



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 19th April 2018 at 7.25 pm

PRESENT: Chairman: Cllr. Sonia Grantham
Cllr's Alma Blockley, David Cooper, Ray French, Mandy Kelly,
John Lockwood, Colleen Peverell, Jean Smith, Michael Talbot &
Michele Thomas

APOLOGIES: Cllr. John Kemp (Holiday)
Cllr. Julie Ward (Personal)
Cllr. John White (Holiday)

Cllr. Alan Goggin, Essex County Councillor

MINUTES: Neil Williams

PUBLIC PRESENT: None

G-18-001 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 18/00437/FUL.

Cllr. Kelly declared a Non-Pecuniary Interest in respect of Planning Application 18/00464/FUL.

Cllr. Peverell declared a Non-Pecuniary Interest in respect of Planning Application 18/00464/FUL and St Osyth Priory.

G-18-002 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a)	18/00359/OUT Mrs J Collins Land adjacent to 108 Dumont Avenue, St Osyth	Outline application for one bungalow - renewal of planning application 15/00259/OUT. No objections.
b)	18/00424/FUL Mr & Mrs Richardson 3 Kenilworth Cottages Rectory Road Weeley Heath St Osyth	Proposed new detached dwelling & double garage on land to rear of existing host dwelling for private use. Objections on the basis that this development is considered as being backland development, in that it is contrary to Policy LP 8 of the draft District Local Plan 2013-2033 & Beyond, paragraphs b - f of which state:

		<p><i>b. a safe and convenient means of vehicular and pedestrian access/egress must be provided that does not cause undue disturbance or loss of privacy to neighbouring residents or visual detriment to the street scene. <u>Long or narrow driveways will not be permitted</u>;</i></p> <p><i>c. the proposal must avoid “tandem” development using a shared access;</i></p> <p><i>d. the site must not comprise an awkwardly shaped or fragmented parcel of land likely to be difficult to develop in isolation or involve development which could prejudice a more appropriate comprehensive development solution;</i></p> <p><i>e. the site must not be on the edge of defined settlements where likely to produce a hard urban edge or other form of development out of character in its particular setting; and</i></p> <p><i>f. the proposal must not be out of character with the area or set a harmful precedent for other similar forms of development.</i></p> <p>It is worthy of comment that that site is some distance from the nearest Settlement Development Boundary (SBD), as defined in the emerging Local Plan Publication Draft 2017.</p> <p>Additionally, it is unclear as to what is meant by ‘for private use’.</p>
c)	18/00427/FUL c/o Stanfords Land adjacent to 17 Withrick Walk St Osyth	<p>Proposed bungalow.</p> <p>Despite the removal of the proposed garage, the Parish Council objects to this application on the basis that it is still deemed as overdevelopment of the site, located in a cul-de-sac, which is already considered by residents to be lacking sufficient parking for both residents and visitors.</p>
d)	18/00437/FUL Mr Craig Gibbs The Stackyard, Clay Lane St Osyth	<p>Proposed cartlodge.</p> <p>No objections.</p>
e)	18/00447/FUL Mr Luke Gresham 47 D'Arcy Road St Osyth	<p>Demolition of existing garage and erection of single storey side extension.</p> <p>No objections.</p>
f)	18/00456/FUL Mr & Mrs S Legg Woodview, Clay Lane St Osyth	<p>Demolition of existing garage and erection of new garage, car port and store.</p> <p>No objections.</p>

g)	18/00464/FUL Mr M Skeels 138 Colne Way Point Clear Bay	Replacement dwelling (following demolition of existing). Strong objections on the basis that the proposed property is still considered to be excessive in size in comparison to the size of the plot and does not provide adequate amenity space. It is noted that the position of the proposed development, which is not in keeping with neighbouring properties, is still set forward of no's 136 and 137 and would have a detrimental effect on adjacent properties.
h)	18/00498/DETAIL Mr M Ford Land opposite St Osyth Cemetery Clay Lane, St Osyth	Reserved matters application for the demolition of existing buildings and erection of one detached single storey dwelling and garage. No objections.
i)	18/00544/FUL Mr & Mrs Doe 90 Clacton Road St Osyth	Proposed single storey front extension, two storey rear extension & internal alterations. No objections.

