



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 20th June 2019 at 7.25 pm

PRESENT: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. Alma Blockley
Cllr's David Cooper, Ray French, Mandy Kelly, John Lockwood,
Karen Sinclair, Michael Talbot, Michele Thomas, Julie Ward &
John White

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

MINUTES: Neil Williams

PUBLIC PRESENT: One

OM-19-043 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.

None were declared.

OM-19-044 CHANGE OF AGENDA ORDER:

The Chairman suggested that Martin Walsh, the Responsible Financial Officer (RFO), be permitted to address the Council first with regards to the Annual Governance & Accountability Return (AGAR) for 2018/2019/ All agreed.

OM-19-045 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN:

At the request of the Chairman the RFO gave an overview of the financial position of the Council as a result of the Independent Internal Audit on 22nd May 2019. The RFO informed the Council that the format of the Annual Return had changed slightly, in addition to which he would have to provide an explanation as to any variances of +/- 10%. The RFO continued that due to the Council having received a grant towards the appointment of the Community Warden, together with the bringing forward of a number of projects from Financial Year 2019/2020 to 2018/2019, there were a number of variances which he would have to bring to the attention of the External Auditor. The RFO concluded by informing the Council that despite certain projects being brought forward, which had resulted in a smaller than anticipated surplus, this too had been increased as a result of several out of area burials during March 2019.

a. **Internal Audit:**

The following documentation as directed by the Internal Auditor, on 22nd May 2019 was received:

- i) Internal Audit Report for 2018/19 - Noted
- ii) Scope of Internal Audit for Parish & Town Councils - Agreed
- iii) Audit Plan - Approved

- iv) **RESOLVED:** That the Council accept the Internal Audit Report for 2018/2019, agree the Scope of Internal Audit and approve the Audit Plan. The motion was proposed by Cllr. Ward and seconded by Cllr. Cooper. All agreed

- b. **End of Year Results:**
 Having been previously circulated, the Council agreed the end of year figures as inspected during the Independent Internal Audit of 22nd May 2019, in preparation for submission of the report to the Audit Commission:
 - i) Accounting statements & Annual Governance Statement
 - ii) Balance Sheet for Year Ending 31st March 2019
 - iii) Supporting Reserves Reconciliation as at 31st March 2019
 - iv) Trial Balance for Current Year
 - v) Bank Reconciliation Statement as at 31st March 2019
 - vi) Income & Expenditure Account for Year Ending 31st March 2019

 - vii) **RESOLVED:** That the Council accept and agree the End of Year results as listed. The motion was proposed by Cllr. White and seconded by Cllr. Thomas. All agreed.

- c. **Annual Governance & Accountability Return:**
 - i) **RESOLVED:** That the Council approve the Annual Governance Statement for 2018/2019, and that the Chairman and Clerk sign the relevant document. Both the Chairman and Clerk duly signed the Annual Governance Statement for the Year Ending 31st March 2019. The motion was proposed by Cllr. White and seconded by Cllr. Thomas. All agreed.

 - ii) **RESOLVED:** That the Council approve the Accounting Statements for 2018/2019, and that the Chairman and RFO sign the relevant document. Both the Chairman and RFO duly signed the Accounting Statements for the Year Ending 31st March 2019. The motion was proposed by Cllr. White and seconded by Cllr. Thomas. All agreed.

The Chairman requested that the appreciation of the Council be recorded for the efforts of the RFO in his preparation for the Independent Internal Audit.

OM-19-046 FINANCE:

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

- b. The following balances were noted and agreed:

Current a/c	£ 145,922.73
Deposit	£ 52,831.33

- c. Having been previously circulated, the draft Minutes of the Finance Committee meeting of 5th June 2019, were reviewed. The Chairman invited comments from the Council. None were forthcoming.

The RFO departed the meeting at 7.45 pm.

OM-19-047 PLANNING APPLICATIONS:

Prior to viewing the Planning Applications, members of the Council viewed the new office and Committee Room.

