



THAXTED PARISH COUNCIL

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MINUTES OF THE ANNUAL COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON TUESDAY 17th May 2022 at 7:30pm in Thaxted Guildhall

Present: Councillors: T Frostick (Chairman), A Frater (Vice Chairman) V Knight, A Howells, R Barrington, P Flint, J Perkins, A Wattebot, R Williams, J Spencer

Also Present:

Dena Ludford (Clerk & RFO)

P Neal and R Haynes from the NP working group and one member of the Public

21/22.955 ELECTION OF CHAIRMAN

Cllr Frostick nominated Cllr Frater this was seconded by Cllr Williams
Resolved to elect Cllr Frater as Chairman – unanimously agreed

**21/22.956 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE
RESOLVED & RECEIVED** signed declaration

In accepting the Councillors nomination for the Chairman of our Thaxted Parish Council, it is an immense honour and privilege to declare that I will take on the role to the best of my ability and judgement.

To be chosen as chair of the PC is something Cllr Frostick is very used to and it is to Cllr Frostick I direct my first words as Chairman, Terry, thank you!

Your service to our town has been invaluable. You've been chairman for 8 years, a councillor for so much longer and your colleague councillors would like to show appreciation by the giving of something we know you'll cherish – a plaque and a rose tree! (room fills with laughter) seriously, please accept this gift as a mark of our thanks. Please join me in a thank you round of applause for Cllr Frostick.

I guess now it would be useful now Cllrs have voted for me to at least describe what you have voted for!

I have spoken to some of you about what I'd like to achieve for our Council but to record that publicly, I'm looking to work on 3 things.

The first is that we are more inclusive of our wider Parish, there is more to Thaxted than the Conservation area and Town street. It's great that we now have Nick & Jenna to be the voice and ears of far flung hamlets to add with Victoria's.

Secondly, I'd like us to be more communicative and visible. We are a pretty quiet council and given there are 11 of us I think we can do better than we currently do to reach our parishioners.

Lastly, I would like us to be a kinder Council, kind to the environment, our Parishioners and really importantly, to each other.

It's probably a bit too late if councillors think my 'manifesto' is rubbish as the vote has been cast so I'll finish by thanking you all for your part in making this council work as part of the community, thank you for your time and thank you for your part in making Thaxted such a thriving community. Thank you.

21/22.957 RETIRING CHAIRMAN ADDRESS

I was going to give a long boring speech, but I can already hear Alison saying 'Get on with it', so I will not. Just to say it's been a privilege to have been the Council Chairman for the past 8 years following the sudden resignation of the previous chair after 18 months which was during turbulent times for the council in 2014.

Having been Vice Chairman for 8 years previously I was not expecting to be Chairman so soon. Again, I was to face turbulent times in 2016 with the leaving of the then Clerk. I took on the role of Clerk as well and Chairman for 3 months in 2016 to ensure the Council continued to functioning which nearly put me under. I must thank Mike Collins for all his advice and wisdom and help during this difficult time.

Our Dena came into our Council life in 2016 having worked for the library service, we have together steadied the Council and taken in out of the limelight and put it back on a firmer footing. Some may agree and some may disagree with my way of 'Dictatorship'... I mean Chairmanship, but we are where we are. (laughter filled the room)

I am going to find it difficult not to meddle and Andy has instructions to tell me bluntly to Butt out as and when necessary.

I would like to say thank you to Joan(Francis) for keeping me on my toes and asking pertinent and sometimes thought-provoking questions. (a round of applause to Joan) and Finally I wish Andy all the best as your new Chairman and will do my very best to support guide and assist as needed.

21/22.958 ELECTION OF VICE-CHAIRMAN

Cllr Howells is nominated by Cllr Frater seconded by Cllr Frostick
RESOLVED that Cllr Howells takes the position of Vice Chairman

21/22.959 APOLOGIES FOR ABSENCE

Cllr N Weakley, Cllrs Martin Foley & Mike Taylor
The Chairman sends the councils well wishes to Nick for a speedy recovery.

