



THORPE LE SOKEN PARISH COUNCIL
NOTICE OF MEETING
CLERK: MRS JESSICA BALL

October 2021

You are hereby summoned to attend a meeting of the Parish Council that is being held on Monday 11th October 2021 at 7.00pm held at Thorpe Baptist Church. Members of public and press are welcome to attend.

Jessica Ball - Clerk to The Parish Council.

AGENDA

- 1. Chairman To convene meeting**
- 2. Apologies for absence: Clerk, Councillor Ewart**
- 3. Confirmation of minutes of last meeting held Monday 13th September 2021**
- 4. Declaration of Members Interests:** Councillors to declare any personal or judicial interest in any items on the agenda. Items may also be declared at any point in the meeting where they become apparent.
- 5. Election of Vice Chair**
- 6. Public discussion**
An opportunity for any members of the public to raise any issues or concerns for discussion.
- 7. Chairman's report**
Update on local matters
- 8. Clerk career break**
Due to personal circumstances, the current clerk was going to hand in notice of resignation, however a suggestion was put forward that she take a step back from full duties and that stand in clerk, Maria Johnston, takes on the role of acting clerk during the proposed career break. During this time, Jess, will be available to provide support where needed. Handover to start from next month.
Motion to council: To approve Maria Johnston as acting clerk, update bank mandate with Maria as signatory and agree retainer fee for existing Clerk whilst on sabbatical.
- 9. Church lighting project**
The planning application for the church has been returned as 'not acceptable' as the planning office require specific scaled location plans, design and access statements and scaled block plans in order to be able to process the application. A quote to prepare the information to spec has been obtained and this will come to no more than £80
The church development committee have identified remedial works to the initial temporary lighting fixtures. These works have been quoted at £825.00
Motion to council: To approve additional costs for planning application and project

10. Allotments

After various delays due to covid and bad weather, Bennett homes are now read to hand over the allotments to the PC. There is some work to be undertaken by TPC, including dividing the site into the plots. The National Allotment Society (NAS) offers local council membership which provides access to initial legal advice on a range of issues e.g tenancy agreements, leases, rent rises etc as well as template documents. Local council membership is £66 per year inc. vat. TPC has allocated reserves within the annual budget for setting up the allotments (£14,000 allocated for projects/allotments), councillors are invited to give some thought as to what features they may wish to install. (Benches, raised beds for community garden, toilets etc.)

Motion to council – to agree to joining NAS

11. Audit

We have received the conclusion of this years audit from the external auditor, who identified no issues or concerns. We are now required to pay the audit fee of £360.00 (this is included below in the accounts section).

12. Five Estuaries Offshore Wind Farm

The council has received a request from the planning inspectorate with regard to scoping opinions on information to be considered in the environmental survey.

13. Thorpe trail guide

A quote has been received for photographic services of ley locations around Thorpe to be published as part of a trail Guide. The fee quoted for this service is £150.

Motion to coucil: To consider the idea of a Thorpe trail/guide and approve quoted costs.

14. Planning

Applications received

21/01627/FULHH	Proposed two storey wrap-around extension.	3 Railway Cottages Station Road
21/01633/LUPROP	Proposed single storey extension to existing dwelling.	39 Frinton Road Thorpe Le Soken
21/01661/LUPROP	Proposed single storey rear extension.	Long Furrows Vicarage Lane
21/01397/FUL	Proposed construction of 28 no. bungalows with associated parking, roads, site infrastructure and hard and soft landscaping.	Land East of Henderson Road
21/01540/FULHH	Proposed single storey rear extension.	7 Station Road Thorpe Le Soken

Following the councils objections and comments with regard to application reference **21/01411/FUL** for Holiday Caravans on land at Thorpe Cross, the council have received alternative condition wording from the planning office and are asked to consider these as acceptable or provide further comment.

Applications determined

21/01148/FUL	Retrospective application for proposed change of use from holiday let back to residential use.	27A Frinton Road
21/01169/ADV	Consent to display 2x "Residents Only" parking signs (1200x450) and 1x "Residents Only" parking sign (350x450).	New Town Road

15. Accounts for period 14th Sept – 11th Oct incl.

To receive and approve the monthly accounts and payments.

Cllrs to approve Cheques/on-line payments for signature/approval, agree D/Debits & S/Orders:
All cheques/on-line payments to be signed by two designated members of PC.

16. Sub Committee Reports:

a. Fibre High Speed Broadband	Cllr Ewart
b. BMX Track	Cllr Raftery
c. Christmas Lights	Cllr Raftery
d. Highways and Pavements	Cllr Blandford
e. Lockyer's Wood	Cllr Coulter
f. Parish Footpaths & Village Greens	Cllr Fielder
g. Playing Field	Cllr Starling
h. Street Lighting	Clerk and Chairman
i. TDALC	
j. Thorpe in Bloom	Cllr Carpenter
k. Allotments	

17. Date of next meeting

To Discuss and agree the date of the next meeting.

18. Close of meeting