	APPLICATION & ADDRESS	PROPOSAL
a)	19/00711/TCA Mr Lloyd 63 Clacton Road, St Osyth	1 No. Spruce - reduce by 40% & 1 No. Fir - fell. Application determined prior to meeting of Parish Council.
b)	19/00755/FUL Mr & Mrs Clark 19 Seawick Road St Osyth	Variation of condition 3 of application 97/01000/FUL to allow extension of occupancy for holiday purposes at weekends only from 14th January to 1st March every year. Before being able to comment on this application, the Parish Council would request clarification as to why the weekend occupancy for holiday purposes was removed, as part of planning application 18/00656/FUL, given that such permission had been granted as part of planning application 97/01000/FUL.

OM-19-048 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 10th May 2019 to 7th June 2019.
- b. Correspondence from Tendring District Council regarding the Appeal Under Section 74, Town & Country Planning Act 1990, Enforcement Notice - Breach of Conditions in Point Clear Bay detailing the dates for the Public Inquiry.
- c. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/19/3226562 (TDC 18/01669/FUL), land at Heath Road, St Osyth.
- d. Correspondence from a resident of Point Clear Bay concerning Planning Application 19/00733/FUL, Boathouse opposite 8 Eastern Promenade (application since withdrawn).
- e. Email of 13th June 2019 from Bidwells regarding development in St Osyth. Following a discussion, it was agreed that the Clerk should notify Bidwells that the Council would prefer to wait for any application, rather than enter any form of direct consultation with any potential developers.

OM-19-049 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Annual General Meeting of the Council of 16th May 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. Sinclair and seconded by Cllr. Talbot. All agreed.

OM-19-050 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 16th May 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. Sinclair and seconded by Cllr. Talbot. All agreed.

OM-19-051 SUMMARY OF ACTION:

- a. OM-19-026 b. The Clerk informed the Council that he had contacted Hedingham Buses. Cllr. Kelly stated that the incorrect timetable had still not been replaced. The Clerk stated that he would again contact Hedingham Buses.
- b. OM-19-026 o. The Clerk informed Councillors that the Pride of Tendring Awards would be discussed during the meeting.
- c. OM-19-027 b. The Clerk informed the Council that he had drafted a letter to the Open Spaces Manager at Tendring District Council, which he would forward to the Chairman for any additional comments.
- d. OM-19-032 a i. The Clerk informed the Council that the fees in relation to the Cemetery had been as a result of an interment.
- e. OM-19-036. The Clerk reminded the Council that they would receive a report from the Chairman with regards to Committee membership during the meeting.
- f. OM-19-037. The Clerk informed the Council that the inclusion of Councillors contact details, Committee membership and responsibilities, in the Parish magazine, would be actioned once the Council had co-opted two new Councillors.
- g. OM-19-038. The Clerk informed the Council that the co-option notices had been displayed on the notice boards, posted on social media and included in the Parish magazine.
- h. OM-19-042 a. The Clerk informed the Council that having been informed of obscene graffiti by Cllr. Kelly at the Ordinary meeting of 16th May, he had the following morning removed the graffiti from the bus shelter.

OM-19-052 PUBLIC PARTICIPATION: None

OM-19-053 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from SSAFA, the Armed Forces Charity, formerly known as the Soldiers, Sailors, Airmen and Families Association, with regards to VE Day 75.

OM-19-054 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:** The Chairman reported that some of the blooms had been eaten by insects. The Chairman added that the plants were to be sprayed.

- b. **Highways Working Party:** The Chairman informed the Council that due to the relocation of the office, the notes of the meeting of 29th May 2019, would be received at the July meeting. The Chairman continued that Ben Cook, BMJC Consulting Ltd, would be meeting with David Gollop, Essex Highways Design Manager, to discuss the parameters for the Feasibility Study of the crossroads. The Chairman went on to state that the Working Party would be reviewing the repair of footways, as part of a County Council Members led scheme, and that the Parish Council would view the damaged footway, opposite the entrance to the development at West Field, during the Annual Parish Appraisal. Cllr. Thomas informed all present that the Priory Wall, at the corner of The Bury and Mill Street, had been hit again by a vehicle.