21/22.960 DECLARATION OF INTERESTS

None

21/22.961 PUBLIC REPRESENTATIONS

None

21/22.962 TO REVIEW AND AGREE ALL COMMITTEE TITLES INCLUDING MEMBERSHIP NUMBERS AND TO APPOINT COUNCILLORS TO THE COUNCIL'S COMMITTEES

- a. **Assets & Services (6)**
Cllr Howells (Chair) Cllr Perks (Vice Chair) Cllr Frostick, Cllr Knight, Cllr Flint, Cllr Williams, Cllr Spencer,
- b. **Finance & Establishment (6)**
Cllr Frostick (Chair), Cllr Williams (Vice Chair) Cllr Howells, Cllr Perkins
- c. **Guildhall Management Committee** (All Parish Councillors, ECC and District Councillors and 2 reps from Yardley's)
All Parish Councillors, Cllr Frater (Chair), Cllr Weakley (Vice Chair) pending acceptance
- d. **Planning Committee** All Councillors and One non-Councillor

All Councillors plus Richard Haynes and Peter Neal (with 1 vote combined) Cllr Spencer (Chair) Cllr Weakley (Vice Chair)

21/22.963 APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN TO THE COUNCIL'S COMMITTEES

To receive nominations for and to elect the Chairmen and Vice-Chairmen of the Council's Committees as above:

Assets & Services **RESOLVED** to appoint Cllr Howells (Chair) Cllr Perks (Vice Chair)

Finance & Establishment **RESOLVED** to appoint Cllr Frostick (Chair), Cllr Williams (Vice Chair)

Guildhall Management Committee **RESOLVED** to appoint Cllr Frater (Chair), Cllr Weakley (Vice Chair) pending acceptance

Planning Committee **RESOLVED** to appoint Cllr Spencer (Chair) Cllr Weakley (Vice Chair) pending acceptance.

21/22.964 TO REVIEW AND AGREE TO APPOINT COUNCILLORS TO THE COUNCIL'S STANDING WORKING GROUPS

- a. **Thaxted Local Plan (3)**
Chairman: Richard Haynes
Vice Chairman: Cllr Frater
Cllr Barrington
Cllr J Spencer
Cllr A Wattebot
Peter Neal
David McPherson
- b. **Prevention of Crime (4)**
Chairman: Cllr. R Barrington
Vice-Chairman: Cllr. A Frater
Cllr. J Perkins
- c. **Clarence House Gardens (4)**
Chairman: Nick Elcombe
Vice Chairman: Cllr. A Howells
Cllr. R Williams
Cllr. A Frater
Cllr. P Flint
Bob Bass
Jill Palmer
- d. **Thaxted Parking (4)**
Cllr P Flint
Cllr R Barrington
Cllr J Perkins
Peter Neal (rep Neighbourhood Plan committee)

21/22.965 TO CONSIDER and APPOINT COUNCIL REPRESENTATIVES TO THE FOLLOWING COMMITTEES OR ORGANISATIONS

- a. **Bolford Street Hall Management Committee**
Cllr. R Williams
Cllr. A Frater
- b. **Windmill Trust Management Committee**
Cllr V Knight
- c. **Maynards Charity**
Chairman and Vice Chairman (Cllrs Frater & Howells)
- d. **Thaxted Twinning Association**

- e. Cllr Barrington
Parish Transport representative
Cllr Wattebot
- f. **The Thaxted Society**
Cllr Frater
- g. **Patients Participation Group – Thaxted Surgery**
Cllr Spencer
- h. **(New) TPS School Governors**
Cllr Spencer

21/22.966 REPORTS FROM DISTRICT COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED
None received

21/22.967 REPORTS FROM COUNTY COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED
None Received

21/22.968 MINUTES

RESOLVED To **APPROVE** and sign as a correct record the minutes of the Council meeting held on 12th April 2022

21/22.969 APPOINTMENT OF INTERNAL AUDITOR

RESOLVED To **APPROVE** and **AGREE** the re-appointment of Mrs Vicky Waples as Internal Auditor for the 2022-2023 financial year as an independent auditor.

21/22.970 PLANNING

1) UTT/22/0981/FUL UTT/22/0982/LB

PROPOSAL: Conversion of barn to 1no. dwelling including single storey side extension (amendment to previously approved application UTT/20/1014/FUL)

LOCATION: Barn at Richmonds In The Wood, Cutlers Green

RESOLVED to **SUPPORT**

2) UTT/22/1020/FUL

PROPOSAL: Section 73A Retrospective application to vary conditions 4 (approved plans) and 5 (vehicular access) attached to UTT/20/0614/OP (approved at appeal APP/C1570/W/21/3269464) - alterations to access.

