



## ST OSYTH PARISH COUNCIL



### Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 15<sup>th</sup> March 2018 at 7.15 pm

**PRESENT:** Chairman: Cllr. Sonia Grantham  
Cllr's Alma Blockley, David Cooper, John Lockwood, Jean Smith,  
Michael Talbot, Michele Thomas, Julie Ward & John White

Cllr. Alan Goggin, Essex County Councillor (Arrived at 8.30 pm)

**APOLOGIES:** Cllr. John Kemp (Holiday)  
Cllr. Ray French (Illness)  
Cllr. Mandy Kelly (Personal)  
Cllr. Peverell (Illness)

**MINUTES:** Neil Williams

**PUBLIC PRESENT:** None

#### **G-17-224 MEMBERS DECLARATION OF INTEREST:**

The Chairman advised Councillors, that under Section 31 of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, they had a responsibility to declare any Pecuniary or Non-Pecuniary Interests in any matter to be discussed.

Cllr. Grantham declared a Non-Pecuniary Interest in respect of Planning Application 18/00278/TCA.

#### **G-17-225 PLANNING APPLICATIONS:**

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a)	18/00254/FUL & 18/00255/LBC Ms R Golding Thatch Cottage 23 Mill Street St Osyth	Single storey rear extension, some demolition to rear of property, and internal alterations.  The Parish Council has no objections to this application, however, it should be noted that the plans available via the District Council website are very faint and of poor quality.
b)	18/00271/OUT Mr & Mrs Williams Land adjacent to 40 Point Clear Road, St Osyth	Proposal for one dwelling.  No objections.
c)	18/00278/TCA Mr Ells Kassia, Old School Close, St Osyth	1 No. Eucalyptus - reduce by 50%  The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.
d)	18/00354/AGRIC Mr J Fairley Norwood Lodge Farm Bentley Road, St Osyth	Proposed new agricultural storage barn.

		<p>Although classed as <i>for information only</i> with the caveat of <i>no comments are required</i>, the Parish Council do in fact wish to comment on this application.</p> <p>Whilst in principle the Parish Council have no objection to the construction of a new agricultural barn, the Council would seek assurance in the strongest possible terms, that a condition of approval be that the barn shall be tied to an agricultural use and will not become the subject of a COUNOT application to allow for conversion to a residential property.</p>
e)	<p>18/00358/COUNOT c/o Stanfords Murray Hall Farm High Birch Road St Osyth</p>	<p>Proposed conversion of agricultural building to a residential dwelling house.</p> <p>Although classed as <i>for information only</i> with the caveat of <i>no comments are required</i>, the Parish Council do in fact wish to comment on this application.</p> <p>The Parish Council strongly objects to this application, which is seen as nothing more than an abuse of loopholes in existing planning legislation. The proposed development, which cannot be considered as being sustainable outside of any settlement development boundary and is seen as an intrusion into the countryside. The residential dwelling is not within the footprint of the existing agricultural building.</p> <p>Further points are raised in correspondence of 19<sup>th</sup> March 2018, to the Head of Planning.</p>

A conversation ensued as to the number of caravans being used for accommodation in the vicinity of High Birch Road, as well as the increase in applications deemed as Change of Use Notification (COUNOT), which were listed as 'for information only'. The consensus was that such applications were being used to bypass existing planning laws. The Chairman informed the Council that together with the Clerk she was waiting to meet with the District Councils Enforcement Team Leader to discuss the matter further.

#### **G-17-226 PLANNING CORRESPONDENCE:**

The following correspondence was noted:

- a. Tendring District Council (TDC) Notification of Decisions (Determinations) 9<sup>th</sup> February 2018 to 2<sup>nd</sup> March 2018.
- b. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/17/3185849 (TDC 16/02040/FUL).

- c. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/17/3187802 (TDC 17/00547/OUT).

**G-17-227 ST OSYTH PRIORY PLANNING APPLICATIONS:**

The Chairman informed the Council that the Clerk had written to Adam Garland, Strategic Development Engineer, Essex County Council, in respect of Planning Application 17/01593/DISCON, but had yet to receive a response.

**G-17-228 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Extraordinary Meeting of the Council of 8<sup>th</sup> January 2018 be verified for accuracy by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. Ward and seconded by Cllr. Thomas. All agreed.

**G-17-229 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 15<sup>th</sup> February 2018 be verified for accuracy by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. Blockley and seconded by Cllr. Cooper. All agreed.