- c. **Martin's Farm Country Park:** The Chairman informed the Council that due to the relocation of the office, the notes of the meeting of 12th June 2019, would be received at the July meeting. The Chairman continued that the fence separating the Country Park from the land in the vicinity of the gravel works had been removed as part of a boundary change, and that following concerns that dogs might wander onto the site of the gravel works, the Parish Council had placed notices in the car park, to warn dog owners. The Chairman then informed the Council that due to the recent increase in dogs faeces being left on the park, the County Council had agreed to pay for the Community Warden to visit the park for an hour per week, in order to monitor the situation, and where necessary, to instruct people to clear up after their dogs, should they be observed not doing so. The Chairman continued that signs were to be erected informing dog walkers that if the situation was allowed to continue, consideration would be given to the introduction of a Bylaw, which would prevent dogs from being allowed off of the lead.

A conversation ensued during which the setting aside of an area for dogs was discussed. The Chairman reminded the Council of her approach to the Chairman of Copford Parish Council in 2018, regarding a compound set aside solely for the use of dogs, adding that she had not received a response. The Chairman concluded by reminding all present that Martin's Farm Country Park was for the enjoyment of all and was not exclusively for dog walkers.

- d. **Playground, Youth & Open Spaces Working Party:** Cllr. Ward informed the Council that a meeting was scheduled for the beginning of July.

OM-19-055 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for April 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.
 - iii) It was suggested by the Chairman that together with the Clerk, she meet with PC Willmott and PCSO Groves, to discuss crime statistics. Cllr. Kelly added that it would be beneficial to have a years' worth of statistics to hand.

- b. **Footpaths:** In the absence of a footpath's representative, the Chairman informed the Council that due to the recent weather conditions, the vegetation on a number of footpaths had become overgrown. The Chairman continued that details had been forwarded to the contractor responsible.

- c. **Planters & Litter Bins:**
 - i) The Clerk informed the Council of a recent request from ST Osyth Boatyard for the provision of two dog waste bins on footpaths 17 and 19, either side of the Creek. The Clerk informed the Council that he had informed the District Council of the request, and that he had also informed the originator of the request that the contractor responsible for the emptying of the bins would only empty bins if they were accessible by vehicle.
 - ii) Cllr. Ward informed the Council that the Chairman had approached the District Council requesting a new bin to replace one which was in poor condition. Having been informed that this was not possible, the Chairman had arranged for the bin to be painted at a cost of £25.00. By way of a PowerPoint presentation the Clerk was able to show Councillors the bin. Cllr. Ward continued that it would be cheaper for the Council to repaint bins, especially those in the Conservation Area, than to replace them. The Chairman requested that Councillors check any bins near to where they lived which were showing signs of wear.
 - iii) Cllr. Lockwood informed the Council that the bin near the junction of Point Clear Road and Greenland Grove was always full and was, in his opinion, both too small and too low to the ground. The Chairman requested that Cllr. Lockwood measure the bin, so that a comparison could be made to others of the same design, which she believed were all the same size.

- iv) Cllr. Blockley enquired whether it would be possible to have a dog bin in Alpha Road. The Chairman suggested that Cllr. Blockley liaise with the Clerk as to where a bin could be situated.

d. **Tree Warden:**

- i) The Chairman informed the Council that together with Cllr. French she would view a number of trees along Rochford Road.
- ii) Cllr. Thomas stated that a number of trees along Mill Street were in need of cutting back, as they were overhanging the pavement. The Chairman suggested that the trees be viewed during the Annual Parish Appraisal.

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

Cllr. Talbot gave the following report:

The TDALC AGM was held on 29th May. Robert Taylor was re-elected as our Chairman, but as I reported last month the TDALC secretary, for very many years, Janet Russell retired at the meeting and a new secretary was elected.

The meeting of the Essex Association of Local Councils (EALC) at Great Dunmow is not until 18th July.

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

Cllr. Talbot gave the following report:

After the elections were over on Friday 24th May, Terry Allen asked all members not yet committed, to form an administration with him as the Council Leader and Ivan Henderson as his deputy. The meeting was called for 7 pm but did not turn out with quite the positive approach to our District business that we had expected.

