



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 18th October 2018 at 7.00 pm

PRESENT: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. John Kemp
Cllr's Alma Blockley, David Cooper, Ray French, John Lockwood,
Colleen Peverell, Jean Smith, Michael Talbot, Michele Thomas,
Julie Ward & John White.

Cllr. Alan Goggin, Essex County Councillor (Arrived at 8.35 pm)

APOLOGIES: Cllr. Mandy Kelly (Illness)

MINUTES: Neil Williams

PUBLIC PRESENT: None

G-18-121 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 Non-Pecuniary Interests in respect of Planning Applications 18/01462/FUL, 18/01476/DETAIL, 18/01596/FUL and 18/01629/FUL.

Cllr. Thomas declared a Non-Pecuniary Interest in respect of Planning Application 18/01505/FUL

G-18-122 PLANNING APPLICATIONS:

| | APPLICATION & ADDRESS | PROPOSAL |
|----|--|--|
| a) | 18/00975/FUL Mrs E Kingston 15 Tower Estate Point Clear Bay | Replacement dwelling following demolition of existing. No objections. |
| b) | 18/01462/FUL Mr K Anderson 2 Farm Cottages, St Cleres Hall Lane, St Osyth | Ground floor side extension. No objections. |
| c) | 18/01476/DETAIL Mr R.A, T.R, D.R, A.I Sargeant St Osyth Priory The Bury St Osyth | Erection of 190 dwellings on 16.3 hectares of land; new junction and access roads; driveways; parking; footpaths; landscaping and all ancillary works; use of land as an archery range; construction of access drive and layout of parking area including siting of storage container for archery equipment. The proposals also include for a new footway to be built along a section of Colchester Road, south of the Wellwick. |

Whilst in principle the Parish Council have no objections to the design of the properties and the layout of the development itself, Councillors have very serious concerns about the location and design of the proposed entrance for the following reasons:

1. The access to and egress from the development is from and onto a B road with a 60 mph limit, on which there have been a number of traffic collisions in previous years, one of which was fatal;
2. The proposed filter lane from the B1027 onto the development, would see vehicles coming to a standstill whilst waiting to cross the flow of traffic - it is worthy of note that a recent Speed & Density survey undertaken at the eastern approach to St Osyth recorded 76,537 vehicles crossings during a 7 day Automatic Traffic Count.

Additionally, Councillors have concerns that the planned development at Jaywick Lane, which will see a further 900 properties built, will increase the volume of traffic passing the development at Wellwick;

3. In October 2016, the Chairman of St Osyth Parish Council, using the ECC formula for children requiring educational provision, calculated that the proposed development would see between 45 and 60 children requiring schooling; the plans submitted by the applicant do not indicate any form of pedestrian crossing;
4. The nearest amenities, by way of shops, post office etc, are in St Osyth; again this could see pedestrians having to cross a busy road, with a 60 mph limit without the aid of a pedestrian crossing;

In light of the points raised above, the Parish Council object to the development, based on serious concerns as to the safety of both drivers and pedestrians.

| | | |
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| | | <p>Furthermore in order to mitigate any future traffic hazards, the Parish Council would request that a full review of the road and surrounding speed limits is undertaken as part of the development, as there will be a significant increase in vehicle movements and access to the B1027.</p> <p>Councillors would also request that serious consideration be given to the installation of a traffic light controlled pedestrian crossing, and more importantly that the proposed access to the Wellwick Development be altered to allow for the inclusion of a mini roundabout.</p> <p>The inclusion of both of these in the proposed design and layout would considerably enhance the safety of both pedestrians and drivers using the B1027.</p> <p>It is worthy of note that there has been discussion between the owners of St Osyth Priory, Tendring District Council, Historic England and St Osyth Parish Council, that the inclusion of a mini roundabout at the entrance to Wellwick would also facilitate access for visitors to St Osyth Priory, via the parkland, without the need to use the crossroads in the centre of the village, which themselves are the subject of a safety concern pending consideration by members of ECC, including the Cabinet Member for Infrastructure.</p> <p>St Osyth Parish Council cannot support this development until such time as the concerns as to road safety have been properly addressed.</p> |
| d) | 18/01505/FUL Mr Stephen Sproat 34 Beach Road, Lee Over Sands, St Osyth | Raising existing structure by 450mm. No objections. |
| e) | 18/01516/FUL Mr and Mrs Weiss 54 Western Promenade Point Clear Bay | Proposed extension. No objections. |

