



Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,
Theydon Bois, Essex CM16 7ER

Clerk to the Council: Mrs Julia Gale
Assistant Clerk to the Council: Mrs Sarah Gysbers

Minutes of the Full Council Meeting of the Council held at the Village Hall 7:30pm on Thursday 26th June 2025

Councillors Present: Cllrs Gooch (Chairman), Purkiss, Amos, Blake, Gill, Hannibal Morton, Cowup,

Officers Present: Sarah Gysbers, Deputy Clerk to the Council,
Julia Gale Responsible Financial Officer.

Members of the Public: The meeting was attended by no members of the public.

1825. Apologies for Absence. Cllr Burn.

1826. To discuss and approve the minutes from 29th May 2025. [Approved.](#)

1827. Disclosure of Interests with regard to specific items on the agenda (existence of any Disclosable Pecuniary Interest, or existence and Nature of other Pecuniary Interest or a Non-pecuniary Interest). The Council has adopted Essex Public Law Partnership Code of Conduct - [None.](#)

1828. Public Participation session with regard to specific items on the agenda.[None.](#)

1829. Police Report.

PC Andy Cook reported that since end of April 2025 there have been:

21 reports to the police mainly related to domestic abuse.

2 house burglaries in Theydon Road, which has been targeted a few times, and 1 in Harewood Hill.

4 theft of vehicles.

Queen Victoria pub had padlock vandalised to the car park.

1830. Clerks Report.

Councillors were asked to confirm invite to the installation of Rev Sarah Moss, Cllr Gooch, Cllr Hannibal and Cllr Amos all confirmed.

Deputy Clerk reported GDPR legislation is changing in October this year and under the new ruling Windows 11 is a new requirement. The Parish Council PC is not compliant for Windows 11 so we will need to purchase a new one. This has been discussed in previous finance meeting and the office budget was increased to get another one. Graham Hayden from i-c-why will support us in the changeover.

In the last auditors report they explained rules are changing so all parish councillors will need their own emails when communicating all councillor related business. This means new emails will be set up for each one and it needs to be done by October 2025.

1831. Reports from County/District Councillors.

Cllr Amos said there was very little to report. There is lots going on in the background for EFDC but quiet on the front line. It was mentioned that no planning applications have been submitted and meetings have been cancelled for this reason. It is unsure why.

1832. Reports from Parish representatives on outside organisations.

None.

1833. Finance Committee.

1833.1 To approve payments made since the last meeting. [Approved.](#)

1833.2 Approval of the Council's Accounts for the year ended 31st March 2025. [Approved.](#)

1833.3 To note the internal auditors report. [Noted.](#)

Cllr Hannibal thanked Julia Gale (RFO and Parish Clerk) on behalf of the parish council for her hard work and a successful auditors report.

1833.4 To receive and approve Section 1 (Annual Governance Statement) [Approved.](#) The Clerk and the Chair signed the Annual Governance Statement.

1833.5 To receive and approve Section 2 (Accounting Statement) of AGAR forms for year ending 31st March 2025. [Approved.](#) The Chair signed the Accounting Statements.

1834. Planning Committee.

1834.1 To receive update on planning matters since the last meeting.

Since the Full Council Meeting on 29th May 2025, the Planning Committee has considered four Full Planning Applications, and one Tree Preservation Order. The Committee raised a strong objection to one of the householder applications, since the proposal would result in the loss of the distinctive cat-slide roof, which would be contrary to the strong planning precedent for retaining evidence of this characteristic feature.

The Planning Inspectorate allowed a planning appeal with respect to extensions to a Manor Villa in Piercing Hill, but dismissed an appeal for a Certificate of Lawful Development (CLD) relating to the use of an annexe and outbuilding as a separate dwelling on a site in Abridge Road.

Responding to resident representation, the Parish Council agreed to instruct solicitors to lodge an appeal with Chelmsford Magistrates against EFDC Licensing Sub-Committee's grant, in part, of an application to vary a Premises Licence held by a restaurant in Forest Drive. The Parish Council's appeal solely focuses on the part of the grant that allows opening of the restaurant's bi-fold doors.

The Committee also noted a public Government consultation re. proposals to alter the role of planning committees (in England), which could limit the number of decisions scrutinised by locally-elected District Councillors: [Reform of planning committees: technical consultation - GOV.UK](#), and will consider a response before the closing date on Wednesday 23rd July 2025.

1835. Highways, Cemetery and Environment Committee.

1835.1 To receive an update on Highways, Cemetery and Environment matters within the Village.

Cllr Purkiss reported.

Pavement and kerbing have been completed outside Tesco and Green Glade

Cemetery work has been done, a parking bay outside the main gates has been added and a sign will be put up on the other side of the gate to say no unattended vehicles pass this point.

Motorbike gates are due to be fitted in the next week and the barrier at the cemetery will also be reinstated.

1836 To receive update on Community Engagement matters within the Village.

Cllr Cowup reported.

Open Gardens had a good year. Even though numbers were down on last year they still raised just under £2000 for St Claires Hospice.

He will be meeting Sheering Council to discuss the community survey.

Emergency volunteer training will take place on 15th July. Exercise training will be held on 29th October.

First Christmas Market meeting will be held on 11th August.

1837 Any Other Urgent Business for report (without decision).

Cllr Gooch gave an update on the decision to appeal the decision made by EFDC re: the bi-folding doors at Il Baccio. The change of licence meant they could be opened until 8pm.

Cllr Gill updated us on Donkey Derby. They are still waiting on the licence from City of London but confident it will come in time.

Cllr Purkiss asked the committee what could be done to support Gille, the street cleaner, in maintaining his role within the village. He is an integral part of the community and Cllr Purkiss would like to ensure he continues to carry out his work in the village. A few suggestions were made, work sponsorship, cycle to work scheme, monthly bonus to cover travel costs.

Cllr Gooch questioned the quality of grass cutting in the village, the Green and grass verges. Since companies have changed, they have been a significant drop in the standard being delivered. Grass edges aren't trimmed and areas left uncut.

1838. Public Participation session with regard to items of interest to the Parish.

None.

Meeting closed at 8.25pm

Signed: Cllr P Gooch.....

Dated: 31st July 2025