G-18-003 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) Notification of Decisions (Determinations) 9th March 2018 to 6th April 2018.
- b. Correspondence from St Osyth Parish Council to Tendring District Council in respect of the wording of planning applications.
- c. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/17/3190864 (TDC 17/01170/FUL).
- d. Correspondence from Tendring District Council in respect of Breach of Planning Conditions Enforcement Notices in respect of Colne Way.

G-18-004 ST OSYTH PRIORY PLANNING APPLICATIONS:

The Council noted the response from Adam Garland, Strategic Development Engineer, Essex County Council (ECC), in respect of Planning Application 17/01593/DISCON.

G-18-005 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 15th March 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. Talbot and seconded by Cllr. Kelly. All agreed.

G-18-006 UPDATE ON SUMMARY OF ACTION:

- a. G-17-230 d. The Clerk informed the Council that the Chairman had met with officers from both the District Council and North Essex Parking Partnership (NEPP) to discuss enforcement issues. The Clerk continued that the meeting with the NEPP, at which he had been present, would be discussed later in the meeting.
- b. G-17-230 f. The Clerk informed the Council that the Chairman had raised concerns as to the appearance of a site along High Birch Road, with the TDC Enforcement Team Leader. The Chairman added that a TDC officer would visit the site and that Cllr's Kemp and White would pursue the matter.
- c. G-17-234 g. The Clerk informed the Council that Cllr. Lockwood would report on the website later in the meeting.
- d. G-17-235 b. The Clerk informed the Council that he had received details of the Big Society Fund from Cllr. Talbot.
- e. G-17-237. The Clerk informed the Council that he had collated Councillors responses in respect of the Highways Service Delivery Survey and submitted a response on behalf of the Council.
- f. G-17-240. The Clerk informed the Council that he had collated responses in respect of the play area at Dumont Avenue, the results of which would be discussed by the Playground, Youth & Open Spaces Working Party at its next meeting.
- g. G-17-244. The Clerk informed the Council that he had received information regarding the Local Government Ombudsman from Cllr. Talbot. The Clerk added that before any complaint could be submitted to the Ombudsman; all forms of complaints to either the District or County Council would have to be exhausted.
- h. G-17-245 c. The Clerk informed the Council that he had reported all defective street lights to the County Council.
- i. G-17-245 f. The Clerk informed the Council that the training to be delivered by the Essex Association of Local Councils (EALC) would be rescheduled for June or July.

G-18-007 PUBLIC PARTICIPATION: None

G-18-008 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from First Essex regarding changes to bus services. Cllr's discussed the changes to the service which, although made for a quicker journey between Point Clear and Clacton, no longer picked up or dropped off passengers at Clacton Train Station.

- b. Correspondence from the Ministry of Housing, Communities & Local Government regarding Compensating for Loss of Income due to Local Council Tax Support Schemes.
- c. Correspondence from Tendring District Council regarding the Community Governance Review.
- d. Correspondence from EALC regarding Consultation on Unauthorised Developments and Encampments.

G-18-009 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman informed the Council that following the recent inclement weather, the blooms were looking better; however, some needed 'dead heading'.
- b. **Highways Working Party:** The Chairman informed the Council that the recent meetings of the Working Party would be discussed later in the meeting.
- c. **Martin's Farm Country Park:** The Clerk informed the Council that a meeting had taken place earlier that day; the notes of which would be received by the Council at its May meeting. The Clerk added that ECC were looking to obtain a two part quotation for the resurfacing of the track leading to the car park and the car park itself, so as to prevent the increase in potholes.
- d. **Playground, Youth & Open Spaces Working Party:** The Clerk informed the Council that due to insufficient numbers, the meeting scheduled for 18th April had been cancelled. He added that the meeting would be rescheduled for a date in May.