**G-17-230 UPDATE ON SUMMARY OF ACTION:**

- a. G-17-212 a. The Clerk reminded Councillors that he had emailed the link in respect of the petition for recruitment of rural GP's.
- b. G-17-212 b. The Clerk informed the Council that having written to the Tendring District Commander in respect of crime figures, he had yet to receive a response.
- c. G-17-214 g. The Clerk informed the Council that Cllr. Lockwood had met with Naglotech to discuss changes to the website, and that this would be reported during the course of the meeting.
- d. G-17-218. The Clerk informed the Council that together with the Chairman, he would be meeting with representatives of both the District Council and the North Essex Parking Partnership (NEPP) to discuss enforcement issues.
- e. G-17-223 a. The Clerk informed the Council that Cllr's Thomas and Lockwood had attended the Sustainable Futures for Seaside Economies (SUFUSE) meeting on Wednesday 21<sup>st</sup> February and that Cllr. Thomas would give a report during the course of the meeting.
- f. G-17-223 f. The Clerk reminded the Council that the matter of caravans along High Birch Road had been discussed during the preceding planning applications. The Chairman informed the Council that together with the Clerk she would be meeting with the District Councils Enforcement Team Leader to discuss the matter further.

**G-17-231 PUBLIC PARTICIPATION: None**

## **G-17-232 CORRESPONDENCE:**

The following correspondence was noted:

- a. Correspondence from the Essex Partnership University NHS Foundation Trust regarding an Open House meeting on 19<sup>th</sup> March 2018.
- b. Correspondence from St Osyth Gun Club regarding a donation to the Parish Council.
- c. Correspondence from Essex Highways regarding the Service Delivery Survey.
- d. Correspondence from Essex Highways regarding Mobile Libraries consultation.

## **G-17-233 REPORTS FROM WORKING GROUPS:**

- a. **Blooms in St Osyth:** The Chairman informed the Council that the winter plants were looking good.
- b. **Highways Working Party:** The Chairman informed the Council that the Working Party were due to meet with Joe Hazelton, Essex Highways on Friday 16<sup>th</sup> March 2018.

The Chairman informed the Council that the donation from the Gun Club would be used to offset the cost of the purchase of one of two reflective bollards for the vehicular entrance to the Village Hall, the other being purchased by the Village Hall Management Committee. The Chairman reported that the remaining money from the donation would be put towards flowers for the planters in front of the Priory, and that a small plaque would be placed, informing people that the floral display had been funded by the Gun Club.

- c. **Martins Farm Country Park:** The notes of the meeting of 8<sup>th</sup> February 2018 having been previously circulated, the Chairman invited questions from those present. None were forthcoming.
- d. **Playground, Youth & Open Spaces Working Party:** Cllr. Ward informed the Council that a number of responses had been received in respect of the questionnaire concerning the use of Dumont Avenue play area, and the Clerk would report on this later in the meeting.

## **G-17-234 REPORTS FROM REPRESENTATIVES:**

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for January 2018.
  - i) Cllr. Cooper informed the Council of offences within St Osyth by location and where practicable the status of the investigation.

- ii) In the absence of Cllr. Kelly, the Clerk informed the Council of offences within Point Clear by location and where practicable the status of the investigation.
- b. **Footpaths:** No report given.
- c. **Planters & Litter Bins:** Nothing to report.
- d. **Tree Warden:** No report given.
- e. **TDALC:** Cllr. Talbot reported that the next meeting of the Tendring District Association of Local Council's (TDALC) would be held on Wednesday 28<sup>th</sup> March 2018, but that due to a TDC Members Briefing that same evening on Universal Credit by Jenny Haggis, TDC Revenues & Financial Support Manager and Kate Bloom, Department for Work & Pensions Customer Service Leader; followed by a report on Housing and Homelessness by Tim Clarke, TDC Head of Housing & Environmental Health and Peter Russell, TDC Housing Needs & Strategic Policy Manager, he [Cllr. Talbot] would not be attending the TDALC meeting.

Cllr. Talbot continued that at the recent meeting of the Essex Association of Local Councils (EALC), the main topic of discussion had been the forthcoming changes to Data Protection, which would see the existing 1998 Act replaced by the General Data Protection Regulation (GDPR) on 25<sup>th</sup> May 2018, which would give many more powers to the public with regard to their personal data. The EALC was concerned as to how this would affect Town and Parish Councils and the requirement to appoint a Data Protection officer, who could not be either the Clerk or Responsible Financial Officer (RFO). Cllr. Talbot added that EALC had issued a 63 page 'online toolkit', which having read gave him concern as to how vulnerable the Council would be to spurious enquiries.

- f. **District Councillor's Report:**

Cllr. Talbot reported that this year's District Council AGM would be the last at which Committee places would be allocated to 60 Councillors. Following the 2019 elections, there would only be 48 Councillors, a reduction of one fifth in the number of 'Elected Members', with many areas and Parishes finding major changes to their representation. St Osyth and Point Clear would retain two Members, with a slightly altered Electoral Boundary.