The AGM of the District Council was held on 28th May only the second working day after the re-election to our Ward seats of John White and Michael Talbot. We re-joined the Independent Group making a group of six members and at 8.45 am on the morning of the 28th May our Group had its first meeting. We were addressed by Neil Stock the Council Leader for the previous four years, who was accompanied by Paul Honeywood. Neil said he would like to continue the good working relationship the administration had with the Independent Group. He answered questions from our Group Leader Jayne Chapman (Cllr for Brightlingsea) and from other members. He said he was likely to be in charge again of the administration, but only with the casting vote of the Chairman and he did not think that was a satisfactory way to run business for four years.

When Neil left I suggested we join with his group and others to form a positive administration. We were only five of our six members present and Jayne said she would just report to other Leaders that our Group had made no decision one way or another, but in general terms we would be likely to support Neil Stocks Administration.

At the AGM itself the new Chairman, Daniel Land, was elected by the casting vote of the retiring Chairman. The vice Chairman was elected by the casting vote of the new Chairman, and whilst it was clear the Council Leader would be elected in the same way, we both thought the District would be better led by Neil Stock and voted for him. This as you may guess caused a few raised eyebrows and a very obvious split in our Independent Group. We have had another Group meeting since for the air to be cleared and to stress to each other that we are Independent, and each will do what he or she thinks is best for their electorate.

- g. **Website:** Cllr. Lockwood informed the Council that he continued to make changes to the website.
- h. **Community Speed Watch:** The Chairman informed the Council that Cllr's Cooper and French were assuming responsibility for the organisation of Community Speed Watch.
 - i) Cllr. Cooper informed the Council that a new rota had been drafted and that an advert requesting additional volunteers was to be included in the Parish magazine.
 - ii) Cllr. Cooper informed the Council that there were no statistics to report.
- i. **Essex County Council:** Having arrived at 8.25 pm, Cllr. Goggin gave an overview of the following:
 - i) That having attended a meeting of the Local Highways Panel on 13th June 2019, it had been ascertained that during 2018, Essex County Council had pledged an additional £100,000.00 to the Local Highways Panel, on the provision that TDC do likewise. It was subsequently established that not only had TDC not contributed towards the scheme, they had also failed to contribute £50,000.00 in 2017. Cllr. Goggin continued that as far as he understood, the scheme would continue pending confirmation of payment by the District Council. He subsequently requested that Cllr's Talbot and White take up the matter with the District Council.
 - ii) The Members led Footway Repair Programme, which would see a gang of three allocated to the five parishes for which Cllr. Goggin was the County Council representative, for a period of fifteen days. He continued that it would effectively mean that each Parish would have the gang for three days, during which they could be expected to repair approximately two double decker lengths of footways.

- iii) That following a conversation with a resident, he [Cllr. Goggin] had established that faded 'H bars' indicating dropped kerbs could be reinstated by the NEPP at a cost of £80.00, or new markings put down at a cost of £120.00. Neither option required permission from either the County or District Councils, with residents being able to apply directly to the NEPP.
- iv) Cllr. Goggin concluded by offering his apologies for the July meeting.

OM-19-056 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Nothing to report.
- b. **St Osyth Playing Field Charity:** Nothing to report.
- c. **Point Clear Community Association:** Nothing to report.
- d. **Village Hall Management Committee:** Cllr. Thomas informed the Council that as the new representative of the Council to the Village Hall Management Committee, she would be attending the quarterly meeting scheduled for 24th June 2019.
- e. **St Osyth Priory & Parish Trust:** The Chairman informed the Council that children from the reception class and from Year 5 would be visiting the Priory during the first week of July, and that whilst the reception aged children would partake in activities such as bug hunts, the Year 5 children would learn about the historical aspect of the Priory. The Chairman continued that a number of monks habits were being made and that the Year 5 children would learn about potions which would have been made by the monks. The Chairman concluded by informing the Council that a grant application had been submitted to the Essex Community Foundation for educational provision.

