

**MINUTES OF THE PARISH COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON
THURSDAY 03rd OCTOBER 2019 following on from the preceding meeting in the Guildhall**

Present: Councillors: T Frostick (Chairman), A Frater (Vice Chairman), W Brazier, R Williams, I Stewart, J Spencer A Wattebot, A Howells, V Knight, R Barrington

Also Present: Dena Ludford (Clerk & RFO) & 2 member of the Public District Cllr M Taylor

19/20.501 APOLOGIES FOR ABSENCE

District Cllr Martin Foley
County Council Simon Walsh
Cllr David Morgan

19/20.502 DECLARATION OF INTERESTS

None Received

19/20.503 PUBLIC REPRESENTATIONS

None Received

19/20.504 REPORTS FROM DISTRICT COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

Cllr Taylor reports that there has been a recent licencing review in Thaxted which has been revoked. In connection to the Library, there is no guidance as to the expectation as to what they are looking for and yet ECC are asking for persons to Express and Interest and take up this challenge. There is a discrepancy with regard to the timings and this feel very vague.

19/20.505 REPORTS FROM COUNTY COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

Nothing Received

19/20.506 MINUTES

RESOLVED To **APPROVE** and sign as a correct record the minutes of the Council meeting held on **05th September 2019**

19/20.507 COMMITTEE MINUTES

To **NOTE** as a correct record the minutes of the Finance & Assets Committee meeting held on **08th August 2019**

19/20.508 FINANCE

a) To Note and Approve the Councils Gross income, expenditure and EMR balances.

b) To review online payment for Approval

RESOLVED To **SIGN** and **APPROVE** the online payments as detailed for approval.

19/20.509 CHANGE WORKING GROUP STRUCTURE.

RESOLVED To **APPROVE** a **RECOMMENDATION** from September Full Council meeting. The Community Land Trust working group should become a steering group. (*Steering groups are made up of experts who oversee a research project to ensure that protocol is followed and provide advice and troubleshoot where necessary. The steering group would usually meets at key stages during the course of a project and influences strategic decisions*)

Proposed by Cllr J Spencer seconded by Cllr A Frater

19/20.510 WORKING GROUP REPORTS

To receive an update from the following working groups to include the latest meetings dates, discussion points and considered activities.

- I. Library working group

Chairman Signature:

After a recent phone call there are no changes from what we reported last month, we still have no information in regards to who the 2nd EOI is From. There is a suggestion that the working group meet with Mary from ECC who is gathering information and should by first week November have access to this.

II. Prevention of Crime working group

Essex Police captured the ATM job at Aldi and Newport which might reassure the public that the methods the police are using in todays modern working standards that they are proactive and effective. We've had a meeting and we've decided that we would meet with Sargent Mear who oversees the community involvement team three extra constables were allocated to this team in order to concentrate in Saffron Walden. A campaign is requested that we should get some posters put together to clearly state 'if you see it... Report it' Cllr Brazier is willing to champion this.

Cllr Frostick reports that both the chairman and vice chairman attended a meeting recently with Sargent Cox and that Cllr R Williams and Cllr Frostick also attended the coffee with the cops where no one else attended.

19/20.511 TOILET REFERB

To **NOTE** the returned tender report and costings for the Remodelling of the Toilet Block at Margaret Street Gardens car park. (full tender documents are held in the office and available upon request via the Clerk)

19/20.512 COACH PARK

To receive a Verbal Update from Cllr Knight and Spencer regarding correspondence with the Local School with potential funding opportunities and evaluation of the Tender Document.

The clerk to report back on Potential S106 opportunities and to date has had no response from our County Councillor in connection to this.

Cllr Knight has spoken to the school however has had no reply to date, this is a standing item which will be brought back to next months agenda.

19/20.513 JUBILEE GARDENS – SURGERY UPDATE

Cllr J Spencer spoke with regard to the patient participation group weekend of Nov 4th is the official move date, we also met with regards to the parking and possible solutions including the protection of the tree. There are two quotes, one circa £25k and the other a less robust option around £3k with some rough parking and a temporary scheme.

Cllr Brazier reminds the council that the figure of £25k was tabled once before and doesn't want them to renege on this. Cllr Howells responded to ensure that the surgery is not renegeing on this they simply do not have the money. The Chairman reminds Cllr Brazier that we are a responsible public body and to change this from garage hard staging and to a formal parking are we in need to take some formal parking advise. Are we in breach if they use this. What is it worth for the surgery to park their cars on this as a rental/lease, we need to know the legal implications? The Clerk is taking some of these points forward and will keep us informed.