The month long public consultation on the Waste, Street Sweeping and Recycling arrangements for the next seven years, as of January 2019 was due to close on 16<sup>th</sup> March. The Gazette had run an online public and the result, after 1200 responses, was 50% in either camp – a draw for the record but an indication of what the District Councils result could be on 16<sup>th</sup> March. Cllr. Talbot added that of the many dozens of e-mails he had received as the responsible Cabinet Member were a bit like the 'Curates Egg' i.e. good in places, but with a number of reservations. He added that it was sometimes difficult to get the balance right between what the public want and what the individual is prepared to pay to satisfy their want.

TDC had employed a specialist Waste Consultant 'White Young Green' to assist officers in discussions with Veolia but eventually the Council had to try to get the service at an affordable cost to all.

g. **Website:**

Cllr. Lockwood informed the Council that having met with Andy Booth of Naglotech, he [Cllr. Lockwood] had made a number of changes to the website, which included the addition of the Chairman's monthly report. He continued that he wished to restructure the website, which he thought was complicated to navigate and make a number of changes to its appearance. The Chairman remarked that she wanted the website to be informative and easy to use.

h. **Community Speed Watch:**

The Clerk informed the Council that due to the recent bad weather and illness among the volunteers, there had been no activity since his report at the February meeting.

Cllr. White informed the Council that at the meeting of the Tendring Local Highways Panel (LHP) earlier that evening, Cllr. Goggin had championed the St Osyth group as an example as to how Speed Watch should be conducted.

**G-17-235 REPORTS FROM NOMINATED TRUSTEESHIPS REPRESENTATIVES:**

a. **St Osyth Almshouse Charity:** Nothing to report.

b. **St Osyth Playing Field Charity:** Cllr. Thomas informed the Council that the replacement of the pavilion sills and garage doors was due to commence at the beginning of April.

Cllr. Talbot stated that the District Councils Big Society Fund had been used by a number of other Town and Parish Councils for the refurbishment of buildings similar to the pavilion. Cllr. Talbot added that he would forward information to both Cllr. Thomas and the Clerk.

c. **Point Clear Community Association:** Nothing to report.

d. **Village Hall Management Committee:** The Chairman informed the Council that the Clerk had ordered two red and white reflective bollards for the front of the Village Hall, which would be installed in the near future.

**G-17-236 FINANCE:**

a. Approval of payments for February 2018, as per the circulated lists were agreed by the Council.

b. The following balances were noted and agreed:

Current a/c	£ 78,364.87
Deposit	£ 49,797.61
Special Project	£ 3,017.63

### **G-17-237 ESSEX HIGHWAYS SERVICE DELIVERY SURVEY:**

The Clerk reminded Councillors of the inclusion within their agenda packs of a paper copy of the survey. The Clerk requested that completed surveys be returned to him by 31<sup>st</sup> March 2018, so as to allow him time to collate the responses and submit the Councils response by Friday 6<sup>th</sup> April 2018.

### **G-17-238 REPORTS FROM REPRESENTATIVES:**

a. **Essex County Council:** Having arrived at 8.30 pm, Cllr. Goggin informed the Council of the following:

- i) That the Parish Councils application to the Local Highways Panel in respect of improvements to bus stops in Point Clear had been successful.
- ii) Cllr. Goggin gave an overview of statistics in respect of Essex Highways, which included:
  - a) 25,000 miles of road gritted;
  - b) 3,000 tons of salt used to date;
  - c) An average of 3 hours to treat 2,000 miles of roadways;
  - d) 57 different main routes gritted;
  - e) 62 machines used.

Cllr. Goggin added that the gritting teams would now be focussing on the repair of potholes throughout the county, however, as it was the wrong time of year, in that the weather did not allow for effective repairs, this would be an ongoing and long term programme of works.

- iii) That of the funds allocated to the Tendring Local Highways Panel, some £50,834.00, equivalent of approximately 12% of the budget was allocated to wages. He added that the costs associated with projects included all surveys, designs and reports, and were not merely the cost of the installation of signs, etc.

### **G-17-239 SUSTAINABLE FUTURES FOR SEASIDE ECONOMIES (SUFUSE):**

The report of the meeting of 21<sup>st</sup> February 2018 having been previously circulated, Cllr. Thomas gave an overview of the meeting. The consensus was that as the Parish Council had no shoreline along which to implement projects acceptable to the SUFUSE, the Council should step back from involvement with the project. All agreed. The Chairman thanked Cllr's Thomas and Lockwood for attending the meeting on behalf of the Parish Council.

### **G-17-240 DUMONT AVENUE PLAY AREA QUESTIONNAIRE:**

Cllr. Ward informed the Council that to date five completed questionnaires had been received. The Clerk provided information as to the comments contained within the questionnaires by frequency of use, age of children using the play area and type of equipment which residents would like to see installed. The Chairman added that so as to ensure maximum return, the closing date for the receipt of the questionnaire had been extended until Friday 13<sup>th</sup> April 2018.

