

**THORRINGTON PARISH
COUNCIL**
Minutes
of the Parish Council
meeting held at
Thorrington Village Hall
dated
Wednesday 7th February
2024
at 7.00pm



THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



Present: Cllrs P Sadler, A Sadler, A Dewar, G Parks, S Parks, G Krinks

Also present: CCLlr A Goggin, DCllr A Wiggins, L Ritchie-Fagg (Clerk & RFO) and 10 members of the public.

The meeting was called to order at 7.02pm by Cllr P Sadler - Chairman

1. Apologies for absence:

There were none highlighted.

2. Disclosure of pecuniary interests:

There were none highlighted.

3. Minutes of previous meeting:

The minutes of the meetings dated 3rd January 2024 & 30th January 2024, having been previously circulated, were agreed by those present and signed by the Chairman as a true and accurate record.

4. Public Questions: 15 minutes time allowed for this item:

- A member of the public has asked about the Local Mineral Plan and has asked the Parish Council to state their objections. Cllr P Sadler has advised the public to get every individual to put in a response to the public consultation and to stick to the specifics highlighted in the RAG Report and to state that Thorrington does not want the quarry due to health, pollution, traffic, lorries and that it would be detrimental to the entire village.
- A member of the public has reminded those attending to vent opinions on the consultation to the correct website and not Facebook as nothing will be considered from social media.
- Cllr A Sadler has advised all documents regarding the Local Mineral Plan will be uploaded onto the Thorrington Parish Council website where it can then be shared for all people to access.
- Cllr A Sadler had advised for individuals to respond to the Local Mineral Plan and to make comments detailed.
- A member of the public highlighted that if the Local Mineral Plan for Thorrington Hall Farm is successful it would mean a lack and loss of footpaths, wildlife, streams and wells in the woods.
- Cllr G Parks stated objections really need to be shared by individuals.
- A member of the public stated they are concerned with the silica that will be in the air as this causes health concerns with those who have asthma, COPD and plants cannot grow in the garden.
- A member of the public thanked the Parish Council for arranging the tree cuttings and hedge trimmings in Chapel Lane.

5. Report from District Councillor A Wiggins: 10 minutes time allowed for this item:

- DCllr G Scott is to respond to Thorrington Parish Council regarding the CCTV camera equipment and speed readings.
- DCllr G Scott has received complaints regarding mud on Brightlingsea Road.
- Cllr A Sadler has requested the criteria and requirements to recommend nominees for the Pride of Tendring Awards.

6. Report from County Councillor: 10 minutes time allowed for this item:

- The Local Mineral Plan – Minerals are difficult as it is a legal requirement to do with the country and not chosen by Essex County Council or Thorrington Parish Council. If we want schools, Roads, Hospitals then we need sand.
- The problem lies with Thorrington and Brightlingsea as the ridge of sand runs deep through North Essex.
- If supply cannot meet demand it will be got from somewhere else. There are 52 sites across Essex and this is the new 10 year review, the last being in 2014.
- There is a 300 page report and CCLlr A Goggin has attended a meeting dated 8th February to discuss the A74 Local Mineral Plan: Thorrington Hall Farm.
- The RAG Report was undertaken independently by engineers and is crucial; as all answers for all scenarios are included within the RAG report.
- There are 6 areas where the report fails including:
 - Biodiversity
 - Historical Buildings
 - Access
 - Public Rights of Way
 - Services and Utilities
 - Health and Amenities
- However, the implementation of a 7.5 tonne weight restriction on Alresford viaduct on the B1027 north-west of Wivenhoe Road, Alresford, and the implementation of a diversion route to avoid the weak structure mean that all HGV

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



movements from the Site would be directed eastwards on the B1027 to St Osyth and Clacton on Sea and then northwards onto the A133.

- Concerns over HGV traffic generation/routeing from site, in particular for Thorrington village.
- Access proposed by the creation of a new access onto the B1027. No details provided.
- Appears to have good visibility in both directions.
- Concerns over route from site to main road network due to 7.5T weight restriction on the B1027 Main Road, Alresford.
- Due to potential increase in HGV movements on top of the current vehicle movements, mitigation measures to upgrade the existing junction (double mini roundabout) with Tenpenny Hill, Station Road, B1029 Brightlingsea Road and B1027 Clacton Road may be required. The junction has been highlighted as part of Tendring's Local Plan.
- 2 Public Rights of Way cross the Site. 3 Public Rights of Way are within 100m of the Site. Appropriate consideration would be needed to mitigate potential impacts on these Public Rights of Way and high levels of mitigation may be required which is likely to include diversion especially with regard to those Public Rights of Way crossing the Site.
- The Site has unproductive/medium to low groundwater vulnerability. A water body is present within the Site boundary and a large drainage ditch runs along the Site. The Site is likely to have a minor impact on hydrology, hydrogeology, and drainage. Appropriate consideration would be required to mitigate potential impacts on hydrology, hydrogeology, and drainage.
- The Site contains Grade 2 quality soil (very good quality agricultural land) and Grade 3 quality soil (good to moderate quality land), which is BMV land. Appropriate consideration would be required to mitigate the impacts on soil quality and agricultural land – this is likely to include removal of soils for stockpiling prior to reuse, potentially in site restoration.
- The Site contains 11kV overhead electricity lines within the Site boundary. The Site contains intermediate pressure gas mains (allocated by Cadent Gas) within the Site boundary. Local Anglian Water foul rising mains are present within the Site boundary. Further investigation and consultation would be needed to determine appropriate mitigation measures to avoid impact on the gas main and foul rising main to make the Site acceptable which may include diversion and/or protection.
- Two residential buildings are adjacent to the boundary of the Site (0m). Fifty six residential buildings are outside the Site boundary less than or equal to 20m from the Site. Twenty two residential buildings and two commercial buildings are more than 20m but less than or equal to 50m from the Site. Two community facilities (place of worship), one community facility (allotments), commercial activity (industrial estate), one outdoor amenity (play area), one sports facility (recreation ground), six commercial buildings and two hundred and three residential buildings are more than 50m but less than or equal to 250m from the Site.
- Last sentence of the report states: "Given the proximity of sensitive receptors, mitigation would be required, however, the levels of mitigation required to ensure that there are no serious impacts on health and amenity would likely be difficult to achieve." Don't take this as a good thing and what I recommend is that you must take part in the public consultation, if you want to speak about it on social media, that is fine but it will not go down as an item, person or point but social media does nothing for this project.
- If you have time and energy complete the public consultation link and concentrate on the six highlighted points flagged as danger areas, as these are already highlighted within the A74 Report.
- For the plan to be successful the number of flagged 'Red' items needs to be reduced.
- One of the points which, is not immovable is the access to the sites: approximately 10 million tonnes will be removed over 25-30 years – absolutely categorically is a matter of choice or opinion but divide the number of lorries by 40 tonne weights and count the total. All of a sudden there is a massive, massive problem and add the lorries suggested for the sites planned in Frating & Alresford.
- The problem is worse in Thorrington as the plain fact of the matter is that you come out of the site and come out of the proposed junction point opposite Avocet Place, the lorries cannot turn left due to the 7.5 tonne weight limit. They can go left a little and around the roundabout towards Great Bentley but that is not a particularly good thing. Therefore, I believe they will come out of the junction turn right and go down towards the back end of Great Bentley or nearer to St Osyth. This is a point I would also concentrate on.
- If 6/7 people were to respond as Thorrington Parish Council that is counted as one vote. I suggest you do that as a Parish Council and also do it as individuals as well. If you don't respond and the responses to the consultation are not received you may end up getting something you do not want. Numbers Count. The more people who respond the better.
- The date the public consultation finishes is dated 19th March 2024.
- Poster received from Essex County Council regarding the Local Mineral Plan: Public Consultation has been placed in the Parish Notice Board & Local Shop.

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



- A member of public has suggested a leaflet drop for all of Frating, Arlesford and Thorrington.
- CClr A Goggin has suggested the Parish Council link up with other local Parishes and hold a planned meeting regarding the Mineral Plan.
- Member of public has advised not many people have yet received their letters and CClr A Goggin has stated not many people will receive the letters as they are only sent to the residents within 250m of the proposed site.
- It is all about communication and getting the details of the Public Consultation out into the wider community.
- A member of public suggested people need to be educated that they have to have their say and to know how to have their say.
- A member of the public has stated they will put the details on Spotted: Thorrington and if a letter drop can be completed to advise of the dangerous effects that would also be positive.
- CClr A Goggin has advised the email links sent to Thorrington Parish Council can be shared publicly and has suggested getting them posted on social media. This was completed 8th & 9th February 2024.
- CClr A Goggin has received a comment stating: I don't think there should be any extra development in the area; however, you will not get anywhere with this response due to Tendring, Essex and England having to supply various styles of housing and sand is required for building and development cannot stop. This is not a realistic argument.
- CClr A Goggin has reiterated to concentrate on the Red & Amber/Reds on the RAG report if there is anything else that may affect you, state your feedback. If you sit back and do nothing you have no input.
- Essex County Council collect the data and it does not make the decision. If you do not take part, your opinion has not and will not be listened too.
- Cllr A Sadler has stated the land owners are St Johns College and the tenant farmer is opposed to the idea of the Local Mineral Plan.
- Whomever owns the land will make money from selling the land but then funds will also be made when the sand is sold.
- The site would be a lovely spot for wildlife, when the project would be completed. However, it is likely a 40 year dig site and then another 40 years to refill the site.
- A member of the public has stated that every house in Thorrington is going to be affected due to noise, dust, silica in the atmosphere. The prevailing winds from the dig site and from reading reports houses within a mile of another dig site cannot grow plants in their gardens due to dust on plants and all houses in Thorrington will be devalued by half.
- Cllr P Sadler has reminded people to attend the drop in surgery to discuss the Local Mineral Plan at Alresford Village Hall being held 10am-2pm dated 17th February.
- Cllr P Sadler thanked CClr A Goggin for his time in discussing the Local Mineral Plan.
- Cllr P Sadler has asked CClr A Goggin regarding an update on the man hole cover in Clacton Road and he has stated the Local Mineral Plan has taken over work this past week and he has stated he has chased Tuesday, Wednesday and will again next week and that another survey will be held by engineers and also stated there are three bollards now in place around the man hole cover.

7. a) Planning applications:

<u>24/00070/WTPO</u> Mrs Minter	Tabarin, Church Road Pollard 2 Oak trees (1 crown) by 50%.
<u>24/00054/FUL</u> Mr M Horne - T & M Vehicles Ltd	Woodlands Business Park, Tenpenny Hill Erection of temporary storage building (for 3 years) for vehicle servicing and maintenance.
<u>24/00052/LUPROP</u> Mr C Aungier	Pear Tree Cottage, Clacton Road Application for a proposed development certificate to locate a mobile home within the back garden of a residential property to be used by a family member as ancillary living accommodation.
<u>24/00050/LBC</u>	Pear Tree Cottage Clacton Road Extension to existing summer house to create new annexe accommodation.
<u>24/00051/FULHH</u>	Pear Tree Cottage Clacton Road Extension to existing summer house to create new annexe accommodation.

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



b) Planning resolutions/determinations:

<u>23/01430/COUNOT</u> Determination prior approval not required 18.12.2023 Delegated Decision	<i>Apple Blossom Paddocks, Brightlingsea Road</i> Prior Approval Application under Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed conversion of building to a residential dwelling.
<u>23/01619/FULHH</u> Approval - Full 11.01.2024 Delegated Decision	<i>Wheatfield, Church Road</i> Erection of two storey front extension; 1.5 storey extension (following demolition of existing garage); and large dormer window (following removal of two existing dormer windows). Temporary siting of 30ft shipping container during construction for storage.

8. Speed Reduction in Thorrington:

The Essex County Council (Various Roads, Thorrington) (30mph Speed Limit and 40mph Speed Limit) Order 202*. Discussed at Extraordinary Meeting dated 30th January 2024 – full details provided in approved minutes from meeting.

9. Tenpenny Hill Road Sign:

Discuss the option of implementing a Speed Survey and to liaise with ECC/ PC Owen Griffiths.
Motion passed to next meeting: PC Owen Griffiths invited to next meeting.

10. Tennis Court:

Moss Treatment quotes have been obtained by Cllr G Parks and has been suggested to purchase the specific treatment for Tennis Courts totalling £39.99.

11. a. Thorrington Parish Council Library:

Can it be considered for the outdated books within the Library to be replaced due to updated versions being available of the below titles:

- 2023 Clerks Manual by SLCC
 - 7th Edition 2022 Our Common Land by Paul Clayton
 - 2018 Local Councils Explained by NALC
 - 13th Edition of Local Council Admin by Roger Taylor.
- Cllr G Parks proposed. Cllr G Krinks Seconded. All in Favour.

b. Thorrington Parish Council Library:

What would you like to do with the outdated books?
Donate to local charity book shop. All in Favour.

12. Allotments Tenancy Agreement:

The allotment tenancy document has been updated with the deposit details and the font, text and layout has been amended to coincide with the new layout of the agenda and minutes. All in Favour of having the document update and all agree for this to be published onto the website along with the allotment plan.

13. National Allotment Society Newsletter:

Password and Log In details have been changed and newsletter to be shared with Cllr A Dewar to get relevant details shared across the Allotment Holders.

14. Chapel Lane Hedges:

- a) 3 Chapel Lane: Hedge trimming has been completed and an email of gratitude sent to the resident.
- b) 4 Chapel Lane: No response has been received to letter sent to resident requesting them to cut back the hedge in line with the boundary line. To be resent March 2024. *Added to next month's agenda.*
- c) No letter has been sent to the residents of 1 and 2 Chapel Lane as the hedge is not impacting the boundary. To be reviewed in due course.
- d) It is not preserved as possible to write a Thorrington Parish Council Hedge cutting policy as suggested by Cllr A Goggin at 3rd January 2024 Meeting. How would it be followed? Instead Parish Councillors to report any findings to the Parish Clerk for letters to be issued to residents if deemed necessary.
- e) Cllrs A Sadler & G Krinks have requested the Parish Clerk to write letters of concern regarding Hedges encroaching footpaths to 5 further addresses:
 - Maltings, Church Road
 - Old Rectory, Church Road

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



- Greenfields, Church Road
- Greenstones, Church Road
- 29 Hazel Close

(Letters sent to above residents dated 9th February 2024.)

15. Cllr G Krinks Disclosure of Pecuniary Interests:

Cllr P Sadler passed original document to Parish Clerk dated 30th January 2024, in order for this to be signed by Tendring District Council and uploaded to website once returned as signed.

16. Record of Interests Form:

Cllrs P Sadler, A Sadler, G Parks, S Parks & A Dewar have completed and sign the forms sent via email dated 30/01/2024. Cllr G Krinks has been emailed to request a Hard Copy document to be sent to Parish Clerk and once received all documents to be sent to Tendring District Council to be signed. Documents to be uploaded onto website once returned as signed.

17. Vehicle Activated Sign:

Cllr A Sadler proposed the funding of a further portable VAS (Vehicle Activated Sign) system and has asked the Parish Clerk to liaise with Cllr A Goggin to request help to secure funding. All in Favour. (Parish Clerk has emailed Cllr A Goggin dated 8th February 2024.)

18. TDALC Report:

Cllr G Parks thanked Cllr P Sadler for attending the meeting regarding the TDALC report. Cllr P Sadler advised it was worth attending and wrote a comprehensive report following the meeting and shared with fellow Councillors.

19. Thorington Cross Footpath:

Cllr A Sadler liaised with John Glover from Landscape Services regarding the footpath to Thorington Cross on the left hand side of the Clacton Road. Quote received from John Glover Landscape Services agreed. Proposed by Cllr A Sadler: Seconded by Cllr G Krinks. (Parish Clerk advised John Glover of Landscape Services of the go ahead for the work to be completed dated 8th February 2024.)

20. Grass Maintenance Schedule:

Invitations to tender for grass maintenance were issued but only one contractor responded. John Glover of Landscape Services has provided a quote grass maintenance for 2024/2025. They have also advised they would be happy to enter into a 3 year contract with Thorington Parish Council. Agreed by All. Proposed by Cllr G Krinks: Seconded by Cllr S Parks.

21. Overtime Agreement:

Agreement for 36 hours overtime to be paid to Parish Clerk due to streamlining files, folders and exporting documents across from old laptop to the new laptop for Thorington Parish Council and setting up archive folders from inboxes from 2016 – 2023, along with minimalising the need for all historical files held by the council ready to be sent to archive at Chelmsford Record Office.

22. Leaflet Drop for Councillor vacancies:

Plan agreed to be arranged by Parish Clerk to schedule when a leaflet drop will occur in Spring and for the Parish Clerk to provide a map to Councillors to highlight roads to leaflet drop.

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



23. Accounts: Payments for approval and signatures at meeting dated 7th February 2024.

Cheque	Payee	Amount	Payment Details
300387	[REDACTED]	£ 1,719.90	Clerk wages, accom. & expenses
300388	[REDACTED]	£ 501.81	Tesco Stationary, Laptop, Post Office, McAfee
300389	Impact Signs Invoice 11158	£ 48.00	Acrylic Signs for Picnic Benches
300390	Tendring District Council Invoice 7605181	£ 268.58	Replacement Cheque raised for missing Cheque 300366 - Missing Cheque has been cancelled.
300391	DM Payroll Services Ltd Invoice 3357	£ 66.00	Administration for Pay Roll from October 2023 – March 2024
300392	Henderson & Taylor Public Works Ltd Invoice 10/6261/SJ/23/12/00001	£ 835.20	Installation of VAS Sign in Clacton Road
300393	EALC Courses	£ 582.00	Course Fees
300394	[REDACTED]	£ 8.80	Key Cut for Allotment Shed

Cheques written	BACS	Direct Debits	Receipts
£4,030.29	£8.00	£218.02	£0.00

Balance of accounts with Unity Trust as at 31/01/2024 = £34,913.98

24. Reports from Amenities Representatives:

Allotments	Councillor Dewar
Playing Field	Councillor A Sadler: Increased use of football training on the playing field and whilst it is welcomed on the odd occasion the Parish Council do not want it to be continuous as the grass is wearing in the middle of the football pitch and due to not having a groundsman to maintain the area, it will become unusable. Cllr A Sadler proposed Parish Clerk write to the local football clubs to ask kindly to pass note across to the football teams. (Email sent to Great Bentley & Brightlingsea Parish Clerk's to advise dated 8 th February 2024.) BBQ Signs have arrived and to be installed by Cllr A Sadler.
Tennis Court	Councillor G Parks: Has sourced quotes for the moss treatment at the tennis court and is ordering a treatment specific for the purpose of removing moss – treatment to be carried out in due course ahead of the Tennis Court reopening in Spring: Total cost: £39.99.
Footpaths	Councillor G Krinks: Footpath Number 8: Cllr G Krinks liaised with Cllr A Dewar regarding the chain link fence leading to the Scout Camp and Cllr A Dewar is going to speak with the Scout Camp to instigate a repair. Footpath Number 14: Cllr A Sadler/ Cllr G Krinks to advise whom path belongs too and Parish Clerk to write to land owner to have remedied.
Tree Warden	Councillor S Parks: Trees at Hazel Close Open Space have been a haven for bird life due to Cllrs P Sadler & A Sadler providing suet cones for birds.
Hazel Close Open Space	Councillor P Sadler: Parish Clerk has received emails from Cllr A Sadler regarding the undergrowth of hedges at Hazel Close Open Space and also noted the play area needs to be edged. Parish Clerk emailed James Hill at Tendring District Council dated 8 th February requesting for work to be completed ahead of the Spring.

25. Clerk's Report:

- The clerk would like to arrange an Information Security Session for the benefit of the Councillors & to discuss why online banking will be the best way to continue all finances into 2024. Agreed by All.
- Cheques are costing £8 to be cancelled and sending cheques in the post is costing a lot in stamps and cheques go missing.
- The Parish Clerk is to liaise with United Trust Bank to instigate the setting up of the function to proceed with Online Banking.
- The Parish Clerk has thanked the Councillors for the agreement of purchasing a new laptop advised when purchased McAfee Security was reduced to £19.99 for 1 years subscription, saving £60.
- The Parish Clerk has asked if the previously used laptop can be disposed of as the keyboard and mouse pad do not work. The hard drive will be destroyed and a certificate of destruction will be obtained.
- Code of Conduct, GDPR, Data Protection Act including further policies will be reviewed and each Councillor will sign a document to confirm they have reviewed, read and agree to the policies & procedures. This will become an annual review.

THORRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the village hall on
Wednesday 7th February 2024 at 7.00pm



- The RFO Laptop purchased from eBay has been disposed of and the hard drive has been sent away for destruction – Certificate of Destruction has been received.
- The Parish Clerk has advised to continue to work on updating the Thorrington Parish Council Facebook Page and Website.
- Access to Unity Trust Bank Account completed.
- Cllr P Sadler has been invited to the Pride of Tendring and has requested the Parish Clerk to attend as well, the date of the Awards is 16th February 2024.
- Numerous charities who received donations in December 2024 have sent letters of thanks.
- Parish Clerk to attend 6 Courses with the EALC in February and overtime and mileage has been agreed.
- Parish Clerk has requested approval for attending the Audit Course being arranged by the EALC. All in Favour.
- Overtime accrued each month for getting all paperwork in place will be added to next month's salary. All Agreed.
- Parish Clerk has asked if there is anything else the councillors would like actioned of if there is any constructive feedback. Cllr A Sadler has reminded the Parish Clerk to direct questions to Cllr P Sadler or the EALC instead of all Councillors as it will save time and email trails.

26. Councillor's Reports:

- Cllr P Sadler has advised the Parish Clerk & RFO's probationary period is up for review and that Cllr A Dewar and herself will both discuss the review as they were both involved with the recruitment process and have asked the Parish Clerk & RFO to attend a review meeting on 6th March 2024 at 6.30pm. Cllr P Sadler has stated that the review is a two way streak and if the Parish Clerk & RFO has any queries, questions etc. to bring them up at the review meeting.
- Cllr G Parks has asked how the leaflet drop is going to be split and Cllr P Sadler has advised the Parish Clerk will divide up the area map and has offered to do some footwork to deliver the leaflets. Cllr G Parks has thanked the Parish Clerk.
- Cllr P Sadler has asked around the table if anybody has anything to report:
- Cllr S Parks has said thank you for the work the Parish Clerk has completed.
- Cllr A Dewar has reminded the council that he has taken a little step back from duty for a few weeks but is still available as and when needed.
- Cllr A Sadler has advised their neighbours skip was rifled and items removed by a transit van at 9.30am. The CCTV revealed the occurrence.

Date of next meeting 6th March 2024

Closure: There being no further business to discuss the chairman closed the meeting at 21.20pm.

Date of next meeting 6th March 2024 at 7pm – Thorrington Village Hall.

Lynsey Ritchie-Fagg – Parish Clerk & RFO
9th February 2024



6.3.24