



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held in the Village Hall, St Osyth on Thursday 21st November 2019 at 7.00 pm

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

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.40 pm)

APOLOGIES: Cllr. John White (Holiday)

MINUTES: Neil Williams

PUBLIC PRESENT: Three

OM-19-154 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 19/01612/FUL.

OM-19-155 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 11th October to 8th November 2019.
- b. Correspondence from TDC regarding St Osyth Creek.
 - i) The Council discussed the siting of the crane on the south bank, in addition to what was believed to be an increasing number of vessels being moored in the Creek.
 - ii) The Clerk informed the Council that none of the agencies which had a responsibility towards the protection of the Creek, be it environmental or in appearance, and which had been contacted in recent years, were prepared to take the lead. The Clerk added that the agencies concerned were:
 - a) Tendring District Council;
 - b) Essex County Council;
 - c) Natural England; and
 - d) the Environment Agency.

- iii) A discussion ensued as to the disposal of human waste into the Creek, which many of the Councillors agreed was likely to be as a result of 'bucket & chuck it' as opposed to those on the vessels making use of the toilet facilities in the boatyard, especially during the hours of darkness.
- iv) Cllr. Talbot commented that as a result of the planning application for a formal entrance to the south bank (16/01733/FUL refers), the owners of the boatyard had placed a further two jetties along the south bank.

OM-19-156 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	19/01506/FUL Earlwood Limited 98 Point Clear Road, St Osyth	Proposed demolition of existing bungalow, and erection of 2 No. two storey dwellings. Whilst the Parish Council has no objections in respect of the housing, there are serious concerns as to the proposed addition of another driveway exiting onto Point Clear Road. Furthermore, there are already concerns as to the narrowness of the footway, which is deemed to be dangerous for pedestrians. The addition of a further entrance/exit will only exacerbate the situation further.
b.	19/01523/FUL & 19/01524/LBC Mr R.A, T.R, D.R, A.I Sargeant St Osyth Priory The Bury St Osyth	Proposed conversion of the drying shed to a one-bed holiday let. Following a discussion as to the merits of the application, for which the consensus was that proposal would bring an otherwise unused building back into use, Councillors voted on the application. The Council voted in favour of the application, by a margin of 7 in favour and 4 abstaining.
c.	19/01540/FUL Hutleys Caravan Park Beach Road St Osyth	Variation of Condition 1 of application VAN/TEN/3/61 & condition 3 of application NE/TEN/527/65 to extend the occupancy of Hutleys Caravan park at the end of the season by one additional week to allow the caravan site to be fully utilised during the October half term break. Variation to read the caravans shall be occupied during the period 1st March to 7th November each year but may be used for household storage during the winter months. No objections.
d.	19/01544/FUL Mr B Garrity 29 Eastern Promenade St Osyth	Proposed first floor extension and solar panels. No objections.