**G-17-241 HIGH BIRCH ROAD:**

The Chairman reminded the Council that this matter had been discussed earlier in the meeting (G-17-225 refers).

**G-17-242 CARE OF RESIDENTS DURING INCLEMENT WEATHER:**

The Chairman informed the Council that as a result of the recent weather conditions, there had been a number of people checking on elderly neighbours. Whilst this was a relatively easy task for roads where there were residents of varying ages, it would be more difficult for areas where the majority of residents were elderly. The Chairman continued that the Church was keen to support a village initiative, which should be community led and not the sole responsibility of the Parish Council or Church. The Chairman added that it would be good to advertise the initiative in the Parish magazine and that ideally it would be good to have a volunteer from each street in the village. Cllr. Talbot stated that it was a good idea, which should receive the support of the Parish Council.

**G-17-243 CLEARANCE OF SNOW AND ICE:**

The Chairman reminded Councillors of the Councils involvement in the Winter Salt Bag scheme, whereby the Council received a supply of salt each year from the County Council. The Chairman continued that buckets of salt were supplied to all businesses and to volunteers throughout the Parish for the purpose of salting the pavements when icy.

The Chairman then explained that a local farmer had volunteered to clear the roads of snow, which had resulted in the daily clearance of Beach Road for three days. The Chairman added that she was concerned that as the holiday parks now had 11½ occupancy, had it not been for the farmer, residents of St Osyth Beach / Seawick could have been cut off or unable to return to their homes.

The Chairman reported that as the County Council paid certain farmers to clear roads of snow, which in the village consisted of Clacton Road, Colchester Road and Point Clear Road, it would be beneficial for the Parish to have an additional farmer funded by the County Council. The Chairman concluded by informing the Council that she had written to the farmer concerned and had written an article for the Parish magazine thanking all business owners and volunteers.

**G-17-244 ST OSYTH PRIORY:**

The Chairman informed Councillors that the Clerk had written to Adam Garland, Essex Highways Strategic Development Engineer, regarding the relocation of the bus stop on the Bury, but had yet to receive a response.

The Chairman requested that Cllr. Talbot ascertain how to raise the matter with the Local Government Ombudsman. Cllr. Talbot stated that he would forward the relevant information to the Chairman.

**G-17-245 FURTHER MATTERS:**

- a. The Chairman informed the Council that they would be emailed details of street signs to be checked in readiness for her yearly meeting with Alan Howard, Tendring District Council. The Chairman requested that all returns be submitted to the Clerk by 10<sup>th</sup> April 2018.



- b. Cllr. Talbot informed the Council that he had met with the General Manager of the Orchards Holiday Park, during which a number of issues were raised, such as potholes, the removal of fencing and installation of barriers along Colne Way. Cllr. Talbot continued that as a result of the meeting which had lasted 2½ hours, he had suggested that a meeting be held at Dumont Hall between the General Manager and residents and Point Clear Councillors, but that he had yet to receive a response from the General Manager.
- c. Cllr. Smith reported that a number of street lights were out in Mill Street and Point Clear Road. The Clerk stated that if details of unserviceable lights were forwarded to him he would report any faults to Essex Highways.
- d. Cllr. Cooper informed the Council that he had attended a special meeting of the First Responders on Tuesday 13<sup>th</sup> March 2018, to discuss the care and maintenance of Public Access Defibrillators by way of a five year plan. Cllr. Cooper added that he would give the relevant paperwork to the Clerk.
- e. The Clerk briefed Councillors as to the regulations regarding the movement of abnormal loads, specifically caravan transporters.
- f. The Clerk informed the Council that he would be rearranging the delivery of training by EALC for later in the year, and that we would request a list of possible dates, which he would forward to Councillors.

There being no further business the meeting was closed at 9.45 pm.

<b>Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 15<sup>th</sup> March 2018</b>		
G-17-230 d	Enforcement Issues	Chairman & Clk to meet with TDC / NEPP
G-17-230 f	High Birch Road	Chairman & Clk to liaise with TDC
G-17-234 g	Website	Cllr. Lockwood to action
G-17-235 b	Details of Big Society Fund	Cllr. Talbot to action
G-17-237	Highways Service Delivery Survey	Clk to collate & submit
G-17-240	Dumont Avenue Play Area	Clk to collate results of questionnaires
G-17-244	Local Government Ombudsman	Cllr. Talbot to action
G-17-245 c	Defective Street Lights	Cllr's to inform Clk
G-17-245 f	Cllr's Training	Clk to liaise with EALC

Signature: *[Signed on Original]*  
 SW Grantham  
 Chairman