



ST OSYTH PARISH COUNCIL

The Village Hall, Clacton Road, St. Osyth, Clacton-on-Sea, Essex, CO16 8PE

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Dear Councillor

Notice of Annual Meeting of the Parish Council

I hereby give you notice that the Annual Meeting of the St Osyth Parish Council will be held at St Osyth Village Hall Annex at **7.15 pm on Thursday 16th May 2019**.

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Press and members of the public are invited to attend. Those members of the public who wish to speak during public participation are kindly requested to notify the Clerk of their intent prior to the commencement of the meeting.

Dated 8th May 2019

[Signed on Original]

Neil Williams
Parish Clerk

AGENDA / BUSINESS TO BE TRANSACTED

1. **To elect the Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office**
2. **To elect the Vice Chairman of the Council and receive the Vice Chairman's Declaration of Acceptance of Office**
3. **Apologies for Absence & Welcome New Councillors**
4. **Members Declarations of Interest:**
To receive any Pecuniary or Non Pecuniary Interests for matters set out below
5. **Approval of Minutes:**
To approve as correct the Minutes of Annual General Meeting held 17th May 2018 *encl*
(Received & approved at the Ordinary Meeting of Thursday 21st June 2018)
6. **To appoint Committees and Sub Committees** *(to be discussed under agenda item 26)*
7. **To appoint Representatives to Outside Bodies** *(to be discussed under agenda item 26)*
8. **To report the payment of Annual Subscriptions and Memberships** *to follow*
9. **Payment of Councillors Allowances** *[draft copy of draft public notice] to follow*
- 10.a **To agree that Standing Orders, Financial Regulations and the Financial Risk Assessment be referred to the Finance Committee for review and consideration**
- 10.b. **To review the Insurance Policy**
11. **To review Deeds held by the Parish Council** *[available for inspection at meeting]*
12. **To appoint a Responsible Financial Officer (RFO) and Independent Internal Auditor (IIA)**

13. Planning Applications received and comments made thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a)	19/00368/FUL Mr Cullip 110 Point Clear Road, St Osyth	Proposed single storey rear extension to form an annexe.
b)	19/00586/FUL Mr & Mrs Lord Pond House Earls Hall Drive, St Osyth	Proposed front extension.
c)	19/00610/DETAIL Mr Parsons Land at Oakmead Road, St Osyth	Reserved matters application for 4no. detached dwellings with associated garages.

Please note all applications can be viewed on the Tendring District Council website under the following www.tendringdc.gov.uk/publicaccess and will be available for viewing at the meeting.

14. Planning Correspondence:

To hear correspondence in respect of Planning as listed:

- a) Tendring District Council (TDC) notification of Decisions (Determinations) 12th April 2019 to 3rd May 2019 *encl*
- b) Planning Inspectorate letter of 16th April 2019 re dismissal of Appeal APP/P1560/W/18/3210247 (TDC 18/00656/FUL) 19 Seawick Road, St Osyth
- c) Copy of TDC letter of 18th April 2019 re Planning Application 19/00610/DETAIL - land at Oakmead Road, St Osyth
- d) Anonymous letter received 24th April 2019 re Soil Contamination at Cockett Wick Breakers Yard
- e) Email of 2nd May 2019 from Attwells Solicitors re Planning Representation

15. Approval of Minutes:

To approve as correct the Minutes of the Ordinary Meeting of 18th April 2019 *encl*

16. Matters arising from the Minutes of the Ordinary Council Meeting:

To receive an update on matters arising from the meeting of 18th April 2019

17. Public Participation

18. Correspondence:

To hear correspondence as listed:

- a) Letter of 24th April 2019 from a resident of St Clairs Road re parking
- b) Letter of 24th April 2019 from a resident of St Clairs Road re grass cutting
- c) Card received on 29th April 2019 from St Osyth PTFA re grant payment

When giving their respective reports, Cllr's are reminded to adhere to the following times:

- a) **Parish Councillors – 2 Minutes**
- b) **District Councillors – 3 Minutes**
- c) **County Councillors – 5 Minutes**

19. Updates from Working Groups:

To receive reports from the following:

- a) Blooms in St. Osyth
- b) Highways Working Party – to receive notes of the meeting of 11th April 2019 *encl*
- c) Martin's Farm Park
- d) Playground, Youth & Open Spaces – to receive notes of the meeting of 9th April 2019 *encl*

20. Reports from Representatives:

To receive reports from the following if applicable:

- a) Essex County Council (Cllr. Goggin)
- b) Essex Police
 - i) to receive Crime Statistics for March 2019 (Cllr's Cooper & Kelly) *to follow*
 - ii) to receive comparison statistics for January to March 2019 *to follow*
- c) Footpaths (tbc)
- d) Planters & Bins (Cllr. Ward)
- e) Tree Warden (Cllr. French)
- f) TDALC (Cllr. Talbot)
- g) District Council Report (Cllr's Talbot & White)
- h) Website (Cllr. Lockwood)
- i) Community Speed Watch (Cllr. Cooper)

21. Reports from Nominated Trusteeships / Representatives:

To receive reports from the following (if applicable):

- a) Almshouses (Cllr. White)
- b) Playing Field Charity (Cllr. Thomas)
- c) Point Clear Community Association (Cllr. Blockley)
- d) Village Hall (tbc)
- e) St Osyth Priory & Parish Trust (Cllr. Grantham)

22. Finance:

To approve cheques and payments, and receive balances as listed:

- a) Approval of cheques for April 2019 *encl*
- b) Balances
 - Current a/c: £159,487.36
 - Deposit: £52,831.33

23. Cemetery Committee:

To receive (in draft format) the Minutes of the Cemetery Committee Meeting of 3rd April 2019 *encl*

24. Meeting Dates for May 2019 to May 2020:

To receive and approve dates of Council / Committee Meetings for May 2019 to May 2020 *encl*

25. Attendance at Meetings:

To receive records of attendance at Council / Committee Meetings for April 2018 to March 2019 *encl*

26. Committee and Working Parties:

To receive a report from the Chairman

27. Information regarding Parish Councillors:

To receive a suggestion from the Chairman with regards to including information about and photographs of Councillors in the July edition of the Parish Magazine

28. Parish Council Vacancies:

To receive an update from the Clerk with regard to the Co-option of 2 Parish Councillors

29. General Power of Competence:

To agree that St Osyth Parish Council meets the eligibility criteria as set out in the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, in order to exercise the General Power of Competence:

- a) the Council must resolve at a meeting that it meets the criteria for eligibility
- b) at the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected
- c) at the time that the resolution is passed, the Clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration) and have passed the 2012 CiLCA (module 7) relating to the General Power of Competence.

30. Dispensation Under Section 33 (a) to (e) of the Localism Act 2011:

To consider the delegation of authority to the Clerk for the granting of Dispensation in respect of Disclosable Pecuniary Interests *encl*

31. Enforcement Notice - Breach of Condition: *(if applicable)*

32. Further Parish Matters: *(exchange of information only)*