



**MINUTES OF THE PARISH COUNCIL MEETING**  
**Held Monday 11<sup>th</sup> October 2021 at Thorpe Baptist Church**

October 2021

**MINUTES**

**1. Chairman's welcome**

Chairman opened meeting and welcomed members of the public and Councillors.

**2. Apologies for absence: Clerk, Councillors Starling, Raftery, Ewart.**

**3. Confirmation of minutes of last meeting held Monday 13<sup>th</sup> September 2021**

Proposed as true record by Chairman. Seconded Cllr Coulter. All in favour.

**4. Declaration of Members Interests:**

There were none

**5. Election of Vice Chair**

Cllr Powell resigned as Vice Chair. Carried over to this month so more Councillors were present. Chairman proposed Cllr Cooper. No other nominations. Seconded by Cllr Fielder. All in favour. Cllr Blandford proposed to get a card and gift for Cllr Powell. Seconded Cllr Cooper. All in favour.

**6. Public discussion**

Mr Harvey, a resident, representing the church to see if any grants available via the parish council. Churches inspected every 5 years and in 2020 it was reported that a lot of repairs were required, mainly the roof. £100-150k to replace the roof. 4 objectives -

- Seek support from Parish council for church repair works
- Establish if the work required is subject to 106 money
- If section 106 is applicable - further developments in the village which may help
- If section 106 not appropriate, any other funding/grant schemes available?

Cllr Carpenter recommended about getting another survey completed which may come out cheaper. Chairman spoken to TDC about section 106. Will continue to investigate and work with Mr Harvey.

**7. Chairman's report**

From ECC pot, Chairman has given parish council £1000 from locality fund

Walton road improvement works commenced today

Emergency drain repairs at memorial were carried out today

COVID summer grant of £2000, helped a couple of families in the village. Shopping vouchers are also available – if anyone requires, please let Chairman know.

Frinton Road development scoping has started – building work will start in March. Section 106 says we will get around £35,000 for Lady Nelson playing field.

Alien purchased through the community.

**Action: Clerk - Send an email to Parkers nurseries to thank them for the hanging baskets.**

Delivering a housing needs leaflet to all those in the village.

**8. Clerk career break**

Due to personal circumstance, the current Clerk will be taking a 6-month career break. Motion to council to approve Maria Johnson as acting Clerk, update bank mandate and agree retainer fee for existing Clerk.

Councillors put forward that during the 1 month stand down time for current Clerk, communication should be made with Maria for training/handover. During the 6-month break, an hourly consultative rate will be made as and when required for a maximum of 10 hours a month, to be extended by both parties if needed. 2-month notice period should be given towards the end of the 6-month break should current Clerk wish to resign.

Proposed by Cllr Fielder, seconded by Cllr Carpenter. All in favour.

**9. Church Lighting Project**

£855 – proposed by Chairman. Seconded by Cllr Coulter. Cllr Cooper, Carpenter and Blandford in favour. £825 & £37 spent by Chairman

**10. Allotments**

Proposed by Chairman to join the National allotment society. Seconded by Cllr Cooper. All in favour.

**11. Audit**

It was noted that the external auditor found no issues with the 2020/21.

**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.

Need to respond by November 2<sup>nd</sup>. Comments raised

- What would be the disruption to the identified land?
- There is a substation for the current offshore – could they link this farm with that?

**13. Thorpe trail guide**

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

Proposed by Chairman. Seconded by Cllr Coulter. All in favour.

**14. Planning**

**Applications received**

21/01627/FULHH	Proposed two storey wrap-around extension.	3 Railway Cottages Station Road	Refused last time as Conservation area, original railway cottages, heritage,  Our comment, no objections - provided there is confirmation from ECC heritage
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			that it's now acceptable
21/01633/LUPROP	Proposed single storey extension to existing dwelling.	39 Frinton Road Thorpe Le Soken	No objections
21/01661/LUPROP	Proposed single storey rear extension.	Long Furrows Vicarage Lane	No objections
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	Objection. Proposed by Cllr Cooper, seconded by Cllr Coulter. All in favour  Cllr Cooper to send Clerk and Chair comments.
21/01540/FULHH	Proposed single storey rear extension.	7 Station Road Thorpe Le Soken	No objection.

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.  
Objection. Proposed by Chair, seconded by Cllr Coulter. All in favour. Cllr Cooper to provide comments to Clerk and Chair.

**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 14<sup>th</sup> Sept – 11<sup>th</sup> 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.

Cheque #	Payee	Invoice No	Amount	VAT	Budget line
2508	TDC		£117		Church lights (planning fee)
OP	First rescue		£92.34		Defib pads
OP	GCS Alarms		£96.00		CCTV annual service
OP	Advancedscape (J Ball)		£258.00		Dog bins

OP	Catch PR	4992	£144		Web hosting
OP	*Covid fund recipient		£414		N/A (to be reimbursed by ECC)
OP	Sid Hutchby		£168		OS grass cutting
OP	Dan Land (covid fund voucher purchase)		£1555.00		N/A (to be reimbursed by ECC)
OP	Dan Land (covid fund voucher purchase)		£31		N/A (to be reimbursed by ECC)
OP	Great Oaktree service	413	£1500		OS Maintenance – Lockyers wood (paid under agreed LW payment authority)
Income received					
	D Land		£6.00		Covid fund excess
	TDC		£27,496		Precept 2 <sup>nd</sup> instalment

**STANDING ORDERS:**

Jess Ball	£867.68	Staff Wages
Naze Lamb	£490	Playing field maintenance

**DIRECT DEBIT'S will be paid by Bank around 12<sup>th</sup> of each month**

A&J Lighting	£84.00
A&J Lighting	£201.42
e.on	

Payments requiring approval/pending

Payee	Invoice No	Amount	VAT	Budget line
Clacton Business Services	14672	£45.00	£7.50	Payroll admin
PKF Littlejohn		£360.00	£60.00	Audit fee

**Account balances:**

Treasurers account	Savings Account (Bus banking)	Margery Wright fund	It's a Knockout/Thorpe Fete
	£50,445.26	£5,266.05	£0.00

Following review of the accounts, the chairman proposed that they be accepted and approved, seconded by Cllr Fielder. All in favour.

**14. Sub Committee Reports:**

- a. **Fibre High Speed Broadband** Cllr Ewart – Nothing to report.

- b. **BMX Track** Cllr Raftery – Nothing to report.
- c. **Christmas Lights** Cllr Raftery – Nothing to report.
- d. **Highways and Pavements** Cllr Blandford – Parking is still happening on the red lines down Landermere Road. Cllr Blandford will be contacting the North Essex Parking Partnership (NEPP). Note to ask Thorpe Magazine to add into the magazine that if anyone wishes to complain, to contact NEPP
- e. **Lockyer's Wood** Cllr Coulter – Books will be removed for the winter.
- f. **Parish Footpaths & Village Greens** Cllr Fielder – Due to have a meeting about the far Thorpe Green Pond as excavation work will need to take place next year.
- g. **Playing Field** Cllr Starling – Nothing to report.
- h. **Street Lighting** Clerk and Chairman – Nothing to report.
- i. **TDALC** Nothing to report.
- j. **Thorpe in Bloom** Cllr Carpenter – Now coming to end and hanging baskets will be coming down
- k. **Allotments** Nothing to report.

- 15. Date of next meeting**  
To Discuss and agree the date of the next meeting.  
Monday 8<sup>th</sup> November 2021.

- 16. Close of meeting – 8:45pm**