OM-19-057 APPROVAL OF STANDING ORDERS:

RESOLVED: It was proposed by Cllr. Thomas and seconded by Cllr. Ward, that Standing Orders, as reviewed and recommended by the Finance Committee on 5th June 2019 be approved. All agreed.

OM-19-058 APPROVAL OF FINANCIAL REGULATIONS:

RESOLVED: It was proposed by Cllr. Sinclair and seconded by Cllr. Kelly, that Financial Regulations, as reviewed and recommended by the Finance Committee on 5th June 2019 be approved. All agreed.

OM-19-059 APPROVAL OF FINANCIAL RISK ASSESSMENT:

RESOLVED: It was proposed by Cllr. Sinclair and seconded by Cllr. Ward, that Financial Risk Assessment, as reviewed and recommended by the Finance Committee on 5th June 2019 be approved. All agreed. The Chairman subsequently signed the Financial Risk Assessment.

OM-19-060 APPROVAL OF LEASE:

RESOLVED: It was proposed by Cllr. Thomas and seconded by Cllr. Ward, that the lease between the Village Hall Management Committee and St Osyth Parish Council, as reviewed and recommended by the Finance Committee on 5th June 2019 be approved. All agreed. The Chairman and Clerk subsequently signed the lease, which was witnessed by Cllr. Goggin.

OM-19-061 MEMBERSHIP OF COMMITTEES AND WORKING PARTIES:

RESOLVED: The list having been previously circulated, the Council agreed the membership of Committees and Working Parties, in addition to the appointment of Councillors to organisations and charities. The motion was proposed by Cllr. Kelly and seconded by Cllr. Ward. All agreed.

OM-19-062 ANNUAL PARISH APPRAISAL:

The Chairman reminded all present of the rationale for the Annual Parish Appraisal, scheduled for 25th June 2019. The Chairman informed the Council of the itinerary for the Appraisal, which would include:

- a. A visit to St Osyth Priory, to view the renovated West Wing of the Darcy House.
- b. Cowley Park, to view the pavilion and agree on the colour it is to be painted, in addition to receiving a report from the Clerk with regards to several maintenance issues.
- c. Alpha Road, to view the site of a proposed planning application.
- d. The Museum, to meet with Nigel Jeskins, St Osyth Historical Society and to view the transformation of the Museum, which the Chairman remarked was worthy of a better location.
- e. Priory Meadow, to view the site of the planned embankment slide.

OM-19-063 MEMORIAL APPLICATION:

- a. The Clerk informed the Council that he had received an amended application for the erection of a memorial, which due to its design had originally been refused by the Cemetery Committee and subsequently the Council.
- b. The Chairman suggested that the Cemetery Committee convene a meeting to review and consider the application. All agreed.

OM-19-064 MEETING DATES FOR MAY 2019 TO MAY 2020:

The Clerk informed the Council that there were two amendments to the list of meeting dates, agreed under minute reference OM-19-034 of 16th May 2019. The Clerk explained that the first date, 16th May 2020, was in fact a Saturday, therefore the amended date for the Council meeting was now Thursday 21st May 2020; whilst the second date to be amended was Thursday 17th October 2019, which due to the booking of the Annex, would mean that the Council meeting was now to be held on Wednesday 16th October 2019.

The Chairman requested that the Clerk liaise with the Booking Officer to request that no future bookings were taken for the third Thursday of each month, which had always been set aside for the Parish Council.

Due to the change of date for the October meeting, Cllr's Talbot and White, in addition to Cllr. Goggin stated that they would be unable to attend due to District and County Council commitments respectively.

OM-19-065 ST JOHN'S ROAD:

The Chairman informed the Council that following the inclusion of St John's Road within the Parish, she had received a complaint from a resident concerning the constant use of a layby for parking, with one vehicle in particular having not moved for a number of months. The Chairman continued that having spoken to the Clerk, who in turn had contacted Essex Police, it had been established that they were unable to deal with the vehicle, as the layby was the responsibility of the County Council. The Chairman added that a second layby, some 100m further along the road had a number of parking restriction signs.

