



## ST OSYTH PARISH COUNCIL



### Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 18<sup>th</sup> April 2019 at 7.15 pm

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

Ken Belcher, St Osyth Parish Council Community Warden

Cllr. Alan Goggin, Essex County Councillor (Arrived at 8.25 pm)

**MINUTES:** Neil Williams

**PUBLIC PRESENT:** Four

#### **OM-19-001 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 18/00958/OUT.

#### **OM-19-002 CHANGE OF AGENDA ORDER:**

The Chairman suggested that as several members of the public wished to comment in respect of planning application 18/00958/OUT, Public Participation be heard before planning applications were reviewed by the Council. All agreed.

#### **OM-19-003 WELCOME TO COMMUNITY WARDEN:**

The Chairman introduced Mr Ken Belcher, recently appointed as the Community Warden, to the Council and welcomed him to the Parish Council.

#### **OM-19-004 PUBLIC PARTICIPATION:**

- a. A member of the public addressed the Council in respect of planning application 18/00958/OUT, stating that the village lacked sufficient parking spaces and that drivers frequently parked on double yellow lines, despite the occasional presence of Enforcement Officers from the North Essex Parking Partnership. They continued that as the application would include the provision of a car park, it would benefit the Priory, as vehicles would no longer park on The Bury, leaving it in a poor condition.
- b. As the landowner of the site for the proposed development, Mr Peter Bond reiterated his comments from the meeting of 19<sup>th</sup> July 2018, to which he added:

- i) That the location of the proposed properties had changed due to objections from Historic England, as it would have an impact on the setting of St Osyth Priory, when viewed from Footpath 7 or Wigboro Wick Lane.
- ii) That he would ensure that Footpath 8, which would be situated between the existing properties in Old School Close, and the proposed development, would not be affected. He continued that as the landowner, he would widen the footpath, so as to create more of a buffer between the properties.
- iii) That as part of the amended application he had been advised to increase the number of properties from 12 to 13.
- iv) Cllr. Thomas commented on the recent installation of barriers at the Tesco superstore in Clacton on Sea, and enquired of Mr Bond as to whether there would be any similar precautions to prevent unwanted access to the car park.

Mr Bond stated that he would install a height barrier, in addition to CCTV cameras in order to deter any anti-social behaviour.

Having afforded members of the public the opportunity to speak, the Chairman closed public participation.

#### **OM-19-005 PLANNING APPLICATIONS:**

Prior to viewing planning applications, by way of a powerpoint presentation, the Clerk reminded Councillors of material and non-material planning considerations.

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a)	18/00958/OUT R & P Bond Land at Warren Farm The Bury, St Osyth	<p>Outline application for development of 7 almshouse type one and two bed dwellings and 6 houses in conjunction with provision of car park for public use.</p> <p>Prior to a vote by Councillors, the following objections were recorded:</p> <ul style="list-style-type: none"> <li>• that the provision of a car park would not resolve the issue of parking within the centre of St Osyth</li> <li>• that there would appear to be a footpath leading from the car park to Church Square, via the closed Churchyard.</li> <li>• that access to the car park would cross part of the Village Green.</li> <li>• that some 350 homes are already planned for St Osyth.</li> <li>• that the phrase 'almshouse type' would imply that the properties are intended for the needy.</li> </ul>

	<p>The following comments in support of the application were recorded;</p> <ul style="list-style-type: none"> <li>• the amended site of the proposed development is preferable to that of the original, as does not impact on the views of St Osyth Priory.</li> <li>• that the car park will provide much needed parking spaces, especially as the current arrangement of parking on The Bury, by the goodwill of the landowner, is to be reduced to 17 parking spaces as indicated by Planning Application 17/01593/DISCON.</li> <li>• that concerns as to the construction of a new footpath are unfounded, as Footpath 8 has been in existence for over 50 years.</li> <li>• that Footpath 8 will be widened, similar to the permissive footpath on the opposite side of the site, so as to form more of a buffer between the proposed development and those houses already in Old School Close.</li> <li>• that the provision of CCTV and a height restrictive barrier, will help to reduce antisocial behaviour.</li> </ul> <p>Prior to a vote by Councillors, the following points were clarified by the applicant:</p> <ul style="list-style-type: none"> <li>• that there would not be a 30 year lease, and that as far as the application was concerned the car park would be gifted to the Parish Council in perpetuity.</li> <li>• that a condition of occupation for the bungalows would be that they were for over 55's only.</li> </ul> <p>Following a lengthy discussion the Council voted in favour of the application, by a margin of 9 in favour, 1 objecting and 3 abstaining.</p>
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Having reviewed planning application 18/00958/OUT, Councillors were given the opportunity to comment:

- a. Cllr. White commented on the following:
  - i) That historically the Parish Council had opposed any development to the west of the crossroads, and that the area of the proposed development had not been included in either the 2007 District Local Plan or the new plan, which has yet to be approved.

- ii) That the Government had rejected the latest draft of the Local Plan, stating that the District Council did not have a 5 year housing supply, a view which would be challenged by TDC.
  - iii) That the provision of a car park, by way of the housing development, would not resolve the problem of parking within the centre of the village.
  - iv) Cllr. White highlighted the inaccuracy of the amended application, which showed a path leading from the car park through the Churchyard. The Chairman informed all present that the suggestion of access to Church Square from the car park via the Churchyard had been considered by the Highways Working Party, all of whom agreed that it would be inappropriate and would not be considered.
  - v) That the Design and Access Statement submitted by the agent was misleading, in that the 'bungalows' were once again referred to as being 'almshouse style' properties.
  - vi) That the Parish Council had in the past objected to applications to have the Warren widened in order to accommodate larger agricultural machinery, as it would impact on the registered Village Green.
  - vii) That with 350 properties already approved for construction in St Osyth, there was no requirement to 'plunder' the only remaining open land in the village for housing.
  - viii) That the agent had stated that the development and car park were only a short walk from both the Primary School and 'railway station'.
  - ix) That the car park, which the agent stated would be leased for a period of 30 years, would cross over the boundaries of No's 1 and 2, The Bury.
- b. Cllr. Ward made the following observations:
- i) That she thought the location of the development, as per the amended application, to be more acceptable.
  - ii) That whilst there was clearly a need for a village car park, she had concerns as to how people would be made to make use of it.
- c. In response to the concerns expressed by Cllr. Ward, Cllr. Peverell made the following response:
- i) That the reduction of parking on The Bury at the front of the Priory to 17 parking spaces would leave residents and visitors no choice but to make use of the car park, as there would not be enough spaces available in the village.

- d. Cllr. Thomas made the following observations:
- i) That consideration be given to making some of the parking bays along Clacton Road available for disabled persons only.
  - ii) That due to the aging population within the Parish and number of people with insufficient funds to get onto the housing ladder, there was a need to have written into the deeds that the 'almshouse style' properties were for the use of over 55's only.
  - iii) That the amended design was more acceptable and that the building of new homes was now a fact of life.
- e. Cllr. Smith supported the view of Cllr. Thomas regarding the provision of disabled parking.
- f. The Clerk suggested that were the application to be approved, anyone hiring Cowley Park be advised to park in the car park. The Chairman stated that this was a valid point, as the previous evening she had observed numerous cars parked along Mill Street, the drivers of which were either playing football or spectating.
- g. Cllr. Blockley made the following observation:
- i) That with limited parking on The Bury and in the centre of the village, there would be nowhere for those attending weddings or funerals to park.
- h. The Chairman asked Mr Bond as to the 30 year lease referred to by Cllr. White. Mr Bond stated that he was unaware of any such wording and that in his mind the car park would be gifted to the Parish Council in perpetuity.
- i. Councillors subsequently voted on Planning Application 18/00958/OUT. **RESOLVED:** That the Parish Council support Planning Application 18/00958/OUT. The motion was proposed by Cllr. Peverell and seconded by Cllr. Thomas. A total of nine Councillors voted in favour of the application, with one opposing and three abstaining.

Having heard the Councils decision in respect of planning application 18/00958/OUT, all members of the public departed the meeting at 8.10 pm.

