



THAXTED PARISH COUNCIL

Community Hall, Recreation
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Minutes of the FULL COUNCIL MEETING Thursday 12th June 2025

Location: The Guildhall, Thaxted

ATTENDANCE

Present: Cllr Andrew Frater (Chairman), Cllr Victoria Knight (Vice Chair), Cllr Terry Frostick, Cllr Ray Williams, Cllr Theresa Egan, Cllr Alexander Young, Cllr Tom Breen, Cllr Wattebott and Cllr Robert Silver

Also in attendance: Amanda Collins-Klimcke (Assistant Clerk), Cllr Richard Haynes (District Councillor), Cllr Martin Foley (County Councillor - arrived 7:43pm) 4 members of the public

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Jenna Perkins

2. DECLARATIONS OF INTEREST

Cllr Frater declared an interest in Planning Item 11.2 non-pecuniary.

3. PUBLIC PARTICIPATION

No representations received.

4. APPROVAL OF MINUTES

RESOLVED: To approve the minutes of the previous Full Council meeting as a true and accurate record.
Proposed by Cllr Frater, seconded by Cllr Knight.

5. CHAIRMAN'S REPORT

The Chairman reported:

- Chairman's Cup winner 2025/2026 Jack Stannard was presented with £100 cheque, certificate and the Chairman's Cup for his outstanding contribution to Thaxted, the Council congratulated Jack.
- Thanks to Cllr Knight and all the helpers for their assistance at Morris Weekend
- Thanks to Cllr Young for the neighbourhood plan stand at Morris Weekend

- Congratulations to Guildhall Custodian and Thaxted Morris Bagman, Rob Evans, now Bagman of the Morris ring and on becoming a grandfather
- Attended 'Thaxted our place' seminar at ARU with Cllr Frostick and Chair of Thaxted Society
- Letter of appreciation received from resident regarding previous Chairmans Cup winner
- Attended the official opening of the Community Hall - thanks to the Clerk and Assistant Clerk
- Thanks to Cllr Egan regarding 20's Plenty campaign

6. DISTRICT COUNCILLOR'S REPORT

District Councillor Richard Haynes reported:

- **Local Government Reform:** Still the most significant issue for UDC. A response has been received from government to the combined letter from the Essex authorities, though it has apparently subsequently been retracted and said no more than already known.
- **Local Plan:** The Regulation 19 draft was submitted to the Inspectorate in December with two examiners appointed (Messrs Davies and Cooper). Two sets of preliminary questions were sent to UDC and responded to. A hearing is taking place in Saffron Walden between 10th and 19th June with a preliminary programme commencing with legal compliance on Tuesday. A dedicated web page will be regularly updated by PINS with a link available on the UDC website.
- **Local Planning Matters:** The most significant outstanding planning matter for Thaxted is the development of the Elers Way site. Permission was granted in outline, but detailed matters remain to resolve, most contentiously the construction traffic route. Countryside have contacted residents at the top end of Wedow Road stating their intention to enter the site off Wedow Road rather than Elers Way (as provided by the original planning permission). This is likely to come forward as a DFO application imminently.
- **Committee Changes:** The defection of Heather Asker to Reform necessitated re-balancing of committee structures. The only change was a minor one with Conservative Mark Lemon moving to Audit and Standards. Co-chairmen have been appointed to the Planning Committee to spread the workload - Judy Emmanuel may now chair meetings rather than Richard Freeman.
- **Review of Fees and Charges:** UDC allotment charges have increased by between £12 and £42 per annum depending on size. A charge will now be made for pre-application planning advice relating to curtilage listed buildings based on Place Services charges. Changes to fees for importation of 'products of animal origin' at Stansted Airport were also noted.
- **Member Motions:** Two member motions passed at the recent Council Meeting - to write to Government objecting to the removal of The Gardens' Trust as a statutory Consultee for planning applications, and to object to the imposition of inheritance tax on agricultural enterprises, proposing instead the approach suggested by the National Farmers' Union.

7. COUNTY COUNCILLOR'S REPORT

County Councillor Martin Foley (arrived 7:43pm) reported:

- **Anglian Water Issue:** Water issues were not tied in with 106 contributions

- **Essex Highways:** Essex have restored the Tanyard. Highways panel projects have been put on hold at present.
- **Traffic Priorities:** VAS Sign at Newbiggen Street - possibly set some money aside as still waiting on Essex Highways to buy new battery. Council priorities discussed: roundabout at Bardfield End, yellow lines on Town Street. Double red lines outside Dorrington's could be a possibility.
- **NEPP:** Back up on NEPP. Cllr Foley would like the Council to submit details of all priority projects and lines needed.
- **Highways Review:** Cllr Foley asked for a full review from Highways which they agreed to but now it has stopped due to the devolution. The roundabout at Bardfield End was agreed as a priority.
- **Youth Club Grant:** Thanks to John Starr for his help in securing the grant of £3,000 for the Youth Club.
- **Street Lamp:** To find the inspection report that the Clerk submitted and Clerk to chase as this is not fixed still.
- **Overcrowding:** Letter from resident regarding overcrowded occupancy in UDC let property.

8. MATTERS ARISING FROM PREVIOUS MINUTES

No matters arising from the previous minutes.

9. FINANCE MATTERS

9.1-9.4 Annual Governance and Accountability Return (AGAR), Accounting Statement, Internal Audit Report, Full Council Finance Report:

RESOLVED: That item 9.1, 9.2, 9.3, and 9.4 be deferred to the Extraordinary Finance meeting on 20th June.

9.5 Payments List:

NOTED: All payments have been checked.

9.6 Insurance Renewal:

RESOLVED: To approve the insurance renewal.