LOCATION: Claypits Farm Bardfield Road

Holding **OBJECTION** on the grounds of insufficient information reference signage and content.

3) UTT/22/1045/HHF

PROPOSAL: Proposed two storey side extension

LOCATION: 6 Star Mead Thaxted

RESOLVED to **OBJECT** overdevelopment and overlooking and loss of covered car parking space. In the event that UDC are minded to approve the application we would ask that the side window is either removed or the glazing obscured.

4) UTT/22/0999/HHF

PROPOSAL: Proposed replacement of beech boundary hedge with a fence.

LOCATION: Harveys Cottage Watling Lane

RESOLVED to **OBJECT** on the grounds that The Parish Council can see no justification for the removal of the hedge for several reasons including ecological conservation and aesthetics, hedges are a valuable ecological resource. The proposed fence is entirely out of keeping with the setting of the Conservation Area.

5) UTT/22/1163/HHF
UTT/22/1164/LB

PROPOSAL: Single storey rear extension.

LOCATION: Cutlers Cottage Orange Street

RESOLVED to **OBJECT** on the grounds that the design is not in keeping with the conservation area vernacular. Comments made previously by The Parish Council on the related application are submitted again.

6) UTT/22/1298/HHF

PROPOSAL: Two storey rear extension

LOCATION: 16 Wainsfield Villas Bardfield Road

RESOLVED to **SUPPORT**

21/22.971 To note the Uttlesford planning service update

<https://www.uttlesford.gov.uk/planning-service-update-may-2022>

The comments from this council directed to our district Cllr Foley is that the progress seems to have slowed.

21/22.972 To Note the intended closure of Walden Road, due to commence on 20th June 2022 for 131 days <https://one.network/?tm=124210322>

Comments made to engage in speeding management in adjacent areas for safety concerns

21/22.973 S106 update

To receive a verbal update in connection to the Land South of Samford Road, Thaxted: UTT/12/5754/**FUL**
The Clerk has sent two emails to the officer at UDC who has to date not responded with any updates, it is resolved today that the Clerk will escalate this next week to the Chief Executive Officer and our District Cllr.

21/22.974 QUEENS JUBILEE

To receive an update on current budget and spending. Cllr knight reports on the spending so far and that the deficit we currently face is in the region of £320.

To note that UDC have approved a grant of £1000 towards the event.

21/22.975 To Note Thaxted Youth Club to invite the Councillors to the grand opening of Thaxted's new half pipe skate ramp.

When: 2.00-6.00 pm on Friday 03 June 2022

Where: Thaxted Youth Club

21/22.976 INSURANCE POLICY REVIEW & RENEWAL

To review the council's current insurance policy remains adequate and approve the 3rd year of the pre-agreed 3-year term at a cost of £TBA, (the three year term expires in May 2023), please note that our current insurance provider is no longer able to support our needs therefore a new quotation is being prepared for your consideration via Aviva.

21/22.977 FINANCE

a) EMR's

To **NOTE** the revised EMR's pre-YEAR END accounts close down (2021/22)
(See attached report)

b) FUTURE RECOMMENDATIONS BY THE RFO FOR COUNCIL CONSIDERATION AND RESOLUTION

During Year end close down to **RESOLVED** to **APPROVE** the RFO move underspends in to EMR's as appropriate in accordance with their codes. e.g. 101 = establishment, so any EMR set up to facilitate future establishment work could be used.

c) TO REVIEW ONLINE PAYMENT FOR APPROVAL

RESOLVED to sign and approve the online payments as detailed

d) PRECEPT

To **NOTE** the first half of the Precept has been received from UDC with thanks.

21/22.978 DATE OF THE NEXT MEETING

The date of the next Council Meeting will be on **Tuesday 14th June 2022** The Guildhall at 7:30pm. Future meeting times going forward to be discussed and agreed pending majority decision.

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.

21/22.979 To Receive a verbal update on the Land Dispute at Levitt's Amenity Land site
Cllr Frostick provides the council with an update on the legal status of the boundary dispute, this council **RESOLVES** to allow Cllr Frostick to continue to pursue this matter with the Councils full support in collaboration with the Clerk.

21/22.980 To determine a response from the developer meeting regarding Bolford Street
RESOLVED to seek further time to collaborate on the site options with the developer and other interested parties