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
b)	19/00428/FUL Mr & Mrs Proctor 264 Point Clear Road, St Osyth	Erection of a rear and first floor extension to existing bungalow, new double garage and replacement of existing boundary wall to property frontage.  Whilst the Parish Council has no objections to the proposed extension itself, the Council do have objections with regard to the siting of the garage, which is forward of the building line.

c)	19/00455/FUL Mr Billy Abbott 243 Point Clear Road, St Osyth	<p>Proposed rear extension, loft conversion, alterations to front elevation, internal alterations and construction of self-contained annexe.</p> <p>The Parish Council do not object to the proposed extension, loft conversion, external or internal alterations.</p> <p>The Parish Council does however have objections to the construction of the self-contained annexe, which is considered to be too far from the main dwelling, and would question whether the services for the annexe stem from the main dwelling or are provided separately.</p> <p>The building of the self-contained annexe is deemed as being an attempt to establish a second residence by way of backland development.</p>
d)	19/00469/TPO c/o Mr M Cochrane Acacia Cottage 94 Clacton Road, St Osyth	<p>2 No. Sycamores - re-pollard.</p> <p>The Parish Council refers this application to the TDC Tree &amp; Landscape Officer for consideration.</p>
e)	19/00532/TELLIC CATSURVEYS Group Ltd (CSG) Side of 360 Point Clear Road St Osyth	<p>Installation of high speed broadband cabinet.</p> <p><b><i>Noted - for information only.</i></b></p>

#### **OM-19-006 PLANNING CORRESPONDENCE:**

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) 15<sup>th</sup> March 2019 to 5<sup>th</sup> April 2019.
- b. Correspondence from Mrs B King regarding Planning Application 18/00958/OUT.
- c. Correspondence from the Planning Inspectorate regarding the Pre-Inquiry Meeting of 19<sup>th</sup> March 2019, in respect of Appeals against Enforcement Notices in Point Clear Bay.
- d. Correspondence from the Planning Inspectorate in respect of the approval of Planning Appeal APP/P1560/W/18/3202169 (TDC 18/00271/OUT) land adjacent to 40 Point Clear Road, St Osyth.
- e. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/18/3217476 (TDC 18/00702/AGIC) land to the West of Clay Lane, St Osyth.

**OM-19-007 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 21<sup>st</sup> March 2019 be verified for accuracy by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. Smith and seconded by Cllr. Kemp. All agreed.

**OM-19-008 SUMMARY OF ACTION:**

- a. G-18-224 c. The Clerk informed the Council that as the Transport Meetings were in June, he would forward details to Councillors in May.
- b. G-18-226 b i. The Clerk informed Councillors that Cllr. Peverell would report on Footpath 5 during the meeting.
- c. G-18-226 b iv. The Clerk informed Councillors that Cllr. Peverell would report on the progress of the Footpaths map during the meeting.
- d. G-18-228 a. The Clerk informed the Council as to the reason for the cancellation of a payment.
- e. G-18-236 c. The Clerk informed the Council that with the assistance of both the Chairman and Cllr. Kelly, he had submitted a response to the Planning Inspectorate in respect of the Enforcement Notice - Breach of Condition, served against residents of Point Clear Bay.
- f. G-18-237. The Clerk informed the Council that correspondence from the Parish Council had been included in the 'Welcome Packs' delivered to the residents of St John's Road.
- g. G-18-238 b. The Clerk informed the Council that he would chase Hedingham Buses with regards to the provision of amended timetables.

**OM-19-009 CORRESPONDENCE:** None

**OM-19-010 REPORTS FROM WORKING GROUPS:**

The Chairman reminded Councillors of the need to adhere to their allotted time for delivering their respective reports.

- a. **Blooms in St Osyth:** Cllr. Ward reported that Cllr's Blockley and Thomas had been deadheading daffodils, and that together with Cllr. Blockley and the Chairman, she [Cllr. Ward] would soon be selecting the summer plants.
- b. **Highways Working Party:** The Chairman informed the Council that a meeting had taken place on Thursday 11<sup>th</sup> April, in order to ensure that all members of the Working Party were familiar with its current aims and intentions, prior to the local Elections on 2<sup>nd</sup> May 2019. The Chairman continued that were there to be a change in membership of the Working Party, those who remained would have a good understanding as to what the Parish Council was seeking to achieve in respect of highways related matters. The Chairman concluded by informing the Council that the notes of the meeting would be received at the Ordinary Meeting in May.