G-18-010 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** No report given.
- b. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for February 2018.
 - i) Cllr. Kelly informed the Council of offences within Point Clear by location and where practicable the status of the investigation.
 - ii) Cllr. Cooper informed the Council of offences within St Osyth by location and where practicable the status of the investigation.
- c. **Footpaths:** Cllr. Peverell informed the Council that footpath 5 had all but dried out as a result of vegetation being cut back to widen the path. The Clerk added that a local contractor would be laying bark chippings on the two remaining areas which were still wet. The Clerk informed the Council that he had received a Purchase Order from the County Council for the continued provision of grass cutting, for the public footpaths, by the Parish Councils contractor.

- d. **Planters & Litter Bins:** No report given.
- e. **Tree Warden:** Cllr. French reported that a tree surgeon had tended to a number of trees along Rochford Road.
- f. **TDALC:** Cllr. Talbot reported that the Tendring District Association of Local Councils (TDALC) had met on Wednesday 28th March, during which planning issues had been discussed at length, including the relocation of a bus stop which was being moved to a new position which was not considered to be safe. The Parish Council had not been consulted and, on querying why not, was told that it was a minor issue and part of an earlier planning application. It was agreed that planning and housing issues be sought from parishes, so that they could be addressed at the September meeting, to which the Portfolio Holder would be invited to attend.

Members reported that there were many sites with outline planning permission which had not been of interest to developers and, therefore, had not been sold; the consensus was that the applications as a result of a genuine need to build extra properties, but more a case of the land owners wanting to increase the value of the land before disposal.

It was reported that the National Association of Local Councils (NALC) had given advice in respect of the General Data Protection Regulation (GDPR), which would come into effect on 25th May 2018. Clerks could not be appointed as Data Protection Officers (DPO) for their respective Councils and that the Essex Association had a list of suitably qualified people who could be appointed as Data Protection Officers. It was also reported that every Council must have a Data Protection Policy.

g. **District Councillor's Report:**

Cllr. Talbot reported that this year's Annual Meeting of the District Council would be the last where Committee places would be allocated to 60 Councillors. As from 2019 the number would reduce to 48 elected Members. Although the Committee system had been revised in preparation for 2019, the Annual General Meeting on 24th April 2018 would operate in accordance with the new arrangements. The Scrutiny system, with three Overview & Scrutiny Committees covering the whole of the services provided by Tendring, had been reduced to two Committees, and the Chairman of the senior Committee, now called Resources and Services (R & S) Committee, would be nominated by the opposition parties.

There were now eight different parties on the District Council, with the Conservatives, for the first time since 2015, being the majority party with 33 members. This meant by law, they must have a majority of the membership of all Council Committees. There were 92 seats in total, of which the Conservatives would occupy 52 seats. Out of interest; the Independent Group, of Cllr's Talbot and White were Members would have 8 seats. The UKIP group, of which there had been 22 Members, was down to 4 Members; the others either having joined the Conservatives or formed small groups of their own.

There could also be some dispute at the AGM over the election of a Council Chairman. The accepted practice was for a Chairman to serve one year and be succeeded by their Deputy, however, the Conservative group had decided to nominate the present Chairman, Mark Platt, for a second term. This could be very controversial. The opposition would nominate the present Deputy, Karen Yallop, an Independent Member, for the post of Chairman, a move which would most likely be supported by the other Independents.