9.7 Cyber Security Provision:

The Clerk will try to find and circulate the cyber security quote and add to the agenda for the Extraordinary Full Council meeting on 26th June.

10. NEIGHBOURHOOD PLAN

Cllr Young Provided, via share drive the NBHP Consultation, and gave a full report on NP 2 progress.

11. PLANNING MATTERS

11.1 UTT/25/1358/FUL

PROPOSAL: S73A Retrospective application to retain the extraction system

LOCATION: Saracens Filling Station Mill End Thaxted

RESOLVED: To support the application. Proposed by Cllr Victoria Knight, seconded by Cllr Alexander Young. Unanimous resolution.

11.2 Premises License Application

APPLICATION: Taylor Wines Thaxted (Last date for comment submission: 25th June 2025)

RESOLVED: To support the application. Proposed by Cllr Tom Breen, seconded by Cllr Theresa Egan. Unanimous resolution.

12. ELECTRIC VEHICLE CHARGING POINTS

Essex County Council's proposal for electric vehicle charging points at:

- Margaret Street carpark, Margaret St, Thaxted, Dunmow CM6 2QN
- Recreation ground car park, Newbiggen St, Thaxted, Dunmow CM6 2EZ
(Response required by 11th July 2025)

AGREED: Electric vehicle charging points at Margaret Street and Recreation Ground. The Council to advise on where exactly the points will be sited in each car park. A plan is required and to be submitted to the Council before any work commences.

13. PARISH TRANSPORT UPDATE

Cllr Wattebot (transport liaison), had attended a meeting and presentation the previous week. New contracts are to be issued for the buses. There is a bus use survey being conducted online at present. Please note buses will be under unitary authorities' umbrella. Cllr Wattebot suggested the introduction of electronic information boards as a priority as Wi-Fi in Thaxted is insufficient enabling the app for the timetables of buses in effective and inaccessible. If we wish to go ahead with these suggestions, then the Council needs to apply for a grant up to £50k. Online study sessions are starting in September on how to apply for this grant.

The Clerk to follow up on proposed bus stops B184 and Bolford Street - nothing received to date.

14. VE DAY EVENTS

Cllr Knight reported on VE Day events. Thanks to TFT and Christmas Tree Committee for their support on the day.

RESOLVED: To pay Christmas Tree Committee £100 to thank for their support on the road closure on 8th May. Proposed by Cllr Knight, seconded by Cllr Frostick. Unanimous resolution.

Martins Law: Need to work collaboratively with skilled individuals moving forward. The Clerk to check insurance for these events. It was suggested that the Council to take on Martins Law as an authority. The Clerk has completed the training and will send a link to all Councillors. Comes into law next year.

Morris Weekend – strongly suggested that Council provision for private cleaners. Cllr Knight gave a summary as to why street cleaners are needed for the next Morris Weekend, preferably at 11-11.30pm and for the following morning. Our Grounds Operative was asked to clean the following morning this year and Cllr Knight and 3 parishioners cleaned up this year.

15. WINDMILL DRONE USAGE POLICY

This item to be added to Full Council agenda for July.

16. COMMUNITY LAND TRUST (CLT)

NOTED: Revised Head Lease signed and moving forward.

17. CLERK'S REPORT

The Clerk reported:

Council received the Clerk's report. Actions arising were:

- Sign board to be placed outside community hall, days and times of council occupancy
- New 'Parish Council Office' sign to be placed above / on door, Style as community hall sign
- Restore Parish Council noticeboard to working order as described by Assistant Clerk

Guildhall Report:

The Guildhall report was received from Custodian.

18. ITEMS FOR FUTURE CONSIDERATION

- File structure review for Clerk - PDF for all, moving forward for agenda packs
- Large sign and times underneath the Community Hall sign
- Community Hall railing to be painted dark green
- Review dates of meetings and times
- Copthall Lane Stopping up order – to be added to 10th July agenda

19. DATE AND TIME OF NEXT MEETING

Extraordinary Finance meeting: 20th June 2025 and Extraordinary Full Council meeting 26th June 2025 for AGAR.

20. EXCLUSION OF PRESS AND PUBLIC

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it was:

RESOLVED: That the press and public be excluded during the consideration of the following items due to their confidential nature.

PART II - CONFIDENTIAL ITEMS

21. LAND AT WALNUT TREE MEADOW

The Chairman will contact landowners for an update.

22. CLARENCE HOUSE GARDENS

An update was received on matters relating to the tender for Clarence House Garden wall. The tender report from Wilby & Burnett showed the following quotations were received:

- Hutchinsons Builders Ltd: £31,986.53
- Bakers of Danbury Ltd: £39,530.17
- Cadman & Son LLP: £40,525.38
- Chadley Group Ltd: £59,099.36
- Wells Construction Ltd: No Tender Returned
- TLC Construction Ltd: No Tender Returned

Wilby & Burnett confirmed that all tenderers priced the amendment including the structural design, with Hutchinsons Builders including reasonable provisional sums for footpath closure, Local Authority fees and steel reinforcement. Actual cost is not likely to exceed the General Contingency sum.

RESOLVED: To go with Hutchinsons and Wilby & Burnett to manage the project. Proposed by Cllr Frater, seconded by Cllr Knight. Vote: Unanimous. The Clerk to send correspondence, liaise with Cllr Frostick first.

The wall was discussed and agreed that it is a compliance, health and safety and conservation issue. Cllr Williams requested that our contractor be contacted to trim and repair temporary fencing as a matter of urgency. Assistant Clerk to arrange this.

Meeting closed at: 9.14pm

Signed: _____ Chairman

Date: _____