- c. **Martin's Farm Country Park:** The Chairman informed the Council that the next meeting was scheduled for Wednesday 29<sup>th</sup> May 2019.
- d. **Playground, Youth & Open Spaces Working Party:** The Chairman informed the Council that a meeting had taken place on Tuesday 9<sup>th</sup> April, in order to ensure that all members of the Working Party were familiar with its current aims and intentions, prior to the local Elections on 2<sup>nd</sup> May 2019. The Chairman continued that were there to be a change in membership of the Working Party, those who remained would have a good understanding as to what the Parish Council was seeking to achieve in respect of open spaces and play areas. The Chairman concluded by informing the Council that the notes of the meeting would be received at the Ordinary Meeting in May.

**OM-19-011 REPORTS FROM REPRESENTATIVES:**

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for February 2019.
  - 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.
- b. **Footpaths:** Cllr. Peverell informed the Council of the following:
  - i) That she had yet to receive any costings for the printing of the footpaths guide. The Chairman reminded Cllr. Peverell that Entrac Printing had only supplied a size guide and that the design of the guide was her [Cllr. Peverell] responsibility.
  - ii) That whilst Footpath 5 had dried out considerably, the improvements to the surface had yet to be actioned by the County Council. Cllr. Peverell added that she would remove the boards and planks which she considered to be a trip hazard.
- c. **Planters & Litter Bins:**
  - i) Cllr. Ward informed the Council that the planters would be cleaned when the summer displays were planted, and that some of the bins in the Conservation Area were in need of washing.
  - ii) Cllr. Grantham informed the Council that a number of bins could do with being replaced; however, having approached TDC, she had been informed that they would not be able to replace any of the dated bins. Cllr. Grantham continued that she would liaise with a local painter and decorator to provide a quotation for repainting the bins.

- iii) Cllr. Kelly informed the Clerk that a bin near the roundabout at the entrance to the Orchards Holiday Park was always open. The Clerk stated that he would ascertain who was responsible for the emptying of the bin and would request that it be closed once emptied.

d. **Tree Warden:**

- i) Cllr. French informed the Council that a tree was beginning to overhang the bus stop near Folley Farm, and that the hedge of the surgery in Clacton Road was starting to encroach onto the pavement. The Chairman requested that Cllr. French ascertain the number of the property near Folley Farm, so that the Clerk could write to the occupants.
- ii) The Chairman requested that Community Warden review the guidance issued by Essex Highways in respect of overgrown vegetation / overhanging trees, as properties along St John's Road would have to be checked.

e. **Tendring District Association of Local Councils (TDALC):**

Cllr. Talbot informed the Council that there had been no meeting of either the Tendring District Association or the Essex Association of Local Councils (EALC) since the Councils last meeting.

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

- i) Cllr. Talbot informed the Council that due to the forthcoming Elections, there was no business involving Councillors, and that District Councillors were quiescent.
- ii) Cllr. White stated that both his and Cllr. Talbot's tenure as District Councillors would end at midnight on 5<sup>th</sup> May, meaning that the Parish Council would not have a District Council representative until after the Ward Elections on 23<sup>rd</sup> May 2019.

g. **Website:**

- i) Cllr. Lockwood informed the Council that he had made a number of changes to the website and was adding new content. He continued that he had changed the photograph on the home page and was learning about 'widgets' which would enhance the website.
- ii) The Clerk informed the Council that with the appointment of the Community Warden, he would be looking to reformat a number of documents for addition to the website.

h. **Community Speed Watch:**

- i) Cllr. Kemp informed all present that a new rota had been distributed and that the group was in need of new members.

- ii) Cllr. Grantham informed the Council of her recent meeting with PCSO Sue Groves, during which the latter had informed the Chairman that she [PCSO Groves] had recently carried out a speed check using TRUCam and that she intended to carry out at least one session per month. The Chairman concluded that the presence of the PCSO / TRUCam would demonstrate support for the Speed Watch Group.
- iii) Cllr. Lockwood informed the Council that the presence of the PCSO had been posted on social media, an act which could result in a fine of up to £1,000.00.
- iv) At the request of the Chairman, Cllr. Cooper gave a breakdown of the statistics:

Between 18<sup>th</sup> March 2019 and 15<sup>th</sup> April 2019, there were 30 occurrences of drivers speeding in the village, with an average speed of 38.7 mph.

