

# THORRINGTON PARISH COUNCIL

Agenda for the Parish Council  
meeting held

at

Thorrington Village Hall

dated

Wednesday 8th May

2024

at 7.15pm



# THORRINGTON PARISH COUNCIL



Members of the Council are hereby summoned to attend the Parish Council meeting being held at Thorrington Village Hall, Church Road, Thorrington on Wednesday 8th May 2024 at 7.15pm. Members of the press and public are welcome to attend.

## AGENDA

1. **Election of Chairman:**  
Council to consider and elect a chairman for the following year.
2. **Election of Vice Chairman:**  
Council to consider and elect a vice chairman for the following year.
3. **Co-option of Councillor(s):**  
Council to consider applications received for the four vacant seats following the election.
4. **Apologies for absence:**  
Council members are required to forward their apologies to the Clerk ahead of the meeting.
5. **Appointment of representatives:**  
Council to consider and appoint Councillors an area to monitor and report on.
6. **Disclosure of pecuniary interests:**  
Council members to identify any item on the agenda that they have a connection to as introduced through the Localism Act 2011, failure to do this could result in a fine and a ban.
7. **Minutes of previous meeting:**  
To approve the minutes of the meetings held dated 3<sup>rd</sup> April 2024.
8. **Public Questions - 15 minutes time allowed for this item:**  
Members of the public in attendance may ask the Parish Council a question. Following this item members of the public are welcome to observe the rest of the meeting but are asked to remain silent. Any question that requires a Council decision must be added to a future agenda.
9. **Report from District Councillor: – 10 minutes time allowed for this item:**
10. **Report from County Councillor: 10 minutes time allowed for this item:**
11. a) **Planning applications: None Received**  
b) **Planning resolutions/determinations:**

<a href="#">24/00231/FUL</a> Approval - Full 17.04.2024 Delegated Decision Mr and Mrs Baker	<i>Rookwood Stables, Brightlingsea Road, Thorrington Planning Application - Replacement stables, mobile field shelter on skids and temporary siting of caravan whilst the new dwelling (approved under planning reference 22/01845/FUL) is constructed.</i>
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12. **Approval of Documents: Council to review the documents and re adopt to realign amended documents from March 2024.**  
Standing Orders, Financial Regulations, Code of Conduct, Internal Controls, Business Continuity, Asset Register, Risk Assessment.
13. **Long term Budget Forecast/ Wishlist of Council Assets:**  
1 to 5 Year Plan: What is the vision of the council and what do you want to achieve? Strategic Plan & Action Plan required to show how Budgets are to be used.

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## 14. Bottle Bank:

Parish Clerk has liaised with DC Ann Wiggins and G Scott to enquire as to how we can obtain a bottle bank for Thorrington. The Bottle Bank location has kindly been provided by The Red Lion Pub.

## 15. Online Banking:

Cllrs P Sadler, G Parks and G Krinks are now authorised to approve payments via the online Banking Platform for Unity Trust Bank.

## 16. HSE Risk Assessment: Home Working

Parish Clerk to update the Council following the completion of the Risk Assessment undertaken during April 2024.

## 17. Domain & Emails:

Parish Clerk to provide an update regarding Cloud Next and Eyelid Productions: re website Domain and email platforms for quote; recommended by numerous other Parishes as they deal with the transfer from previous website. Email and Website are to be transferred to either .gov.uk or .org.uk within the next Financial Year as per PFK Little John; this is to satisfy the External Audit and to be compliant for the 2024-2025 financial year.

## 18. Training with the EALC:

Copford with Easthorpe Parish Council to be approached to contribute towards CiLCA Qualification: Training to be authorised for September 2024 start date: £450.00

## 19. Code of Conduct Training:

Parish Clerk to ask when the Council had Code of Conduct Training and if not happened in the past year to liaise with Tendring District Council to arrange a training session. This is important as a Councillor.

## 20. Electricity for Street Lights:

## 21. Dog Waste Bags:

Parish Clerk to provide an update regarding the 30 outstanding Boxes.

## 22. Internal Audit:

The Internal Audit documentation has been compiled and completed to the best of the Parish Clerks knowledge and understanding. All of the documents will be sent to the Internal Auditor via email.

## 23. Accounts:

Payments for approval and signatures at meeting on 8<sup>th</sup> May 2024.

## 24. Reports from Amenities Representatives:

Allotments	Councillor G Parks
Playing Field	Councillor A Sadler
Tennis Court	Councillor G Parks
Footpaths	Councillor Krinks
Tree Warden	Councillor S Parks
Hazel Close Open Space	Councillor P Sadler

## 25. Clerk's Report:

## 26. Councillor's Reports:

Date of next meeting 5<sup>th</sup> June 2024

Closure

Lynsey Ritchie-Fagg – Parish Clerk & RFO  
27<sup>th</sup> April 2024