The final budget had been approved and Council Tax bills distributed. . The breakdown, set out for a Band 'D' property was:

- i) All TDC services £162.64.
 - ii) Essex Police Service £169.02.
 - iii) Essex Fire & Rescue Service £70.38.
 - iv) Essex County Council £1,221.75.
 - v) Parish Councils £36.32. (An average of all Parish precepts).
- h. **Website:** Cllr. Lockwood informed the Council that following a meeting with the Chairman and Clerk, he had made a number of amendments including a new contact list for parish organisations and that he had added a gallery area for photographs. Cllr. Lockwood continued that the site had at one point become unstable due to the number of 'drop down' options, which he was in the process of amending. He added that there was currently no counter facility to record 'hits' and that given the recent work carried out by Naglotech; consideration should be given to a small budget to allow for maintenance and modifications. It was agreed that this would be discussed by the Finance Committee.
- i. **Community Speed Watch:** Cllr. Cooper informed the Council that on Wednesday 18th and Thursday 19th April, some 85 vehicles had been observed speeding along Clacton Road in 2 hours 40 minutes. The Chairman informed the Council that as the new Tendring District Commander, Detective Chief Inspector (DCI) Wells, had previously stated that PCSOs in the district would be trained in the use of TruCam, the Clerk would write to the DCI Wells requesting the presence of a PCSO to conduct speed checks.

G-18-011 REPORTS FROM NOMINATED TRUSTEESHIPS REPRESENTATIVES:

- a. **St Osyth Almshouse Charity:** No report given.
- b. **St Osyth Playing Field Charity:** Whilst Cllr. Thomas had nothing to report, the Clerk informed the Council that adders had been seen on Cowley Park, and that he had therefore put up warning notices at all entrances.
- c. **Point Clear Community Association:** Although Cllr. Blockley had no report, the Chairman requested that at the next Council meeting Cllr. Blockley provide a report as to what was typically discussed at the PCCA meetings.

- d. **Village Hall Management Committee:** The Council noted the recent installation of the red and white reflective bollards at the front entrance to the Village Hall.

G-18-012 FINANCE:

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

- b. The following balances were noted and agreed:

Current a/c	£ 69,840.08
Deposit	£ 49,797.61
Special Project	£ 3,017.63

- c. The draft Minutes of the Finance meeting of 17th April 2018 having been previously circulated, the Chairman invited comments from the Council. None were forthcoming.

- d. The Clerk drew the attention of the Council to the following Minutes:

- i) F-18-006 Financial Reserves:

RESOLVED: That the Parish Council approve the recommendation of the Finance Committee to allocate £78,000.00 to 'earmarked' reserves. The motion was proposed by Cllr. Smith and seconded by Cllr. Lockwood. All agreed.

- ii) F-18-007 Grant Application:

RESOLVED: That the Parish Council approve the recommendation of the Finance Committee to award a grant of £300.00 to Brightlingsea Harbour Commissioners. The motion was proposed by Cllr. Kelly and seconded by Cllr. Peverell. All agreed.

- iii) F-18-008 Grant Awarding Policy:

RESOLVED: That the Parish Council adopt the Grant Awarding Policy, as recommended by the Finance Committee. The motion was proposed by Cllr. Blockley and seconded by Cllr. Thomas. All agreed.

G-18-013 HIGHWAYS WORKING PARTY:

The Chairman informed the Council that given the quantity of information discussed during the recent Working Party meetings of 16th March and of 10th April 2018, the first of which had been attended by Joe Hazelton, Essex Highways Liaison Officer, it was important that Councillors had been given the opportunity to review the notes of the respective meetings prior to the Ordinary meeting. Having discussed the notes of the meetings, the Chairman invited comments:

- a. The Chairman informed the Council that she had put some of the pertinent points of the meeting with Joe Hazelton in her report for the Parish magazine.

- b. At the request of the Chairman, the Clerk informed the Council of a recent incident whereby despite being escorted by Police vehicle, a caravan transporter had caused some disruption in the centre of the village. The Clerk added that he was still attempting to ascertain the time at which the transporter had passed through the village, after which he would liaise with Essex Police.
- c. Cllr. Kelly informed the Council that the glass on a number of bus shelters along the route into Clacton had been smashed. The Chairman stated that she had informed Adrian Summons, Essex County Council, who would arrange for the necessary repairs.
- d. Cllr. Smith stated that there had been an increase in the number of cones being placed along Colchester Road to reserve parking spaces. The Chairman responded that the matter had been reported to the local Highways Inspector, who removed them if they were present when he was in the area, as they were deemed as debris on the highway.

G-18-014 ENFORCEMENT MEASURES:

The notes of the meeting of 3rd April 2018, with the Area Manager of the North Essex Parking Partnership (NEPP), having been previously circulated, the Chairman reminded the Council of the continual problem of drivers parking on the double yellow lines outside of the butchers and Spar shop. At the request of the Chairman, the Clerk reminded the Council of how other Parishes within the county were 'buying in' enforcement time.

The Chairman explained that the NEPP were willing to commence a trial period, to run between May and August (inclusive). The Clerk informed the Council that the cost of an additional 2 hours enforcement time per week would be £94.30 per week. The Chairman add that the NEPP would also remove the observation time, meaning that Enforcement Officers could issue tickets instantly for any vehicle parked on the double yellow lines.

RESOLVED: That the Parish Council commence a trial period of additional parking enforcement between May and August (inclusive). The motion was proposed by Cllr. Smith and seconded by Cllr. Peverell. All agreed.

G-18-015 VILLAGE CAR PARK:

The Chairman informed the Council that the local landowners would be submitting a planning application to the District Council the week commencing 23rd April 2018. The Chairman continued that she had written an article about the proposal to support her monthly report in the Parish magazine. The Chairman added that with the approval of the Council, she would send a copy of the article to residents living in the vicinity of the proposed development. All agreed.

G-18-016 ST OSYTH PRIORY:

- a. Councillors discussed the visit of the Council to the Priory on 27th March 2018. All who attended agreed that it had been worthwhile.
- b. The Chairman informed the Council of the recent meeting with Tim Sargeant, during which a number of issues, including vehicular access to the Priory for weddings and visitors had been discussed.

- c. The Chairman informed the Council that she had earlier that day received correspondence with regard to the Council appointing a representative to the St Osyth Priory & Parish Trust. The Chairman stated that the correspondence would be included as an agenda item at the May meeting of the Council.

G-18-017 FURTHER MATTERS:

- a. Cllr. Kelly informed the Council that there were no salt bins for the residents of Point Clear Bay, which due to the closure of the Orchards Holiday Park during the winter, meant that many of the pavements and roads remained untreated and icy. The Chairman explained the Council's salt scheme, adding that whilst salt bins could be provided, consideration would need to be given as to where they should be located and who would spread the salt. Cllr. Kelly was requested to report back at the Ordinary meeting on 17th May 2018.
- b. Cllr. Talbot informed the Council of the forthcoming open meeting with Rob Turner, General Manager of the Orchards Holiday Park, which could be attended by residents of Point Clear Bay and Parish Councillors. He added that the meeting was to be held at 7 pm on Thursday 10th May 2018, at the Mash & Barrel, Point Clear Bay.
- c. The Clerk informed the Council of the Village Hall Open Day, to be held between 10 am and 1 pm on Saturday 12th May 2018.
- d. The Clerk showed the Council a number of photographs which had been received as part of a complaint about the full to overflowing dog waste bins in Point Clear Bay. The Clerk added that he had reported the matter to the Orchards Holiday Park, the staff of which were responsible for emptying the bins. The Clerk requested those Councillors living in Point Clear to monitor the bins and inform him [the Clerk] if they were not emptied on a regular basis.

There being no further business the meeting was closed at 9.25 pm.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 19th April 2018		
G-18-010 h	Website Maintenance	Finance Committee to review
G-18-010 i	Use of TruCam	Clk to write to Essex Police
G-18-013 b	Caravan Transporter	Clk to liaise with Essex Police
G-18-015	Village Car Park	Chairman to write to residents
G-18-016 c	St Osyth Priory & Parish Trust	To be discussed at May meeting
G-18-017 a	Salt Bins in Point Clear Bay	Cllr. Kelly to report in May
G-18-017 d	Dog Waste Bins in Point Clear Bay	Cllr's to monitor / notify Clk

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