- 1. Clacton Road:  
17 recordings with an average speed of 37.9 mph
- 2. Point Clear Road (Wigboro Wick):  
13 recordings with an average speed of 39.6 mph

The highest recorded speed was 48 mph.

10 Vehicles were observed travelling in excess of 40 mph.

#### **OM-19-012 REPORTS FROM REPRESENTATIVES:**

##### **a. Essex County Council:**

Cllr. Goggin gave an overview of the following:

- i) That he had attended the 'Pride of Tendring Awards', which as always had been a thoroughly enjoyable evening, during which residents of the District had been recognised for their input to the community.
- ii) That the County Council was introducing a new scheme aimed at recouping loses due to damage caused to street furniture by vehicles as a result of collisions.
- iii) That there would be changes to the membership and appointments held by members at the County Councils Cabinet meeting on 14<sup>th</sup> May.
- iv) That a meeting was to be held between Vicky Presland, Essex Highways and members of the Highways Working Party towards the end of May.

- v) That for a number of Councillors, this could be their final meeting, and that they should be proud of what they had achieved as members of St Osyth Parish Council, especially as they had not stood as Councillors to gain 'fame, fortune or popularity', but had the benefit of the Parish at heart.
- vi) Cllr. Talbot enquired as to whether Cllr. Goggin was aware of the regulations concerning the parking of commercial vehicles on the public highway, especially those that were parked in a domestic area against the flow of traffic. Cllr. Goggin stated that he would check but that he thought that there were no rules regarding commercial vehicles parking in residential areas.

#### **OM-19-013 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:**

- a. **St Osyth Almshouse Charity:** Cllr. White reported that two co-opted Trustees had been appointed, one of whom, Karen Sinclair, a new Parish Councillor, had some 25 years' experience of working for Careline, which would no doubt be helpful at some point.
- b. **St Osyth Playing Field Charity:** Nothing to report.
- c. **Point Clear Community Association:** Nothing to report.
- d. **Village Hall Management Committee:** Cllr. Kemp reported that a meeting had taken place on 25<sup>th</sup> March 2019, during which the following had been noted:
  - i) That a new booking officer was now in place, who together with her daughter, were being supported by the outgoing booking officer, until such time as they knew the process.
  - ii) That a number of outstanding hire fees had been received, and that the additional income from the Parish Council would help with repairs.
  - iii) That an Open Day was scheduled for Saturday 11<sup>th</sup> May 2019. The Chairman added that the Council would have a stand, which she suggested could go in the new office, as this would allow residents to view the new office space.
- e. **St Osyth Priory & Parish Trust:** The Chairman informed the Council that she had recently met with Ian Davidson, Chief Executive Officer of Tendring District Council, Kim Lalli and Conrad Payne, joint Chairs of the Trust, to discuss the Business Plan, and that a meeting was scheduled for 4<sup>th</sup> June 2019 between the Trustees and Historic England.

#### **OM-19-014 FINANCE:**

- a. Approval of payments for March 2019, as per the circulated lists were agreed by the Council.

Cllr. Kelly enquired as to income in respect of a recent burial and income by way of an 'income box'. The Clerk stated he was unaware of the reason why, but that he would raise the matter with the Responsible Financial Officer.

- b. The following balances were noted and agreed:

Current a/c £ 104,878.98  
Deposit £ 52,831.33  
Petty Cash £40.94

- c. Having been previously circulated, the draft Minutes of the Finance Committee meeting of 4<sup>th</sup> April 2019, were reviewed. The Chairman invited comments from the Council.

- i) Cllr. Talbot remarked that the recent End of Year figures prepared by Martin Walsh, the Responsible Financial Officer (RFO) showed that the Parish Councils financial position was good, and that the appointment of the RFO had proven to be a very good decision.

#### **OM-19-015 CEMETERY COMMITTEE:**

- a. The Clerk informed the Council that due to the need to prioritise certain events, he had yet to complete the Minutes of the Cemetery Committee meeting of 3<sup>rd</sup> April 2019, and that the Minutes would be received at the Ordinary Meeting in May.

