



***MINUTES OF THE PARISH COUNCIL MEETING***  
***Held Monday November 10th 2025 at Thorpe Baptist Church***

**Minutes**

**1. Chairman To convene meeting**

The chairman opened the meeting and welcomed everyone in attendance.

**2. Apologies for absence:** Councillors Ewart and Coulter

In attendance: Councillors Land, Moor, Fielder, Holland, Carpenter, Lloyd, Chandler, Cooper, Blandford  
4 members of the public

**3. Confirmation of minutes of July meeting held Monday 13<sup>th</sup> October 2025**

Having been previously circulated, Councillor Fielder proposed that the minutes be accepted as a true record of the October meeting. Councillor Chandler seconded the motion subject to a minor change regarding the number of MOP's in attendance.

**4. Declaration of Members Interests**

There were none

**5. Public discussion**

Frances raised a concern regarding the gates at the allotments and asked for an update. Councillor Chandler provided an update on this. Frances also raised concerns regarding other plot holders conduct and attitude towards other plot holders and the impact this is having on the community feel at the allotments. This was reinforced by Kim and Gary from Marketfields school.

**6. Chairman's report**

The chairman congratulated the RSA for their fireworks event, which was very well attended. Thorpe festival trust are organizing their Christmas festival for Friday the 5<sup>th</sup> December. The Chairman thanked Councillors Lloyd and Chandler for all their work at the Allotments. A special thanks went out to all involved with the road closures and organisation that went into the Remembrance Day service.

A thank you to Parkers for the baskets again this year and their continued support. Also to Mary & Mick Sullivan and team for maintaining thememorial, James Carpenter for putting up and taking down hanging baskets, and to April and Andy Gates for planters.

The chairman briefly updated that the Essex councils are currently awaiting decision from central government on proposals put forward for new unitary councils and the format this will take.

The Clerk added that we had received correspondence from the church regarding damaged cabling and lights for the festive illuminations that were identified during their 4 yearly building survey and concerns that these may present a fire/H&S risk. This has been passed onto MRL to inspect, although the church were concerned it may not be possible to make safe in time for this years festive lighting display.

**7. Radar activated speed sign – Station Road**

A brief discussion took place regarding the Elan city offer for 2 signs and a potential location on Station Road. Councillor Fielder proposed that the 2 signs be purchased, one to be installed on Station road. Councillor Holland seconded the motion, all were in favour.

**8. Road Closure signs**

Councillor Fielder proposed the quote for Remembrance Sunday road closure signs be approved, Councillor Carpenter seconded the motion, all were in favour.

**9. New padlocks & slide locks for allotment gates**

The Chairman proposed a budget of £200 for new lock mechanisms and padlocks. Councillor Cooper seconded, all were in favour

**10. Pedestrian gates and security camera for the community garden**

A brief discussion took place regarding the fencing and quote to install a pedestrian gate for the community garden so that this could be made more accessible to the community. With the input of Frances Bruce (allotment holder) it was deemed that a security camera would most likely not be well received by the allotment holders. Councillor Chandler proposed a budget of up to £500 for the gate and associated works, Councillor Moor seconded the motion. Unanimously carried.

**11. Allotment fencing**

Councillor Chandler provided an overview of the different quotes provided, and proposed that we accept the fencing quote from Mansfield fencing. Councillor Moor seconded. Unanimously carried.

**12. Dog bins**

Councillor Lloyd raised issues with the dog bins whereby people are using the public dog bins for their own domestic dog waste. Some bins on popular walking routes around the village are regularly at capacity and could be replaced with bigger bins. Councillor Lloyd proposed a budget of £1000 for new bins and signage, Councillor Moor seconded the motion which was unanimously carried.

**13. Lockyers woods**

A discussion took place regarding the proposals to install trail camera in Lockyers Wood to try and reduce the instances of vandalism, but due to lack of power these need to be battery operated trail cameras, which raises questions about image quality. Councillor Fielder suggested a wireless S4 pro, although this costs significantly more than the circa £200 cameras that had been considered when the previous budget was approved. Councillor Land proposed that we double the existing budget for cameras in Lockyers wood, Councillor Fielder seconded the motion, which was unanimously carried.

**14. Training**

A brief discussion took place regarding what training is available and what training should be undertaken by new councillors. An annual budget of £500 is allocated for councillor training. Training is provided by EALC, who have recently launched new training hubs. Councillors may go on any available training that is of interest to them.

**15. Essex Shed Network**

Essex Shed Network had been invited to attend the meeting, but as no response had been received this agenda item was not discussed.

**16. Website redesign**

Councillor Lloyd gave an over view of work to revamp the village sign logo, and how this is being evolved. A brief discussion took place regarding the meaning of some of the elements on the logo. Rolling item to be discussed again in December.

## 17. Planning

### Applications received

25/01353/FULHH      Householder Planning Application - Proposed side and rear extension to dwelling, detached garage to front and picket fence and gate (with brick piers) to frontage.      No comments

### Applications Determined

25/01186/FULHH      Part two storey part single storey rear extension, enclosure of front porch, and front boundary wall and gates.      Noted

25/01255/FULHH      Householder Planning Application - Conversion of existing outbuilding to annex ancillary to main dwelling      Noted

## 18. Accounts for period 14<sup>th</sup> October 2025 – 10<sup>th</sup> November incl.

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      £ [REDACTED]      Staff Wages  
Naze Lamb      £490      PF maintenance

Payee	Amount	Budget line
Bestport Europe	£185.90	Allotments
PKF Littlejohn	£378	Audit
Thorpe Baptist Church	£300	Meeting room hire
A&J Lighting	£202.80	Street light maintenance
Mr G Chandler	£91.67	Reimbursement for tools /H&S equipment
Royal British Legion	£20	Poppy Wreath
Lloyds	£4.25	Account service charge
Lloyds	£4.25	Account service charge (allotment account)
Great Oaktree Land Services	£1,440	O/S tree works
Steve Box Property Maintenance	£450.57	O/S Skate ramp concrete works
TDALC	£20	Affiliation fee
<b>Payments pending</b>		
Knights Professional Services	£2,088	Legal fees
SJH Services	£5,000	O/S tree works LNPF
Scottish Power	£323.14	Xmas lights power 24/25
<b>Income received</b>		
Plot 8	£30	Allotments tenancy

**Fielder proposed, Cooper seconded, all in favour**

**19. Sub Committee Reports:**

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|--|--|
| a. Christmas Lights                      | Nothing further to report on earlier update          |
| b. Highways and Pavements                | Nothing to report                                    |
| c. Lockyer's Wood                        | Councillor Carpenter proposed the kissing gate quote |
| approved, Lloyd seconded. All in favour. |  |
| d. Parish Footpaths & Village Greens     | Nothing to report                                    |
| e. Playing Field                         | Nothing to report                                    |
| f. Street Lighting                       | Nothing to report                                    |
| g. Thorpe in Bloom                       | Thanks again to Parkers and James Carpenter          |
| h. Allotments                            | Nothing further to add on earlier discussions        |

**20. Date of next meeting  
Monday 8<sup>th</sup> December**

**Close of meeting**