaxted for youths under 18.

The following items marked 1 – 4 were received in email format to the Clerk proceeding the meeting and were read out to the council.

- 1) Communications – First collaboration with ABC&U (we have had articles previously) to test the water on producing a joint parish magazine with ABC&U and Thaxted Society. Had some very good direct feedback from parishioners, be interested in knowing what councillors thought?  
Members of the council were apprehensive about the project Cllr Knight stated that its impossible to create a quarterly newsletter and that the large proportion of the work would fall in the Clerks Lap, the Clerk insisted this would not be the case given the project was a collaboration, however thanked Cllr Knight for the observation. Cllr Frostick stated that it was a complete waste of time and shouldn't be something this council is even considering.
- 2) Benchgate – several complaints received regarding ASB around the new bench at Mosscofts Meadow. Complaints direct to Chairman but also to county councillor and vice – chair. Letter aimed at gathering more feedback sent to residents of Mosscofts, Burns Way, The Pightle and Guelphs Lane.

3) Attended EALC annual conference with the Clerk. Very little to report save for a new impetus and enthusiasm for libraries.

4) Old telephone exchange / Bardfield Road – PC approached by owner of land adjacent to proposed CLT development, also owns Old telephone exchange, exploring appetite for possible land swap/purchase. Chair has asked for a formal proposal to be submitted for PC consideration by 7 Oct. Whilst not wanting to delay CLT progress, council should consider any options as they arise, up until lease execution.

c. NALC are asking all councils to discuss ‘civility and respect’ and sign up to pledge, what does the Council think in relation to this? more information can be found [here](#).

The item is not being heard now as Cllr Frostick says the item will take too long and given that is now 21:57 we do not now have the time to debate this.

. This Item was not debated in full and shall therefore be added to an upcoming agenda.

5. Cllr Frostick Added that he attended the planting of an Oak Tree at Lodge farm to commemorate the many Jewish refugees who trained there after fleeing the Nazi regime. A ceremony was held and a plaque was also unveiled. The chairman thanks Cllr Frostick for representing the council.

#### **22/23.1054 CLERKS REPORT**

See attached

#### **22/23.1055 CUSTODIANS REPORT**

See attached

#### **22/23.1056 FINANCE**

##### **a) EMR's**

To **NOTE** the EMR's

(See attached report)

b) to **NOTE** the income & Expenditure for **July & August**

##### **c) TO REVIEW ONLINE PAYMENT FOR APPROVAL**

**RESOLVED** To **SIGN** and **APPROVE** the online payments as detailed

##### **d) CHARITY ACCOUNTS AND ONGOING REPORTING**

Following on from our External and Internal Auditors comments, it is proper practise to hold separate the accounts of which the Parish Council are sole trustees. This relates to the charity named ‘The Recreation Ground’ The decision Must therefore be **CONSIDERED** as to how, as trustees, we are to report going forward, this might include a separate bank account and a separate committee with financial responsibilities in line with the charity commission regulations. Approval is therefore requested for:

1) a committee to be created

2) a separate bank account to be in operation

**This item was not heard as the meeting was over time, returning item to a future meeting**

e) To **NOTE** the receipt of the **2<sup>nd</sup>** half of the Precept

##### **f) AUDIT**

To **NOTE** the Unqualified audit received from our External Auditor PKF littlejohn and to congratulate and thank the Clerk for her hard work and efforts in achieving this, tomorrow the notice of the conclusion shall be digitally displayed and Cllr Frostick shall also pin this to the notice board outside the library.

**22/23.1036** Council to consider; date of next meeting, proposed, 8<sup>th</sup> November 8PM in the Guildhall, given the September postponement. If approved, to Note the cancellation of our scheduled meeting on the 11<sup>th</sup> October. Also, to Note that there is to be a meeting of the Finance & Establishment committee on the 11<sup>th</sup> October for all those on this committee, the draft agenda has been pre-arranged by the Clerk.

*To resolve that under the Public Bodies (Administration to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the Public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government act 1972.*

**22/23.1037 CLT LEASE & DEVELOPMENT OPPORTUNITIES**

A very brief discussion given the late hour was had in connection to the progress of the lease, Cllr Frostick reports that the CLT have unanimously resolved not to enter in to any further dialogue in relation to the land (Bardfield Road) and that there is nothing further to add as this was discussed in the Chairmans report however, Cllr Frostick says that if the Parish Council wish to undermine or derail the CLT then this will be a very sorry state of affairs. The Clerk interjected by saying that at no point has the Parish Council sought to undermine or derail the CLT in any of its negotiations and feel disappointed that the CLT would intimate this. For the purpose of the minutes to follow is the an extract from the DRAFT minutes of the most Recent CLT Meeting:

*'RESOLVED that the Board of TCLT will not enter into any further discussions in terms of land deals. It is also NOTED that any discussions the Parish Council chooses to undertake in respect of land deals regarding this specific site (Bardfield Rd) are not supported, nor endorsed, by the Board of the TCLT.'*

Cllr Frater Teams thanked Cllr Weakley for stepping in as Chair.