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| f) | 18/01596/FUL Mr R.A, T.R, D.R, A.I Sargeant St Osyth Priory The Bury St Osyth | Erection of 14 dwellings. (As part of previously approved West Field scheme). The Parish Council has no objections to the proposed development. It should however be noted that the plans submitted do not indicate when the road to the development will be constructed. |
| g) | 18/01629/FUL Mrs Sarah Ford Land adjacent Moulsham Lodge 9 Beach Road St Osyth | Proposal for new Bungalow. The Parish Council object to this application as not only is the proposed development forward of the building line of the adjacent properties and outside of the Settlement Development Boundary, but from the plans it would seem that the property is too close to the adjacent road (Beach Road), especially given that the access to the property is on the same side of the dwelling as the road. |
| h) | 18/01643/FUL Mr K Gill Wensley Stud Rectory Road Weeley Heath | Proposed cart-lodge & tack room (including office use above). Whilst it is noted that a previous application (18/01150/FUL refers) was refused, the Parish Council has no objections to this application. |
| i) | 18/01688/NMA Mr S Legg Woodview Clay Lane St Osyth | Non material amendment of 18/00456/FUL - Substitution of plans 03B, 04D and 05 for CL/1 and CL/2 to change roof finish to profile sheeting. Note - for information only. |

G-18-123 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) Notification of Decisions (Determinations) 14th September 2018 to 5th October 2018.

The Clerk subsequently informed the Council of an additional item from TDC:

- b. Correspondence from TDC in respect of Planning Appeal APP/P1560/W/18/3202169 (TDC 18/00271/OUT).

It was agreed that the Clerk should respond to the Planning Inspectorate accordingly.

G-18-124 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 20th September 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. Cooper. All agreed.

- a. Cllr. Talbot enquired as to what Inspector Deex had meant by 'means testing' with reference to Automatic Number Plate Recognition (ANPR). The Clerk responded that he could only assume that there was insufficient crime to justify the expense of the installation and monitoring of an ANPR system. It was agreed that the Clerk should write to Inspector Deex to clarify what he had meant.

G-18-125 UPDATE ON SUMMARY OF ACTION:

- b. G-18-111 b iii. The Clerk informed the Council that the visit of Inspector Deex, Tendring Community Policing Team Inspector, would be discussed during the course of the meeting.
- c. G-18-111 c. The Clerk informed the Council that Cllr. Peverell had agreed to produce a draft map of the Public Rights of Way (PRoW) by 30th November 2018.
- d. G-18-111 h. The Clerk informed the Council that he was due to meet with Cllr. Lockwood to discuss alterations to the website, for which the latter had received a quotation.
- e. G-18-118. The Clerk informed the Council that he had submitted a response to TDC in respect of the Polling District & Polling Place Review.
- f. G-18-120 b. The Clerk informed the Council that he had submitted an Expression of Interest in respect of the Devolution of Highway Services to the Essex Association of Local Councils (EALC).

G-18-126 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from the Environment Agency regarding Flood & Coastal Erosion Risk Management. The Clerk informed the Council that this would be discussed during the course of the meeting.

G-18-127 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman informed the Council that with the exception of the boat at Mill Street, all the winter plants had been planted. The Chairman continued that the boat would be planted during the week commencing 22nd October 2018. The Chairman subsequently thanked Cllr's Blockley and Ward for their assistance with planting.