- b. The Clerk informed the Council that one item which would require approval was the setting of the Annual Fees for the Cemetery for 2019/2020, which remained the same as 2018/2019.

**RESOLVED:** That with the exception of digging fees, all charges remain extant for 2019/2020, as recommended by the Cemetery Committee at its meeting on 3<sup>rd</sup> April 2019, under reference C-19-005. The motion was proposed by Cllr. Cooper and seconded by Cllr. Kemp. All agreed.

**OM-19-016 NEW OFFICE:** The Clerk informed Councillors that the Council would have use of the new office as of 1<sup>st</sup> May, and that arrangements were in hand for the installation of a new window, security shutters, electrics, computer cabling and sockets and new carpet tiles.

#### **OM-19-017 COUNCIL ELECTIONS:**

- a. By way of a Powerpoint presentation, the Clerk briefed Councillors as to why there was to be an election for Parish Councillors for the Point Clear Ward, and the circumstances which had led to such a need. He continued to explain that every conceivable approach had been taken to resolve the need for an election, once it had been brought to his attention on 3<sup>rd</sup> April 2019. The consensus was that some of the forms within the election packs had been ambiguous.

- b. He continued that due to there being only six candidates, all of whom had been elected by way of an uncontested election for the St Osyth Ward, there would be a need to co-opt an additional two Councillors.
- c. The Chairman explained that one of the six current Councillors for Point Clear would always be able to become a co-opted Councillor for the St Osyth Ward.
- d. A conversation ensued during which the subject of allowances for co-opted Councillors was discussed. The Clerk informed the Council of the recent District Council Remuneration Panel report, which referred to allowances. He added that he would write to both the Chair of the Panel and EALC, the latter having endorsed the Motion put forward by the Parish Council at the EALC AGM in 2015, that co-opted Councillors receive the same allowance as elected Councillors, to confirm which stance was correct.

**OM-19-018 APPOINTMENT OF COMMUNITY WARDEN:**

- a. The Chairman introduced Mr Ken Belcher, the recently appointed Community Warden, and explained that following the interviews of the candidates for the position, the decision to appoint Mr Belcher had been unanimous.
- b. At the request of the Chairman, the Clerk gave an overview of the induction to the Parish Council for Mr Belcher. The latter informed the Council that he had received a good introduction and was looking forward to settling into a routine. He continued that it was good to be able to meet and interact with residents. The Chairman suggested that as the Community Warden it would be sensible for Mr Belcher to introduce himself to the shop owners within the village. The Chairman concluded by stating that the Council were glad to have Mr Belcher as part of the team.

**OM-19-019 ALLOTMENTS:**

- a. At the request of the Chairman, the Clerk, by way of a Powerpoint presentation, showed the Council recent photographs of the condition of a plot at the allotments. The Chairman explained that the allotment holder had been written to with regards to the condition and appearance of his plot. The Chairman quoted extracts of the Tenancy Agreement signed by the plot holder, who had been given three weeks to tidy his plot.
- b. The Chairman explained that the allotment holder had attended the Allotment Association AGM, and that he had subsequently attended his plot, during which time he had engaged in a conversation with Cllr. Blockley, in her capacity as Chair of the Allotment Association. Cllr. Grantham informed the Council that Cllr. Blockley had made a record of the conversation with the plot holder.

- c. Cllr. Grantham informed the Council that the plot holder had been sent a further letter informing him that his plot was to be cleared and that as he was in breach of his Tenancy Agreement, the agreement would be revoked and his rent for the forthcoming year returned. The Chairman continued that the plot holder would be asked to clear his plot of the detritus on the plot, which if not removed would be cleared by the Council and the cost of doing so reclaimed from the plot holder, via the Small Claims Court, if necessary.

**RESOLVED:** That the Parish Council revoke the Tenancy Agreement of a plot holder who has failed to abide by the Terms & Conditions of the agreement. The motion was proposed by Cllr. French and seconded by Cllr. Peverell. All agreed.

**OM-19-020 APPEAL AGAINST ENFORCEMENT NOTICE – POINT CLEAR BAY:**

The Clerk reminded the Council of their decision at the meeting on 21<sup>st</sup> March 2019, to forward a submission as an Interested Party to the Planning Inspectorate in support of the residents of Point Clear Bay.

