



THAXTED PARISH COUNCIL

Community Information Centre
7, Town Street, Thaxted,
Dunmow, Essex, CM6 2LD
Tel: 01371 831952.

email: clerk@thaxted-pc.gov.uk.
web: www.thaxted-pc.gov.uk

MINUTES OF THE Assets & Open Spaces Joint COMMITTEE MEETING HELD
ON 20th September 2024 at 18:30 in the Guildhall

Committee Membership Assets:

Chairman: Cllr Frostick
Vice Chairman: Cllr J Herbert
Members
Cllr J Perkins
Cllr R Williams (Left at 19:33)

Committee Membership Open Spaces:

Chairman: Cllr J Perkins
Vice Chairman: Cllr T Egan
Members
Cllr T Frostick
Cllr A Wattebot

Present: Cllr Frostick (Chair Assets), Cllr Herbert (Vice-chair), Cllr Perkins (Chair Open Spaces), Cllr Williams, Cllr Egan, Cllr Wattebot

Clerk: Dena Oxley

Public: 5

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>

1	Apologies for absence for Both Committees None Received
2	Terms of Reference Resolved to Approve TOR for Assets
3	Disclosure of Interests Both committees Cllr Egan disclosed a NPI in all matters relating to the allotment, by way of the fact that she holds an allotment plot.
4	Public speaking time Both committees The Rangers in principle agree with the ideas connected to Item 9, things to discuss are alarms, and who's giving access to the school. A public speaker wishes to speak in connection to item 17, the speaker explains the impact of the Tree and the Damage it can cause on a Grade II listed building.

5	<p>Minutes Resolved To APPROVE and sign as a correct record of proceedings the minutes of the Assets Committee meeting of 23rd May 2024</p>
6	<p>PLAYGROUND AREA To receive a verbal update from the chairman in connection to the following items:</p> <ul style="list-style-type: none"> a) To Note: Hagsgs operational inspections will take place Three times a year. b) An update to confirm that The metal old boot scraper from outside the pavilion, shall be removed next week courtesy of the Rangers. c) Cllr Perkins provided an update in connection to the location we are proposing for the New Gym Equipment and the other organisations who are in support of this.
7	<p>CHG SCHOOL ROOM</p> <ul style="list-style-type: none"> a) To receive an update in connection to the foul sewer at CHG, it is Resolved not to pursue this due to cost. b) To receive an update in connection to the plans for an office/storage space including and a toilet at CHG, it is Resolved not to pursue this due to the cost of item 7.a)
8	<p>CAR PARKS Following on from the approval received at Full council</p> <ul style="list-style-type: none"> a) To discuss the outcome of the recent summer community engagement – additional meetings are needed to discuss the findings before we can progress, these are will be brought forward by a small working group derived from this committee. . b) Resolved to bring this back to the next meeting to consider consultation in the form of a town wide survey
9	<p>PAVILION To receive an update in connection to matters connected to the pavilion ONLY</p> <ul style="list-style-type: none"> a) Rangers’ usage and charges to be approved (Pavilion Only) to consider this in the next Finance meeting, once the Finance committee have assessed all the running costs. b) Consider approval for other usage of the Building – Resolved to permit the Clerk in collaboration with the Chairman to finalise details with the Rangers. c) Resolved To approve the NEW Office Space and refurbishment requirements d) Resolved To approve all necessary services to run the Parish Council offices
10	<p>CCTV Resolved to approve our Current CCTV remains in operation and to also consider the future of taking over the ownership and liability of the CCTV at the Pavilion.</p>
11	<p>Items for the next agenda (not for resolution) Tourism CIC Defibrillator – current health status</p>
12	<p>Date of next meeting 21st February 2025 time TBA</p>
	<p>CHAIRMAN TO HAND TO OPEN SPACES CHAIR FOR THE REMAINDER OF THE MEETING TO COVER ITEMS UNDER OPEN SPACES.</p>
13	<p>TERMS OF REFERENCE Resolved to Approve TOR for Open Spaces</p>
14	<p>MINUTES Resolved To APPROVE and sign as a correct record of proceedings the minutes of the Open Spaces Committee meeting of 18th July 2024</p>
15	<p>MOSSCOTS MEADOW Resolved to adopt the Best Practice as presented by a local volunteer in connection to the upkeep of this land.</p>
16	<p>SECURING OUR OPEN SPACES Discussed at length following on from the Clerks' verbal report on costs in connection to Bollards, and other</p>

	mitigating solutions adopted by other Parish & Town Councils. In consideration of the Recreation Ground, now that the Concrete Blocks are in place along Walden Road & Samford Road, the Committee feels the deterrent currently afforded by the cameras on the Pavilion is enough. Cutler Green Ditches need to be cleared which is a natural aspect of the Ground's maintenance schedule. It is not the Committee's opinion to offer deterrents in other open spaces areas within Thaxted.
17	REMOVAL OF TREE Resolved To approve the removal of a Willow Tree at Cutlers Green
18	DOG FOULING It was resolved that we are unable to police this and we shall put a polite notice on Facebook.
19	HEDGEROW Hedgerow's which are not within our control can only be requested to be cleared on an ad hoc and specific basis. The Parish Council has no powers to take over control of any land not within our gift to manage. Enactments of this nature may be considered by volunteer groups only.
20	TREE PACKS FOR YOUR COMMUNITY It is Resolved NOT To consider applying for trees for the community at this time.
21	RECREATION GROUND To Include the cutting of the Pitches at the length agreed with the Rangers at 30-35mm during playing season only.
22	TO DISCUSS ALL MATTERS RELATING TO THE OPEN SPACES AREAS AS NAMED BELOW 1. Queen Elizabeth II Gardens – Cllr Herbert to check the health of the recently planted Oak Tree 2. Margaret Street Gardens – Box Blight on the existing hedge, removal arranged. 3. Beech Tree Gardens – resolved to remain with no changes 4. Welly Boot wood – to consider the state of the sign 5. Mosscotts Meadow – as previously discussed 6. Cutlers Green – as previously discussed 7. Coach Park – resolved to remain with no changes 8. Grass verges – Resolved to keep most areas cut short. 9. Clarence House – No Changes
23	OPEN SPACES SCHEDULES Resolved To authorise the Clerk and OS chair authority to negotiate schedules and contractors for 2025/26
24	ITEMS FOR THE NEXT AGENDA (NOT FOR RESOLUTION) Allotment delineation Allotment Policy
25	CHAIRMAN TO CLOSE THE MEETING Date of next meeting February 21 st times TBA