Cllr. Kemp informed the Council that his wife, Sandy, had 'deadheaded' the blooms at Chisbon Heath, which were still in very good condition.
- b. **Highways Working Party:** The notes of the meeting of 2nd October 2018 having been previously circulated, the Chairman invited questions from those present.

Cllr. Talbot informed the Council that the Working Party had originally been known as the 'yellow lines Committee', but in its present format, the Working Party was achieving a great deal more.

- c. **Martin's Farm Country Park:** The notes of the meeting of 4th October 2018 having been previously circulated, the Chairman invited questions from those present.

Cllr. Talbot enquired as to why 'yellow rattle' was being used on site. The Chairman informed the Council that it encouraged the growth of wild flowers, while suppressing grass from growing.

- d. **Playground, Youth & Open Spaces Working Party:** The notes of the meeting of 10th October 2018 having been previously circulated, the Chairman invited questions from those present.

Cllr. Talbot informed the Council that the name of one of the funding sources was incorrect, in that the Tendring District Council Community Reach Fund no longer existed. The Clerk enquired as to whether it should be the Big Society Fund, to which Cllr. Talbot agreed. The Chairman subsequently requested that the notes of the meeting be changed to amend the error. All agreed.

G-18-128 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for August 2018.
- i) Cllr. Cooper informed the Council of offences within St Osyth by location and where practicable the status of the investigation. Cllr. Cooper added that five offences recorded as occurring in St Osyth had in fact taken place in the area of Flag Hill. The Clerk stated that he would amend the statistics accordingly.
- ii) Councillors expressed concern at the volume of crime reported at St Osyth Beach and Seawick. Cllr. Cooper was requested to compile a statistical comparison for 2017 and 2018.
- b. **Footpaths:** Cllr. Peverell reported that she was in the process of compiling a map of the Public Rights of Way (PRoW) within the Parish, the draft of which was to be ready by the end of November 2018. Cllr. Peverell informed the Council that she would need to liaise with the Clerk for technical assistance.
- c. **Planters & Litter Bins:** Cllr. Ward reminded the Council that the winter plants had been planted and that other matters relating to planters and bins were to be included in the Management Plan.
- d. **Tree Warden:** Nothing to report.
- e. **TDALC:** Cllr. Talbot gave the following report:

The Tendring District Association of Local Councils (TDALC) last met on Wednesday 26th September. The meeting began with Linda Belgrove giving a report of the Essex Association of Local Councils (EALC) Annual General Meeting (reported below).

We then had a speaker from the Clinical Commissioning Group (CCG) speaking about Clacton and Harwich hospitals, and the plans for major works at Clacton, coupled with a reorganisation of services provided. This was followed by Catherine Bicknell, Head of Planning, talking about how planning works in Tendring and recent changes in government legislation. We finished quite late, just before 10 p.m. and I think that two major speakers were too much for one evening. This is the latest finish ever I remember in my twenty years as your nominee to this body.

I attended the Essex Association A.G.M. on 20th September as our Parish delegate. Linda Belgrove from Alresford, who is my fellow EALC executive member from Tendring, reported to the meeting the success of our District motion at the Essex Association Annual general meeting, on the role of the Local Government Ombudsman, vis a vis local authorities and dealing with complaints against their principle authorities, where currently the Ombudsman cannot act. The motion received very good support with about six other delegates all speaking in favour and was carried *nem con*.

f. **District Councillor's Report:** Cllr. Talbot gave the following report:

- i) I reported last time that The Chief Executive of Tendring District Council, Mr Ian Davidson had told all members that he has a cancerous problem with a small part of his stomach, which has now been dealt with. Unfortunately his problem has reoccurred and he has been back to hospital for another operation and is currently recuperating.
- ii) A small group has been working on a complete review of our Tendring Constitution ready for any changes to take place when a new Council is elected on May 2nd, with the present 60 members being reduced to 48 in number. This will go before the Public Cabinet meeting and subject to their approval, on to the Full Council on 27th November. There are some very substantial changes being proposed to the way we conduct our meetings, many of which are long overdue.
- iii) As members will have read in the press the St John's Nursery garden centre down Earls Hall Drive is once again planning on holding a Winter Wonderland event this year, Ever since the issues raised last year TDC has been working with the nursery, both on what needed to be done to resolve the issue and with the council's regeneration team helping to find suitable alternative sites, but no planning application has been made by the nursery, so Tendring is to issue an Enforcement Notice for the activity to cease in the absence of an application.