The Chairman stated that having contacted Essex County Council, she had been informed that a Traffic Regulation Order (TRO) was in place on the layby where the vehicle was parked and that the North Essex Parking Partnership (NEPP) could erect parking restriction signs. The Chairman added that the Clerk had subsequently requested that the NEPP erect signs in the layby, and that whilst new signs had been erected, they had been placed in the layby with existing signs. The Chairman concluded by stating that the Clerk was liaising with the NEPP in order to ensure that the signs were placed in the unsigned layby as soon as possible.

OM-19-066 PARISH COUNCIL VACANCIES:

The Clerk informed the Council that a total of eight applications had been received for the two vacancies to be filled by co-option. The Chairman suggested that as it would require at least two days on which to hold interviews with the applicants, the dates be discussed at the July meeting. All agreed.

OM-19-067 PRIDE OF TENDRING AWARDS:

At the request of the Chairman, Cllr. Talbot gave an overview of the Pride of Tendring Awards, adding that Cllr. Goggin had been responsible for its introduction, whilst Chairman of the District Council.

- a. Cllr. Goggin informed the Council that the awards had been started as a way of recognising residents who gave so freely to their communities, adding that whilst Councillors could be considered as being the bricks in a wall, the residents and communities were the cement.
- b. The Chairman enquired as to whether members of the Parish Council could approach either Cllr's Talbot or White, with a view to nominating residents for the awards. Cllr. White stated that this was perfectly acceptable, before giving a brief overview of residents of the Parish who had previously received a Pride of Tendring Award.

OM-19-068 PARISH OFFICE:

The Council having already viewed the office and Committee Room, the Clerk gave an overview of expenditure relating to the relocation of the office, which due to requirement for a new lock for the former snooker room, now the Council Office, and a carpet for the Committee Room, was slightly over budget, at £7,770.00, the original budget being £7,500.00.

The Chairman thanked the Clerk for his time, including weekends, and effort in ensuring that the office was up and running as soon as possible.

OM-19-069 APPEAL AGAINST ENFORCEMENT NOTICE – POINT CLEAR BAY:

At the request of the Chairman, Cllr. Kelly gave an overview of the Public Inquiry to date, adding that due to being cross examined, she [Cllr. Kelly] had found it necessary to read the National Planning Policy Framework (NPPF) in preparation.

- a. Cllr. Kelly, at the request of the Chairman, gave her opinion as to a possible solution to the varied planning permissions within Point Clear Bay, which would to remove the conditions completely or permit occupancy in name only, although he latter could present the same problems in future years.
- b. The Chairman stated that there was no denial as to the fact that the area could be affected by flooding, however, given the advance if communications and weather / tidal forecasts, action could be taken to prevent the loss of life.
- c. Cllr. Kelly informed the Council that the Inspector had requested that she [Cllr. Kelly] produce her Closing Submission. Following a conversation and suggestions as to what should be included, on behalf of the Parish Council, the Chairman and Cllr. Talbot thanked Cllr. Kelly for her effort in representing the residents of Point Clear Bay. The Chairman also thanked those members of the Council who had attended the Public Inquiry.

OM-19-070 FURTHER MATTERS:

- a. Cllr. French informed the Council of a recent incident whereby his car had been accidentally damaged by the children of a village resident. He continued that having liaised with the parents, the damage had been repaired within a week and that the children, who having caused the damage had notified the Clerk, were a credit to their parents.

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 20th June 2019**

OM-19-048 c	Planning Appeal	Clk to write to PINs
OM-19-048 e	Potential Development	Clk to write to Bidwell's
OM-19-055 c	Condition, size & location of Bins	Cllr's to check / Inform Clk
OM-19-055 d	Tree Maintenance	Chairman & Cllr. French to review
OM-19-055 i i	Lack of TDC Financial Contribution to LHP	Cllr's Talbot & White to raise with TDC
OM-19-063	Amended Memorial Application	Cemetery Committee to review
OM-19-063	Parish Council Meeting Dates	Clk to liase with Booking Officer
OM-19-065	Parking Restriction Signs	Clk to liase with NEPP

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