

THRILOW AND HEATHFIELD PARISH COUNCIL

An Annual Parish Council meeting will be held in The Barbara Pointon Room at Thriplow Village Hall on Monday 12th May 2025 at 7:30pm

All members of the Parish Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

All members of the public and press are welcome to attend the meeting.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press may be temporarily excluded from the meeting if matters of special or confidential nature are about to be discussed.

AGENDA

1. Election of a Chairman
2. Completion of Acceptance of Office Form by the new Chairman
3. Apologies for Absence;
4. Minutes of the Parish Council Meeting held on the 10th March 2025;
5. Matters arising from the above-mentioned minutes not otherwise covered by this agenda
6. Elections
 - a) Vice Chairman
 - b) Election of Representatives
 - i) Neighbourhood Forum
 - ii) Police & Neighbourhood Watch
 - c) Parish & Recreation Ground Maintenance;
 - d) Health & Safety
 - e) Tree Warden
7. Health & Safety Report, Health & Safety and Environmental Issues:
 - a) Health & Safety Reports – Parish Clerk;
 - b) Damage to the footpath in School Lane – Parish Clerk
8. Parish Recreation Grounds and Maintenance:
 - a) Work required at Thriplow Rec – Parish Clerk & Cllr Richman;
 - b) Replacement of Middle Street and Fowlmere Road Street signs - Parish Clerk;
 - c) Broken fences on Heathfield Open Space – Parish Clerk & Cllr Harvey;
 - d) Work required at Heathfield Open Space
 - i) Zipwire and Basket Swing - Flights of Fantasy Limited – Parish Clerk
 - ii) Remainder of work required on H.O.S – Parish Clerk & Cllr Harvey;
 - e) Painting the Telephone Box in the Village;
 - f) Ditches in Lower Street and beside the War memorial;
 - g) RoSPA Report 2025
9. Updates and progress reports on:
 - a) Wooded area at Hurdles Way – Cllr Richman & Cllr Harvey;
 - b) Application re 20 mph Speed Limit – Parish Clerk;
 - c) Progress on parking on the Ringstone Open Space – all parish councillors
10. Tree Works & Tree Protection Orders
 - a) Tree Works
 - 25/0241/TTCA – reduce identified entire canopy, secondary branch structure only of 2 Beech trees by between 1.5 – 2m to suitable growth to provide a wide clearance between the canopies and the adjacent property. To rebalance both canopies and remove visible deadwood – Buildings 6 to 9 and 13 IWM – no objections (Notification)*
 - 25/0321/TTCA - G1 Silver Birch (double stem) Crown reduce the height of the tree by 2.5m (approx.*

20%) reduce lateral growth by 2m and raise canopy to achieve 2.5m vertical Clearance – 9 Middle Street – no objections (Notification)

b) Tree survey for trees on The Green – all parish councillors

11. Footpaths

12. Planning matters:

a) Planning Applications received;

25/00826/FUL – Change of Use of existing residential annex to independent dwelling – The Laurels, Newmarket Road – no objections

b) Planning Decisions received;

c) Planning Appeals

d) Neighbourhood Plan – Cllr Easthope;

e) The Grain Store;

f) Meridian Biogas;

g) Any miscellaneous items

13. Financial Matters

a) authority is requested to pay the following:

	Amount	VAT	Total
Playsafety Limited – RoSPA inspection	304.00	60.80	364.80
SCDC – Dog Litter Bin Church Street	518.68	103.74	622.42
Quercast Sawmilling Ltd – Zipwire Repairs	380.00	76.00	456.00
The Community Heartbeat Trust - Pads for Defibrillator	121.95	24.39	146.34
The Community Heartbeat Trust – Defibrillator Battery	222.50	44.50	267.00
Source for Business – The Smithy – Water Charge	42.58	0.00	42.58
Payroll - May	1,429.70	0.00	1,429.70
Parish Clerk's Expenses	16.75		16.75

b) the following payments to be ratified having been paid between meetings.:

	Amount	VAT	Total
British Gas – The Smithy - Electricity	20.64	1.03	21.67
SSE – Street Lights	47.83	2.39	50.22
Tom Harvey – HOS Gym maintenance	850.00	0.00	850.00
Carol Deed – Website Administration	200.00	0.00	200.00
SSE – Street Lights	43.20	2.16	45.36
Payroll – April	1,429.70	0.00	1,429.70
British Gas – The Smithy – Electricity	25.27	1.26	26.53

c) credits received;

d) S106 monies;

e) Internal & External Audits

14. Reports (if any):-

a) Neighbourhood Forum – Cllr Richman;

b) Village Hall Management Committee – Cllr Gough;

c) Police & Neighbourhood Watch – Cllr Gough;

d) District Council Information – Cllr Williams;

e) County Council Information – Cllr McDonald;

15. Incursion of Lorries onto Hurdles Way – Cllr Richman

16. Request for signage on the Heathfield Open Space – Parish Clerk

17. Barrels discarded near Heathfield – Cllr Gough & Parish Clerk

18. Possible Pollution of Water Supplies – Cllr Gough

19. Problems with flooding in parts of the Village – Parish Clerk;

20. Update on area on Village Green outside of The Green Man;

21. Annual Parish Meeting 2025 – Parish Clerk

22. Correspondence and Information received - analysis on separate document to be supplied

23.. Date of next meeting
14th July 2025

Martyn Corbet - Parish Clerk - 30th April 2025