- iv) The St John's Nursery owners have said they will appeal the Enforcement Notice, but to do this they will need to show they have made an application. This then will be dealt with by a Planning Inspector – then a judgement can be made on this issue once and for all, and we can draw a line under it.
- v) I do not need to inform the Council of the main objection, because we all suffered last year and know for a fact that the junction where Earls Hall Drive feeds into St John's Road is not a suitable access/egress to and from the site and it therefore creates massive traffic jams in both directions!

Cllr. White gave the following report:

- i) That 'Winter Wonderland' style events were also planned for Clacton Pier and the site of the car boot sale at Weeley.
 - ii) That at the District Council Planning meeting on 16th October 2018, the Committee had received an application for alterations to the Town Hall, a listed building, to cater for additional staff, pending the closure of both the Weeley and Vista Road offices. Cllr. White continued that some of the changes in staffing would be immediate, but that the likelihood was that the sale of the Weeley offices could take anything up to ten years.
- g. **Website:** Cllr. Lockwood informed the Council that at the Finance Committee meeting of 9th October, he had recommended the acceptance of a quotation from Naglotech (F-18-028 q refers) in order to make necessary changes to the website. The Chairman remarked that given the cost of the website, she had to question the need for any additional expense. Both Cllr. Lockwood and the Clerk informed the Council that software updates were required and that due to the setup of the system, only Naglotech staff were able to make the necessary updates.
RESOLVED: That the quotation from Naglotech for amendments to the Councils website be accepted. The motion was proposed by Cllr. Lockwood and seconded by Cllr. Thomas. All agreed.
- h. **Community Speed Watch:** Cllr. Kemp informed the Council that the current rota was extant until the end of November. He continued that CSW activity would no doubt reduce during the darker winter days. He concluded by informing all present that volunteers were required for Speed Watch.
- i) At the request of the Chairman, Cllr. Cooper gave a breakdown of the statistics:

Between 17th September 2018 and 15th October 2018, there were 25 occurrences of drivers speeding in the village, with an average speed of 39.9 mph.

1. Clacton Road:
4 recordings with an average speed of 40.2 mph

2. Mill Street:
17 recordings with an average speed of 40.4 mph

Total for St Osyth: 21 recordings (average speed of 40.3 mph)

3. Point Clear Road (near Beacon Way):
4 recordings with an average speed of 39.2 mph

Total for Point Clear: 4 recordings (average speed of 39.2 mph)

The highest recorded speed was 59 mph.

2 Vehicles were observed travelling in excess of 50 mph and 5 vehicles were observed travelling in excess of 40 mph.

- ii) At the request of the Chairman, the Clerk informed the Council of the level of fine / number of points motorists could receive if caught speeding via TruCAM:

Speed: 31 - 40 mph

Level of Fine: Level A (equivalent to 50% of weekly income)

Number of Points: 3 Points

Speed: 41 - 50 mph

Level of Fine: Level B (equivalent to 100% of weekly income)

Number of Points: 4 - 6 Points

Disqualification: 7 - 28 Days

Speed: 51 mph and over

Level of Fine: Level C (equivalent to 150% of weekly income)

Number of Points: 6 Points

Disqualification: 7 - 56 Days

The Chairman informed the Council that she would include this information in her next report in the Parish Magazine.

G-18-129 REPORTS FROM NOMINATED TRUSTEESHIPS REPRESENTATIVES:

- a. **St Osyth Almshouse Charity:** Nothing to report.
- b. **St Osyth Playing Field Charity:** Cllr. Thomas informed the Council of the following:
 - i) That the external hedge had been cut and looked very good.

- ii) That several trees bordering Mill Street were to be trimmed / cut back, and that the Clerk had consulted a Tree Surgeon requesting a quotation.
- iii) That arrangements were in hand for the replacement of the unserviceable LED light unit.
- iv) That the wire fence adjacent to the tennis court had been replaced.
- v) That a contractor had been requested to proceed with the repair of the rendering.
- vi) That arrangements were in hand to have 3 missing wooden slats on the hardcourt surround replaced.
- vii) That the taps in the officials' changing room, which did not turn, were to be replaced in the near future.
- viii) That the Clerk recently attended a meeting of residents looking to resume the Youth Club, with one possible venue being the pavilion.

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

d. **Village Hall Management Committee:** Cllr. Kemp informed the Council that the Annual General Meeting and Quarterly Meeting of the Management Committee were scheduled for Monday 29th October 2018, however; he was unable to attend. The Chairman replied that a member of the Personnel Committee would attend in his place.

e. **St Osyth Priory & Parish Trust:** The Chairman informed the Council that it had been agreed by Trust Members, that together with Ian Davidson, she give an interview to James Dwan of the Clacton Gazette, outlining the scope and aims of the Trust.

The Chairman continued that there were concerns with regard to the grant application submitted to the Heritage Enterprise Lottery Fund, as it was expected that only 12% of the applications were likely to receive funding.

G-18-130 FINANCE:

- a. Approval of payments for September 2018, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:

| | |
|-------------|-------------|
| Current a/c | £ 89,163.97 |
| Deposit | £ 52,823.47 |

- c. The Clerk informed the Council that the sum of £3,018.10 had been transferred to the Deposit Account from the 14 Day Deposit Account , the latter having then been closed.
- d. The draft Minutes of the Finance meeting of 9th October 2018 having been previously circulated, the Chairman invited comments from the Council. None were forthcoming.

G-18-131 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having arrived at 8.35pm, Cllr. Goggin informed the Council of the following:
 - i) That the next meeting of the Local Highways Panel was scheduled for 25th October, during which he would be requesting another Speed & Density Survey in the vicinity of Westwood Park, as the residents deemed the speed limit too high. From this, dependant on the results, it was hoped that an existing speed limit sign could be relocated approximately 500m – 700m further along the road

Cllr. Grantham informed Cllr. Goggin that was part of a response to a planning application at Wellwick (18/01476/DETAIL refers), the Parish Council had been advised to request that a full review of the road and surrounding speed limits be undertaken as part of the development, as there would be a significant increase in vehicle movements and access to the B1027.

Cllr. Goggin responded that he had met with Joe Hazelton, Essex Highways, who had informed him of the advice offered to the Parish Council.
 - ii) That at the recent meeting of the County Council, the Council had voted unanimously to support the Lower Thames Crossing.
 - iii) That he had been appointed to the board of the Kent & Essex Fisheries, the meetings of which were held in Kent.
 - iv) That he had seen applications from three Councils with his Ward, namely St Osyth, Alresford and Brightlingsea, for inclusion in the pilot scheme for the Devolution of High Services.
 - v) That as part of a MacMillan Coffee Morning, he had taken part in a 'bake off' style event.

At 8.50 pm, the meeting was paused to enable Councillors to view the statue of a First World War 'Tommy', created by Mr Peter Tidy, which was on display in the Annex, as part of the Annual General Meeting of the Royal British Legion.

The meeting resumed at 9.00 pm.

G-18-132 CEMETERY COMMITTEE:

- a. The draft Minutes of the meeting of 3rd October 2018 having been previously circulated, the Chairman invited comments from the Council. Cllr. Ward informed the Council that as the Cemetery fence had been installed over a number of years, two sections would have to be re-stained. Cllr. Ward concluded by thanking Cllr. Smith for the use of her house to hold the meeting.

G-18-133 FLOOD & COASTAL EROSION RISK MANAGEMENT:

The Clerk reminded the Council of correspondence received from the Environment Agency in respect of Flood & Coastal Erosion Risk Management. The Clerk requested that any comments or responses be returned by 31st October 2018, in order to enable him to formulate a response on behalf of the Parish Council.

Cllr. White enquired whether the Clerk had seen the latest Environment Agency forecast, which showed that there could be a one metre increase to tides by 2050, and that by 2150, the majority of eastern England could be under water. The Clerk stated that he would try to obtain this information.

G-18-134 PERSONNEL COMMITTEE:

The Minutes of the meeting of 15th October 2018 having been previously circulated, the Chairman suggested that a number of matters be dealt with individually, as separate items, once the Minutes had been approved. All agreed.

RESOLVED: That having been previously circulated, the minutes of the Personnel Committee Meeting of 15th October 2018, be accepted by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. Thomas and seconded by Cllr. Peverell. All agreed.

G-18-135 EMPLOYMENT OF AN ADDITIONAL MEMBER OF STAFF:

The Chairman reminded the Council of previous discussions as to the need for the Council to employ an additional member of staff, to assume responsibility for the open spaces, including the three play areas, Cowley Park Recreation Ground, the cemetery, allotments, willow plantation and footpaths.

- a. The Chairman drew the attention of the Council to Minute F-18-029 b of the Finance Committee meeting of 9th October 2018, which stated:
 - i) That with a number of developments, including Wellwick, West Field and St John's Road, likely to commence in 2019, there was now a need for the Council to plan ahead, which would include both the employment of a new member of staff as discussed at previous meetings and the need for additional office space in order to accommodate the increase in staff. The Chairman stated that she would raise the matter with the Personnel Committee at its meeting on 15th October 2018.
- b. The Chairman drew the attention of the Council to Minute P-18-008 c of the Personnel Committee meeting of 15th October 2018, which stated:

- i) That the Chairman should draft a job description, based on the example of a job description for a Community Warden, provided by Vine HR. The Chairman added that the Clerk had informed both the Administrator and Responsible Financial Officer of the proposed increase in staff, and the possibility of reallocating certain roles.

RESOLVED: That following the recommendation of the Personnel Committee and subject to the approval by the Council, the employment of an additional member of staff be progressed, so as to meet the requirements of the Council. The motion was proposed by Cllr. Thomas and seconded by Cllr. Blockley. All agreed.

- c. **RESOLVED:** That the Parish Council approve the recommendation of the Personnel Committee to progress the employment of an additional member of staff. The motion was proposed by Cllr. Smith and seconded by Cllr. Thomas. All agreed.

G-18-136 REQUIREMENT FOR ADDITIONAL OFFICE SPACE:

- a. The Chairman drew the attention of the Council to Minute P-18-009 of the Personnel Committee meeting of 15th October 2018, which stated:

- i) The Chairman informed the Committee that having considered the future requirements of the Council, by way of an increase in staff; together with the Clerk, she had met with the Chairman and Treasurer of the Village Hall Management Committee to discuss the need for additional office space, so as to accommodate the additional member of staff, as well as provide a room where Committee / Working Party meetings could be held, in addition to providing a private room where relatives could discuss Cemetery related matters, without being disturbed by the daily office routine. The Chairman continued that having discussed the options available, the only room which would be fit for purpose was the snooker room.

RESOLVED: That following the recommendation of the Personnel Committee and subject to the approval by the Council, the Parish Council make a formal approach to the Village Hall Management Committee for the sole use of the snooker room for use as a Parish Office, whilst retaining the existing office as a meeting room. The motion was proposed by Cllr. Cooper and seconded by Cllr. Thomas. All agreed.

- b. The Chairman continued that the Parish Council did not want to move out of the Village Hall, as the current arrangement worked well for both the Council and the Village Hall Management Committee, however; there was a need for additional office space and that the only possible solution was that the Council increase its office space by renting the snooker room. The Chairman gave an overview of the use of the snooker room, which was booked on a Monday and Friday afternoon and every second Tuesday evening, adding that there was a facility at Dumont Hall, which would be able to cater for the times during which the Village Hall was currently used.

The Chairman concluded that if there was no space at the Village Hall, the Parish Council would have to give serious consideration to relocating.

- c. Cllr. White stated that whilst he did not disagree with a need for additional office space, especially as St Osyth had grown in recent years, he could not agree to the use of the snooker room, which was a 'village asset' used by two groups, which he would not wish to see displaced. Cllr. White suggested that serious consideration be given to an extension at the rear of the building. He concluded by stating that whilst he shared the view that additional space was needed, for the Parish Council to take on the snooker room would be bad for the village.
- d. Cllr. Smith stated that she fully supported the objections as raised by Cllr. White, adding that the Council could make use of a demountable 'portacabin' style building.
- e. Cllr. Talbot reiterated the possibility of an extension, which as part of a long term plan would be eligible for funding. The Chairman responded that any decision to build an extension would have to be that of the Management Committee, not the Parish Council.
- f. Following a lengthy discussion, during which the possibility of relocating the snooker table to the Methodist Church was discussed, the Chairman reminded the Council that the motion of the Personnel Committee was that the Parish Council make a formal approach to the Village Hall Management Committee, for the sole use of the snooker room for use as a Parish Office, whilst retaining the existing office as a meeting room. Following a vote, ten Councillors voted in favour, one voted against with one abstaining.
RESOLVED: That the Parish Council make a formal approach to the Village Hall Management Committee, for the sole use of the snooker room for use as a Parish Office, whilst retaining the existing office as a meeting room. The motion was proposed by Cllr. Peverell and seconded by Cllr. Blockley.

G-18-137 COMMUNITY SAFETY ACCREDITATION SCHEME:

The Chairman reminded the Council of the possibility of having a member of staff trained as part of the Community Safety Accreditation Scheme. The Chairman continued that having discussed that matter with the Clerk, the latter had agreed to undertake the training if approved by the Council. A number of Councillors suggested that were a new member of staff to be employed they could also be trained as part of the scheme. The Chairman stated that this could be a possibility, however; an immediate benefit of the Clerk being trained was that the Council would have someone who had experience of dealing with situations where tact was required. Furthermore, it would also enable the Clerk to build a rapport with the young.

RESOLVED: That the Clerk be put forward for training as part of the Community Safety Accreditation Scheme. The motion was proposed by Cllr. Talbot and seconded by Cllr. Peverell. All agreed.

G-18-138 PREPARATION OF MANAGEMENT PLAN:

- a. The Chairman informed the Committee that she had discussed the recommendations for proposed expenditure for 2019/2020, with those Councillors who either chaired a Committee or Working Party, or who were appointed as nominated representatives. The Chairman informed the Council that she would prepare a draft of the Management Plan for the November meeting of the Council.
- b. The Chairman requested suggestions for inclusion in the Management Plan as part of Business Objectives and/or Additional Items.

The following suggestions were made:

- i) The need to employ an additional member of staff.
- ii) The need to plan for the inclusion of 100 existing properties in St John's Road, as part of the Parish from 1st April 2019.
- iii) The need to plan for the development of 276 properties; 14 at St John's Road, 190 at Wellwick and 72 at West Field, all of which are due to commence in April 2019, which in addition to the existing 100 houses along St John's Road, would see a total increase of 376 properties within the Parish.
- iv) The need for a new entrance to the Priory from the B1027.

G-18-139 AMENDMENTS TO STANDING ORDERS:

The National Association of Local Councils (NALC) publication, L09-18 – Amendments to Model Standing Orders, having been previously circulated, the Clerk reminded the Council of the need to update Standing Orders.

