



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

You are hereby summoned to attend a meeting of the Parish Council that is being held on Monday 8th September 2025 at 7.00pm held at Thorpe Baptist Church. Members of public and press are welcome to attend.

Jessica Ball – Parish Clerk.

A G E N D A

1. Chairman To convene meeting

2. Apologies for absence: Councillors Chandler & Blandford

3. Confirmation of minutes of July meeting held Monday 14th July 2025

4. Declaration of Members Interests

5. Public discussion

6. Chairman's report

7. Memorial bench

A request has been received from a member of the public regarding a memorial bench to his father, David Page, who had a shop in the village for a number of years.

8. Purchase of general maintenance equipment

To consider and approve purchase of jerry can, heavy duty gloves and rakes etc. for maintenance of allotments and open spaces.

9. Waste disposal

To consider waste disposal solutions for waste collected by street sweeper and maintenance of the allotments.

10. Village planters – maintenance

To consider options for maintenance of the Thorpe village sign planters, which have become unkept and overgrown, with the exception of Colchester Road.

11. Skate ramp concrete repairs

To consider and approve quote for repairs to the skate ramp concrete.

12. Website redesign

To consider redesign of the Thorpe parish council website whilst as part of the legislated migration to .gov.uk domains

13. Tree works

To consider and approve quote for tree works at Lockyers wood and playing field

14. Planning

Applications received

| | | |
|----------------|---|--|
| 25/01186/FULHH | Part two storey part single storey rear extension, enclosure of front porch, and front boundary wall and gates | 19 Frinton Road Thorpe Le Soken CO16 0JF |
| 25/01200/FUL | Planning Application - Erection of boxing gymnasium | Land East of Station House Station Road |
| 25/01235/VOC | Application for Variation of pre commencement Conditions of application 22/02117/FUL to enable/allow limited below-ground foundation works to be carried out to implement the permission by constructing the base for the DNO substation. | Thorpe Park Solar Farm |
| 25/01255/FULHH | Householder Planning Application - Conversion of existing outbuilding to annex ancillary to main dwelling | Thorpe Green Farm Colchester Road |

Applications determined

| | | |
|--|--|--|
| 25/00788/FULHH Approval - Full | Householder Planning Application - Outbuilding to rear of property | Thorpe Green Farm Colchester Road |
| 25/00783/FULHH Approval - Full | Single storey side extension, single storey front porch and garage/cart lodge building. | Comarques Farm Bungalow Colchester Road |
| 25/00302/LBC Approval - Listed Building Consent | Application for Listed Building Consent - Demolition of the conservatory and restoration of that part of the site to its previous condition. | The Abbey Abbey Street |
| 25/00785/FUL Approval - Full | Planning Application - Erection of 3 bay cart lodge and change of use of land to residential garden | Land adjacent to Thorpe Green Farm Colchester Road |

15. Accounts for period 15th July 2025 – 8th September 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.

STANDING ORDERS:

J Ball
Naze Lamb

£ [REDACTED]
£490

Staff Wages
PF maintenance

| Payee | Inv. | Amount | Budget line |
|--------|------|--------|------------------|
| Lloyds | | 4.25 | Account charge |
| Lloyds | | 4.25 | Account charge |
| HMRC | | 720.48 | Employment costs |

| | | | |
|----------------------------|--|---------|---|
| MRL | | 1147.50 | Xmas lights |
| MRL | | 734.40 | Xmas lights |
| NDM distribution | | 1199 | Street sweeper |
| Lloyds | | 4.25 | Account charge |
| Lloyds | | 4.25 | Account charge |
| GCS | | 96.00 | CCTV service |
| HMRC | | 61.04 | Employment costs |
| Knights | | 591.60 | Legal fees |
| Knights | | 626.40 | Legal fees |
| M. Fielder (reimbursement) | | 72.00 | Key cutting |
| Naze Lamb | | 108.00 | O/S grass cutting/maintenance |
| Naze Lamb | | 108.00 | O/S grass cutting/maintenance |
| Naze Lamb | | 144.00 | O/S grass cutting/maintenance |
| Naze Lamb | | 259.20 | O/S grass cutting/maintenance |
| Income Received | | | |
| Allotment plots 9 & 11 | | 90 | Annual rent |
| | | | |
| Payments pending | | | |
| Catch PR | | £216 | New domain name reg and website hosting |
| | | | |

16. Sub Committee Reports:

- | | |
|--------------------------------------|---------------------------------|
| a. Christmas Lights | Clerk |
| b. Highways and Pavements | Cllr Blandford |
| c. Lockyer's Wood | Cllr Coulter |
| d. Parish Footpaths & Village Greens | Cllrs Fielder & Moor |
| e. Playing Field | Chairman |
| f. Street Lighting | Chairman / Clerk |
| g. Thorpe in Bloom | Cllr Carpenter |
| h. Allotments | Cllrs Holland, Lloyd & Chandler |

17. Date of next meeting

To agree the date of the next meeting.

18. Close of meeting