- a. The Clerk informed the Council that with the assistance of the Chairman and Cllr. Kelly, he had drafted correspondence on behalf of the Parish Council, which having been strengthened by input from both the Chairman and Cllr. Kelly, had been forwarded to the Planning Inspectorate.
- b. Cllr. Kelly confirmed that she had received a copy of the Council's submission along with other documents, but had not received a copy of the submission by Cllr. Talbot. The latter confirmed that he had submitted correspondence to the Planning Inspectorate, and that he had received confirmation of receipt.
- c. Cllr. Kelly subsequently reminded Councillors of notable dates with regards to the forthcoming Public Inquiry, before informing the Council that one of the District Councils Planning Officers was seeking to have a number of the Appeals quashed, due to incorrect documentation having been issued by the District Council.

**OM-19-021 FURTHER MATTERS:**

- a. Cllr. Kelly notified the Clerk that vehicles making deliveries to the Orchards Holiday Park, via Gate 2, were again blocking the driveway of a resident, who due to a vehicle obstructing the driveway, had been late for a funeral. Cllr. Kelly requested that the Clerk liaise with the Orchards.
- b. The Chairman requested that Councillors assist with the 'deadheading' of the daffodils. Cllr. Thomas stated that she would do those at the junction of Clacton Road and the Bypass. Cllr. Talbot stated that together with his wife, he had done some of the daffodils at the junction of Colchester Road and the Bypass. The Chairman requested that Cllr. Talbot pass on the gratitude of the Council to his wife. Cllr. Blockley reported that the planters at Mill Street, Beacon Way and those opposite the Priory had also been done.

- c. As it was their last meeting as Parish Councillors, the Chairman thanked both Cllr's Kemp and Smith for their service to the community, residents and Parish Council and for the support in particular which they had given her during her tenure as Chairman. The Chairman subsequently presented both Cllr's Kemp and Smith with gifts on behalf of the Parish Council.
- d. Cllr. Peverell informed the Council of the increase in vehicles being parked on the verge at the front of Pump Hill garage. The Clerk was requested to raise the matter with TDC Enforcement Officers.
- e. Cllr. French informed the Council of a discussion with the RFO at the Annual Parish Meeting, during which the latter had suggested that Mr Billy Taylor, Head Coach of St Osyth Boxing Club, be nominated for a 'Pride of Tendring Award' in recognition of the work he did within the community, especially his efforts to reduce knife crime. Cllr's Talbot and White both stated that Mr Taylor had been offered financial support in the past, but had always refused it. They both stated that they would support a nomination for Mr Taylor.
- f. Cllr. Thomas informed the Council that another option was to nominate Mr Taylor as a 'Crime Fighting Hero', a Community Safety Award, organised by the Police, Fire & Crime Commissioner for Essex.
- g. Cllr. French addressed the Council thanking all present for the support shown to him during the past four years.

There being no further business the meeting was closed at 9.50 pm.

<b>Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 18<sup>th</sup> April 2019</b>		
G-19-007 a	Transport Meetings	Clk to forward details to Cllr's
G-19-007 g	Bus Timetables	Clk to contact Hedingham Buses
G-19-009 b	Highways Working Party Notes	To be received at May meeting
G-19-009 d	Open Spaces Working Party Notes	To be received at May meeting
G-19-010 b	Footpath Guide / Footpath 5	Cllr. Peverell to action
G-19-010 c ii	Repainting of Litter Bins	Cllr. Grantham to obtain quotes
G-19-010 c iii	Orchards Litter Bin	Clk to ascertain responsibility
G-19-010 d	Overgrown Vegetation	Cllr. French / CW to action
G-19-010 g	Website Content	Cllr. Lockwood / Clk to action
G-19-013 a	Cemetery Income	Clk to liaise with RFO
G-19-016 d	Cllr's Allowances	Clk to liaise with TDC / EALC
G-19-020 a	Orchards Deliveries	Clk to liaise with Orchards
G-19-020 b	Deadheading of Daffodils	Cllr's to liaise with Chairman
G-19-020 d	Car Sales on Verge at Pump Hill	Clk to liaise with TDC
G-19-020 e	Pride of Tendring Award	Council to nominate

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