RESOLVED: That following the recommendation of the Finance Committee at the meeting of 9th October 2018, the Council adopt the necessary amendments to Standing Orders. The motion was proposed by Cllr. French and seconded by Cllr. Ward. All agreed.

G-18-140 PARKING ENFORCEMENT MEASURES:

Having been unable to liaise with the North Essex Parking Partnership (NEPP) officer responsible, the Clerk gave an overview of statistics for the trial of the 'Purchase of Additional Enforcement Hours'.

| Date: | Patrol Time: | PCN Issued: |
|--|---------------------|--------------------|
| 7 th May – 18 th June 2018 | 21:54 | 19 |
| 18 th June – 16 July 2018 | 15:23 | 21 |
| 16 th July – 31 st August 2018 | 23:03 | 14 |
| Total: | 60:20 | 54 |

| Location: | PCN Issued: |
|------------------|--------------------|
| Church Square | 3 |
| Clacton Road | 16 |
| Mill Street | 8 |
| Spring Road | 27 |
| Total: | 54 |

It was requested that any decision as to whether to continue the trial in 2019, be deferred until such time as the Clerk had obtained the final statistics from the NEPP.

G-18-141 VISIT OF INSPECTOR DEEX, ESSEX POLICE:

Owing to the time, it was agreed that the Councils response to the points raised during the meeting with Inspector Deex at the September meeting of the Council, be discussed at the November meeting.

At the request of the Chairman the Clerk informed the Council of the following:

- a. That Automatic Number Plate Recognition (ANPR) cameras had been installed along the A133. Following a discussion as to the merits of ANPR, it was agreed that the matter warranted further discussion, especially given the phrase ‘means testing’ used by Inspector Deex. The Chairman subsequently informed the Council of a recent conversation with the PCSO responsible for St Osyth, during which it was suggested the ‘gamecams’ be used to catch fly-tipping in known areas. The consensus was that if a prosecution were possible via these means, it would act as a deterrent. Cllr. French informed the Council that he had a gamecam which could be used if necessary.
- b. The Clerk informed the Council that during a recent conversation with a former employee of Avon & Somerset Police, it had been ascertained that due to the number of crimes occurring at holiday parks in that particular forces area, holiday parks had seemingly been issued with a warning that if the Police were continually called to the parks, they would charge for their attendance, in the same way as which football clubs had to pay for a Police presence on match days. The Clerk continued that as a result, the majority of holiday parks had employed Security Industry Authority (SIA) trained personnel to manage venues where alcohol was consumed and to carry out patrols of the holiday parks. This had resulted in a decrease in Police attendance at the holiday parks. It was agreed that this scheme be brought to the attention of Essex Police.

G-18-142 FURTHER MATTERS:

- a. Cllr. Ward reported that street light 14 on Clacton Road was inoperative. The Clerk stated that he would report the fault.

There being no further business the meeting was closed at 10.00 pm.

| Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 18th October 2018 | | |
|--|---------------------------------------|-------------------------------|
| G-18-123 b | Planning Appeal | Clk to write to PINs |
| G-18-127 d | Funding Opportunities | Clk to amend name of fund |
| G-18-128 a i | Crime Statistics / Comparison | Clk / Cllr. Cooper to action |
| G-18-128 b | Public Rights of Way Map | Cllr. Peverell to action |
| G-18-128 h ii | Speeding Fine Information | Chairman to include in report |
| G-18-133 | Forecast of Flooding | Clk to obtain information |
| G-18-136 f | Additional Office Space | Council to approach VHMC |
| G-18-137 | Community Safety Accreditation Scheme | Clk to undergo training |
| G-18-138 | Management Plan | Chairman to prepare draft |
| G-18-139 | Amendments to Standing Orders | Clk to action |
| G-18-140 | Parking Enforcement | Clk to liase with NEPP |
| G-18-141 | Visit of Inspector Deex | Cllr's to discuss |
| G-18-142 | Inoperative Street Light | Clk to notify Essex Highways |

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