19/20.514 CHAIRMAN'S UPDATE

- Windmill trustees would like for me to bring up at this meeting that they would like to extend the lease for a further 44 years on the windmill, although we cannot make a decision this evening as its not an agenda item, I'm minded to call an extraordinary council meeting in order to formulate this. There may be some legal expenses associated to extending the lease, and be minded of our contribution if any. Tee's, Mark Carter may be able to support this matter on our behalf.

- S106

We wait patiently as the clerk along with our solicitors and UDC battle over the small print, meetings have already begun with the chairman of Open Spaces and collective volunteers and the clerk has included this within the grounds maintenance schedule loosely this year with a view to create the budget we work to today, the finer detail will commence as soon as this land is transferred to us.

- Community Land Trust

The clerk went to UDC for a start up grant and today we have discovered this was successful, we are now ready to press on with the community engagement element of this project which should be done hand in glove with some kind of visuals in connection to the ideas.

- Car Parking Enforcement

It is problematic to enforce or deter any unlawful parking at any of our off-street parking locations at present, this is whole due to the off-street parking order which needs to be agreed and implemented. With the survey results now available to us it's my recommendation to proceed with the payment option which gained most favour.

- Memorial update

You may recall that the remembrance church element was to be changed, however this is now not the case, the church wishes to maintain the status quo.

- Wilby and Burnett

To update you on the Toilets project and the ongoing concerns connecting to the standards of the gents in particular, the Clerk regularly has to attend and either close or call for an emergency clean or drain unblock, the door has been kicked off its hinges despite being locked and clearly marked as closed and out of order, the Clerk will not be rearranging for the door to this cubicle to be rehung.

On a separate note In connection to the toilets, I received a compliment on the condition of the ladies toilets earlier in the week from a tourist, they said we should be congratulated on their standards.

19/20.515 CLERKS REPORT

To receive a verbal report from the Clerk including ongoing Council activities.

Items to consider for approval from the Clerks report may include.

a) UDC Scrutiny Committee and Task & Finish Group undertaking research regarding s 106 and Developer Contributions. Clerk & Chairman – The Chairman is interested in further information in connection to this.

b) Local Communities unite for Mental Health awareness and Domestic Abuse Training

No Resolution made – although this Council would be willing to attend the training should this be organised locally.

c) To consider the parking survey results at the Next F&A meeting

Cllr Frostick also wishes to note the 313 Bus service is currently under Consultation and requests that the Clerk make the link for this available via our web page.

19/20.516 FUTURE MEETING SCHEDULE

To APPROVE the amendment of the following meeting schedule

MEETING	TIME	DATE
OCTOBER		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 3rd OCTOBER 2019
PLANNING & HIGHWAYS COMMITTEE	7.30PM	THURSDAY 17 TH OCTOBER 2019*
GUILDHALL MANAGEMENT CTTEE	8PM	THURSDAY 17 TH OCTOBER 2019
PERSONNEL COMMITTEE	To follow above	THURSDAY 17 TH OCTOBER 2019
NOVEMBER		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 7th NOVEMBER 2019
PLANNING & HIGHWAYS COMMITTEE	7.30PM	THURSDAY 21 st NOVEMBER 2019*
FINANCE & ASSETS COMMITTEE (BUDGET)	8.00PM	THURSDAY 21 st NOVEMBER 2019
DECEMBER		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 5th DECEMBER 2019
JANUARY		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 9th JANUARY 2020
FEBRUARY		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 6th FEBRUARY 2020
MARCH		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 5TH MARCH 2020
PLANNING & HIGHWAYS COMMITTEE	7.30PM	THURSDAY 19 th MARCH 2020*
PERSONNEL COMMITTEE	8PM	THURSDAY 19 th MARCH 2020
ANNUAL PARISH ASSEMBLY - Day Centre	8PM	THURSDAY 26 th MARCH 2020
APRIL		
Planning & Highways precedes the FULL COUNCIL	8PM	THURSDAY 9th APRIL 2020
PLANNING & HIGHWAYS COMMITTEE	7PM	THURSDAY 23 rd APRIL 2020*
FINANCE & ASSETS COMMITTEE	7.30PM	THURSDAY 23 rd APRIL 2020

Chairman Signature:

OPEN SPACES COMMITTEE	8PM	THURSDAY 23 rd APRIL 2020
MAY		
ANNUAL COUNCIL MEETING	8PM	THURSDAY 7 TH MAY 2020

19/20.517 DATE OF THE NEXT MEETING

At the request of the Chairman an Extraordinary Council meeting will be called, on Thursday 17th October 2019 at Thaxted Guildhall at 7:45pm. There after the next full council meeting as scheduled will take place on the 7th November at 8pm.

Signature

Date

Chairman Signature: