

# *THORRINGTON PARISH COUNCIL*

Minutes of the  
Parish Council Meeting  
held at  
Thorrington Village Hall  
dated  
Wednesday 2<sup>nd</sup> October  
2024  
at 7.30pm



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Minutes of the Parish Council meeting held at Thorrington Village hall on  
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## MINUTES

**Present:** Cllrs P Sadler, A Sadler, S Parks, G Parks, G Krinks & C Paterson.

**Also present:** CCllr A Goggin, DCllr G Scott, L Ritchie-Fagg (Clerk & RFO) and 1 Member of the Public (MOP.)

The meeting was called to order at 7.03pm by Chairman Cllr P Sadler.

1. **Apologies for Absence:** *Council members are required to forward their apologies to the Clerk ahead of the meeting. LGA 1972, s.85(1): Failure to attend meetings for six consecutive months without valid reason may result in disqualification.* There were no apologies received.
2. **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 so could result in a fine and a ban. LGA 1972, s.117(2): Members must declare direct or indirect pecuniary interests.* There were none highlighted.
3. **Minutes of Previous Meeting:** To approve the minutes of the meetings held on 11th September 2024. *LGA 1972, Sch 12, para 41(1): Minutes must be signed as a true record.* Proposed: Cllr S Parks, Seconded: Cllr G Krinks. The minutes were signed by the Chair Cllr P Sadler.
4. **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. LGA 1972, s.100B(4): Public questions are permitted but any matter requiring Council decision must be placed on a future agenda.* A member of the public expressed gratitude to the Council for allowing public attendance.
5. **Report from District Councillor: 10 minutes time allowed for this item.**
  - a) DCllr G Scott provided an update of the meetings and events he and DCllr A Wiggins have attended throughout the past month. Cllr A Sadler has advised the report provided to the Parish Council is more of a list of dates and not a detailed report. DCllr G Scott has advised is happy to provide more detail.
  - b) The Pride of Tendring Awards 2025 are dated 14<sup>th</sup> February 2025, details to follow.
  - c) Complaint had been received regarding noise disturbance and is being dealt with by Tendring District Council.
  - d) Cllr G Parks raised concerns about ongoing fly-tipping incidents, and it was noted that prosecution rates remain low despite continuous occurrences.
  - e) Cllr S Parks mentioned the use of CCTV cameras provided by TDC to address fly-tipping, with the estimated cost of each camera being approximately £17,000.  
DCllr G Scott departed the meeting 7.37pm.
6. **Report from County Councillor: 10 minutes time allowed for this item:**
  - a) The Council understood that the meeting mentioned at the previous Parish Council meeting between CCllr A Goggin and Mr Gibbon, the tenant farmer of the land containing Footpath 13, was to include a discussion on the footpath issue. However CCllr A Goggin expressed surprise, and said that he was unaware of the issue, and had merely discussed the drainage issues on the B1027 road which was adjacent to the land Mr Gibbon farms. CCllr A Goggin stated that he was unaware of the need to discuss Footpath 13, and therefore no discussion had taken place on that matter. Cllr G Parks reminded CCllr A Goggin that he had agreed at the last Council meeting, held on 11th September 2024, to bring up our long standing issue with Footpath 13 following, his receipt of the email containing information and photographs from Cllr G Parks. CCllr A Goggin stated that he could not recollect receipt of the email, and requested Cllr G Parks to resend them to him. He said he would investigate the long-standing complaints and assured the Council that he would report back in due course.  
Later in the meeting, CCllr A Goggin was informed that the original email with photos and information was sent to him on 12th September 2024. CCllr A Goggin then stated that he had, in fact, spoken to Mr

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Gibbon about Footpath 13, and that his response was not favourable, claiming the footpath becomes obstructed every four years due to crop rotation. The Full Council pointed out that the footpath has not been properly maintained every year over at least the past 23 years during which some Council members have lived in Thorrington. Cllr P Sadler informed Cllr A Goggin of our intent to escalate the matter to a higher level as all attempts, including a telephone call by the Clerk of the Council, had failed to produce a change of attitude in Mr Gibbon.

Cllr A Goggin was also advised that the Leader of the Public Rights of Way (PROW) team would be approached if Mr Gibbon fails to become compliant and live up to his legal obligations to reinstate the footpath where it crosses the land he farms. It was stated that problems included not only the planting of crops but also the ploughing up of the field and the failure to reinstate the footpath. The Parish Council unanimously agreed to escalate the issue to higher levels than merely reporting on the Essex Highways website. Reports have been made on many occasions due to the footpath being continually impassable and neglected by the farmer. The Parish Clerk will coordinate with Essex County Council (ECC) and PROW.

- b) Speed and Volume survey on the B1027 at the north entrance to the Village: Cllr A Goggin has stated there is enough funding to cover half of the costs of the survey. Cllr A Sadler to send details of the location to the Parish Clerk and the Parish Clerk will liaise with PC P Beer to ascertain the location of the survey and Cllr A Goggin, to ensure the survey is compliant and adhere to guidance. The survey cannot be located on a speed line due to the location being a decompression zone.
- c) Pedestrian Crossing B1027: Cllr A Goggin has suggested a Pedestrian Island maybe a better solution for the proposed location of a Crossing instead of a Pedestrian Crossing. Cllr A Sadler proposed the island to be located outside of the Post Office.
  - Cllr G Parks asked if bollards could be installed on the junction of Chapel Lane and Clacton Road, on the corner of the shop, a suggestion was made in January 2020 – however, the new proposal is different to the previous. Cllr A Goggin has requested the Parish Clerk to liaise with him to ascertain ideas and for the Parish Council to liaise with the shop owners.
  - Cllr A Goggin gave thanks to Cllr A Sadler for giving thanks for referencing his reports sent ahead of the meeting, as this is the format the Parish Council would like to see from the District Council.
  - The manhole in Clacton Road has been repaired, however it is noted the quality is not good and has been reported.
  - Sealed Order has been referenced, this will become public knowledge dated 3<sup>rd</sup> October and be effective from 11<sup>th</sup> November 2024. The Sealed Order, relates to the adjustments of speed limits within Thorrington.
  - Cllr A Sadler enquired as to how to have official 30mph signs placed in the Thorrington area, due to lack of street lights it will provide a visual of the speed limit. Cllr A Goggin has suggested the speed and volume survey will provide more current data for support of better signage within Thorrington.
  - Cllr A Goggin has stated any report of issues within the Thorrington Village that he receives will be directed to the Parish Council in the first instance.

Cllr A Goggin departed the meeting at 8.25pm.

7. **Planning Applications:** No Applications or Determinations Received. *LGA 1972, Sch 1, para 8:* Powers related to town and country planning.
8. **Co-option of Councillor(s):** *Council to advertise for the three vacant seats currently available on the Parish Council. Parish Clerk to open discussions. LGA 1972, s.89(3): Power to co-opt members to fill casual vacancies. Parish Clerk to advertise for Councillor vacancies on Social Media.*
9. **Location of Possible Additional VAS System and Purchase:**
  - a) The Council discussed potential locations for an additional portable Vehicle Activated Sign (VAS) system, including Church Road and Station Road. The Clerk will liaise with Essex Highways to secure permission for the installation of additional street furniture.
  - b) The decision on purchasing a VAS system was postponed until further consultation with Essex Highways. LGA 1972, s.111: The Council has the power to make decisions conducive to the discharge of its functions.
10. **Speed Watch in Liaison with Brightlingsea Parish Council:** Cllr C Paterson to provide an update.

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*Item moved to November Agenda.*

## 11. Trees on Station Road:

a) Cllr A Sadler advised two quotes had been received and the Parish Council have ratified whom they would like the work to be completed by: Proposed: Cllr G Parks, Seconded: Cllr G Krinks. The Parish Clerk is to liaise with the contractor.

b) Cllr A Sadler has suggested the remaining trees and hedges on Station Road could do with a facelift and has requested the Parish Clerk to liaise with contractors for quotes.

*LGA 1972, s.137: Authority to spend on items for community benefit.*

*Item 11 B has been moved to November Agenda.*

## 12. TDALC Report:

The Parish Clerk provided a summary of the Tendring District Association of Local Councils (TDALC) meeting held on 25th September 2024. There were no additional queries from the Council.

## 13. PC P Beer:

Parish Clerk advised had attended a local Winter Warmer information session and after liaising with the Police, PC P Beer communicated with the Parish Clerk to ascertain what help could be provided. The Parish Council have enquired if an extended Speed Gun survey could be completed and not outside of the Post Office. Suggestions have been made for alternative locations. Requested also to help with the Speed and Volume Survey.

## 14. Defibrillator:

*LGA 1972, s.137: Power to spend on the welfare of the community.*

The Parish Clerk has made enquiries to the British Heart Foundation, Department for Health & Social Care and Community Heartbeat Trust for quotes.

- Cllr A Goggin advised there is a locality fund available and the Parish Clerk is to liaise with Cllr A Goggin re the availability and conditions of the fund.
- The MOP attending the meeting has advised they work for the business whom lease the business premises in Thorrington where the 2<sup>nd</sup> Defibrillator would be considered to be a good location and has advised they will communicate with the company and help with communications.
- The Parish Clerk is to also liaise with the Village Hall, regarding donations for the device at the Village Hall.

*Item moved to November Agenda.*

## 15. Pride of Tendring Awards:

The Parish Council suggested two local organisations for The Pride of Tendring Awards and Cllr P Sadler used the casting vote to conclude the nominee. The Parish Clerk is to liaise with DCllrs A Wiggin & G Scott regarding the nomination. Proposed: Cllr G Parks, Seconded: Cllr S Parks.

## 16. Litter Picking:

a) High Visibility Jackets: Cllr S Parks has requested Yellow tabards' to be purchased: Full Council have agreed to purchase 6. The Parish Clerk to purchase.

b) Bin Installation on B1027: Cllr C Paterson advised litter has been located in the filter lane of Clacton Road and has enquired if a bin could be installed. Many bottles and cans have been collected and likely the rubbish is from the local shop. Cllrs P Sadler and A Sadler stated how can you determine where the rubbish is from. Cllr C Paterson advised she had liaised with the shop owner, enquiring as to whether they can help collect the rubbish outside of their shop. Cllr C Paterson advised the bin outside of the shop is often full and no room for additional rubbish. The Council advised Veolia are responsible for emptying the bin outside the shop and if not enough collections happening, to liaise with DCllr G Scott to ask if the bin size can be changed or more collections be arranged. Cllr C Paterson departed the meeting distressed at 21.12pm.

c) Labels for Litter Picking: The Parish Clerk shared the waterproof litter picking labels with the Parish Council, these are to be attached to the rubbish bags used when litter picking has been completed.

*LGA 1972, s.111: Powers to facilitate litter management and promote local cleanliness initiatives.*

## 17. Road Signs:

The Parish Clerk has advised speed signs can be purchased by anybody to promote the speed limit. Cllr G Parks is to search the Village for proposed spaces to locate Street Signs.

*Item moved to November Agenda.*

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## 18. External Audit:

a) Notice of Conclusion to Audit: The Parish Clerk had advised the Notice of Conclusion to the Audit has been completed and it is for the Parish Council to determine the length of time the notice stays. The Full Council agreed for it to be displayed for 28 days.

b) The Parish Clerk has advised the External Auditors had agreed to restate figures, following email communications with the Parish Clerk. The restated figures were provided within the time scale advised by the External Auditors, whom failed to restate the figures PROVIDED and then publish the External Audit incorrectly, not following their own guidance and suggestions. The Parish Council are disappointed the figures could not be amended and have suggested to include email correspondence and restated documents and original documents of the audit on the Parish Council website. The Full Parish Council have reviewed and discussed the findings following the completion of the External Audit. Proposed: Cllr S Parks, Seconded: Cllr P Sadler.

*LGA 1972, s.151: Duty to manage financial affairs of the Council, including audit responsibilities.*

## 19. Accounts:

a) Banking Reconciliation: Signatories to review and authorise the banking reconciliation for September 2024. Proposed: Cllr S Parks, Seconded: Cllr A Sadler.

b) Payment Schedule: Signatories to review and authorise the proposed payment schedule for October 2024. Proposed: Cllr S Parks, Seconded: Cllr A Sadler.

*LGA 1972, s.150: Council's authority to approve accounts and financial matters.*

## 20. Reports from Amenities Representatives:

- Allotments - Councillor G Parks
- Playing Field - Councillor A Sadler
- Tennis Court - Councillor G Parks has advised the Tennis Court net will be taken down on 5<sup>th</sup> October 2024.
- Footpaths - Councillor Krinks
- Tree Warden - Councillor S Parks
- Hazel Close Open Space - Councillor P Sadler has advised the hedges should be cut in October.

## 22. Clerk's Report:

a) Parish Council .gov.uk Website has been updated and Parish Clerk to liaise with a local MOP to undertake drone footage and photographs of the Parish Council assets, to be used on the Website.

b) Parish Council .gov.uk Emails have been updated and are being used by the majority of the Councillors. The Parish Clerk has advised if any help required to send an email and details can be forwarded.

c) SLCC/NALC Salary Review: The SLCC have responded to the Parish Clerks enquiry regarding the time scale of the formal salary review stating the Parish Council and the Clerk are disappointed and disgusted it has taken 7 months to obtain a response. The SLCC have advised they are unable to quantify a panel sufficient for the formal review to take place and therefore, have advised they will refund the payment of £150.00 for the review and can offer an informal review, which, does not have to be accepted by the Parish Council.

d) The Parish Clerk has passed the ILCA Qualification, and is 50% completed with the FILCA Qualification and the ILCA to CiLCA Qualification. This had been postponed due to wanting to gain experience within the role prior to the completion.

f) Sunshine Coast Greenway Project: Cllr Mat Court of Brightlingsea Parish Council has set up the Project and the Parish Council are in agreement to support the Project and for the Project leads to make suggestions to Thorrington Parish Council and they will consider suggestions and implement. The Parish Council applaud the project.

g) BASICS Critical Care Car: The Parish Clerk and Cllr S Parks will attend the launch of the Critical Care Car dated 13<sup>th</sup> November 1pm to 4pm.

h) Additional Updates

*LGA 1972, s.111: General powers to carry out administration functions.*

## 23. Councillor's Reports: There were no reports highlighted.

Closure: 21.47pm

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Date of next meeting: 6<sup>th</sup> November 2024 at 7pm located at Thorrington Village Hall.

Lynsey Ritchie-Fagg  
Parish Clerk & RFO  
10<sup>th</sup> October 2024

## Appendix 1

### Bank Reconciliation

<u>Bank Reconciliation</u>	<u>31/08/2024</u>	<u>30/09/2024</u>
Current Account	£ 8,325.92	£ 4,049.63
Reserve Account	£ 25,168.62	£ 25,343.08
<b>Total</b>	<b>£ 33,494.54</b>	<b>£ 29,392.71</b>

### October Payment Schedule

<u>Date to be Paid</u>	<u>Payee</u>	<u>Amount</u>	<u>Payment Details</u>
02/10/2024	Staff	£558.21	Salary
02/10/2024	Staff	£16.57	Expenses
02/10/2024	HMRC	£266.42	P30
02/10/2024	EALC	£852.00	CI/LCA 17963
02/10/2024	Landscape Services	£360.00	Invoice 2924
02/10/2024	National Allotment Society	£66.00	Invoice S21919
02/10/2024	PFK Little John	£378.00	Invoice SB20241936
	<b>Total Bank Payments</b>	<b>£2,497.20</b>	