e.	<p>19/01612/FUL Mr C Teare (Agent) Goodlife Inn Beach Road St Osyth</p>	<p>Proposed caravan park for holiday use only.</p> <p>The Parish Council strongly objects to this application for the following reasons:</p> <ol style="list-style-type: none"> a. Given the number of existing 'safeguarded' holiday parks to the south of the proposed site, there is no justification for another caravan park between the existing sites at St Osyth Beach and the village itself. <p>It is especially worthy of note that the District Council refused a similar application for 28 units (16/01770/OUT refers, later approved on appeal), some 530m east of the site, on the basis that it failed to comply with Policy PP11 of the Tendring District Local Plan 2013-2033 & Beyond Publication Draft, hereafter referred to as the Draft Plan.</p> <ol style="list-style-type: none"> b. There are already concerns as to the intensification of traffic passing through the centre of St Osyth, which is currently the subject of a Feasibility Study in respect of driver and pedestrian safety. The proposed 48 units would see another considerable increase in traffic passing through the centre of the village and along Beach Road. This is of enormous concern given that the existing holiday parks now offer 50-week occupancy, in addition to there being an increased permanent occupation of properties on the Bel Air Chalet Estate, both of which have resulted in vehicle movements almost 24 hours per day c. Notwithstanding paragraph 6.7.5 of the Draft Plan, the Parish Council has serious concerns that the proposed development, located within the Coastal Protection Belt, as defined in Policy PPL2 of the Draft Plan, will become a residential site or be utilised by the District Council to meet the growing need for DSS housing in the area. Recent history indicates that this is indeed likely to happen, given the number of Appeals which have been upheld by the Planning Inspectorate, where the District Council has refused respective applications.
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		<p>d. Paragraph 7.3.3 of the Draft Plan states that:</p> <p><i>'Tendring District's countryside is one of its main assets and maintaining an attractive rural environment is important to the quality of life experienced by both residents and visitors.'</i></p> <p>Given the number of approved planning applications pertaining to the Parish, development of which are either in progress or have yet to be started, the Parish Council would argue that compliance with paragraph 7.3.3 above is paramount.</p> <p>If permitted, this application is likely to set a further precedent for similar developments elsewhere in the Parish.</p>
f.	<p>19/01669/FUL Mr & Mrs Firmin 13 Beacon Heights St Osyth</p>	<p>Proposed single storey rear extension (following partial demolition of extensions).</p> <p>No objections.</p>
g.	<p>19/01717/FUL Mr & Mrs Richardson 3 Kenilworth Cottages Rectory Road St Osyth</p>	<p>New detached dwelling and double garage.</p> <p>The Parish note that whilst the proposed dwelling is in a different location on the plot than that previously submitted under planning application 18/00424/FUL, all other objections to the previous application, submitted on 24th April 2018, remain extant.</p> <p>The Parish Council objects to the current application on the basis that the proposed development is again considered as being backland development, in that it is contrary to paragraphs 5.8.4 and 5.8.5 respectively, which state:</p> <p><i>5.8.4 There must also be proper means of access to backland development, which is safe and convenient for both drivers and pedestrians, with a turning area where necessary to avoid the need for vehicles to reverse onto a public highway. A proposed access should avoid excessive disturbance or loss of privacy to neighbouring residents through, for example, an access drive passing unreasonably close to an adjoining dwelling.</i></p>

The likely frequency of use by vehicular traffic and the suitability of the access for service vehicles and the emergency services will also be relevant material considerations; and

5.8.5 "Tandem" development consists of a dwelling or dwellings immediately behind an existing residential frontage which are served by a shared access. It is generally unsatisfactory because of the difficulties of access to the dwelling at the rear and the disturbance and lack of privacy suffered by the residents of the dwelling in front.

Furthermore, Policy LP 8 of the draft District Local Plan 2013-2033 & Beyond, paragraphs b - f state:

- b. a safe and convenient means of vehicular and pedestrian access/egress must be provided that does not cause undue disturbance or loss of privacy to neighbouring residents or visual detriment to the street scene. Long or narrow driveways will not be permitted;
- c. the proposal must avoid "tandem" development using a shared access;
- d. the site must not comprise an awkwardly shaped or fragmented parcel of land likely to be difficult to develop in isolation or involve development which could prejudice a more appropriate comprehensive development solution;
- e. the site must not be on the edge of defined settlements where likely to produce a hard urban edge or other form of development out of character in its particular setting; and
- f. the proposal must not be out of character with the area or set a harmful precedent for other similar forms of development.

It is worthy of note that that site is some distance from the nearest Settlement Development Boundary as defined in the emerging Local Plan Publication Draft 2017.

h.	19/01614/AGRIC Mr R.A, T.R, D.R, A.I Sargeant St Osyth Priory The Bury, St Osyth	Installation of an agricultural track. <i>Noted. For information only.</i>
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OM-19-157 COMMUNITY ENGAGEMENT (PLANNING APPLICATION):

Having arrived at 7.25 pm, Sam Metson and Harriet Wooler, of Bidwells, addressed the Council on the possibility of a housing development on land to the east of Rochford Road, during which the following was noted:

- a. That the developer being represented by Bidwells, Bennett Homes, a family run business from Bury St Edmunds, were keen to both develop the land and to engage with the community. Sam Metson explained that a Public Engagement Event had been held on Thursday 7th November, which had been attended by a number of residents. He continued that Bidwells were now at the stage of putting together plans for an Outline planning application for submission to the District Council.
- b. That whilst it was appreciated that the application would not be well received by residents, and that the land, which was not included within the Local Plan, on which the covenant was due to expire in 2020, offered an ideal location, close to the centre of the village, which would be well screened.
- c. That the proposed development, which would go some way to addressing the housing deficit in the District, had been discussed as part of a pre-application with the District Council. Sam Metson continued that Bidwells had also discussed the proposed development with the Headteacher of the Primary School, the North East Essex Clinical Commissioning Group (NEECCG) and Essex Highways, the latter having no issue with increased vehicle movement from and onto Clacton Road.
- d. The design of the development was explained, during which time it was stated that of the proposed 100 dwellings, 30% would be affordable, intended for first time buyers, young families, and the elderly. The development, which would have both formal and informal open spaces, would, if the Parish Council was in agreement, link in with the land owned by the Council to the south of the development.
- e. A number of factors, such as access for the Emergency Services, school buses, pedestrians and cyclists were highlighted.
- f. Having received the presentation from Sam Metson and Harriet Wooler, the Chairman stated that whilst Councillors could clarify matters represented to them, she was not comfortable with the Parish Council discussing the development until such time as a formal application was received. All agreed.
- g. Councillors requested clarification on a number of matters, which included:

- i) The maintenance of any public open space once the development was complete. It was suggested by Sam Metson that this could be taken up by either the Parish Council and a property management company.
- ii) That the development would put further strain on the already struggling medical and educational provision within the village. Sam Metson confirmed that Bidwells were engaged in dialogue with the Primary School and the NEECCG, with suggestions such as building extensions, reworking of building interiors or additional staff being discussed.
- iii) That the lack of a footway between the village and St John's Road was already a concern to the Parish Council. Sam Metson agreed that the possibility of a footway along Clacton Road, could be considered further.

Sam Metson and Harriet Wooler departed the meeting at 8.00 pm.

OM-19-158 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting of the Council of 16th October 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. Quy and seconded by Cllr. Blockley. All agreed.

OM-19-159 SUMMARY OF ACTION:

- a. OM-19-134 b iii. The Clerk informed the Council that the Chairman had requested Cllr's Cooper and French measure the distance between the development in progress along St John's Road and the play area at Bockings Elm. Cllr. French informed the Council that he had yet to obtain the measurement, but that he would do so.
- b. OM-19-141 d. The Clerk informed the Council that the Responsible Financial Officer (RFO) had actioned the transfer of reserves.
- c. OM-19-142 b i & ii. The Clerk informed the Council that the Cemetery Committee had agreed that letters to the owners of plots, on which unauthorised items had been placed, were to be sent in early 2020, so as to avoid any distress. The Clerk confirmed that he was to write to Funeral Directors and Stonemasons concerning the regulation of Memorials as soon as his workload permitted.
- d. OM-19-144 a ix. The Clerk informed the Council that the pest control in the Cemetery was scheduled to take place in December, and that having discussed the contractors request to work over a weekend with the Chairman, the latter had agreed the request providing notices were put up in good time to warn visitors to the Cemetery.
- e. OM-19-145 a vi. The Clerk informed the Council that the visit to Stone Point would be included in the 2020 Annual Parish Appraisal.

- f. OM-19-145 d iii. Cllr. Catt informed the Council that the provision of dog waste bags was in hand.
- g. OM-19-145 i iii. The previous Community Speed Watch training having been cancelled, the Chairman requested that Cllr's Cooper or French liaise with Essex County Fire & Rescue Service (ECF&RS) as to the date of future training, as the St Osyth group had two volunteers who were still to receive training.
- h. OM-19-146 b ii. The Clerk informed the Council that the matter of the pavilion decking would be discussed during the course of the meeting.
- i. OM-19-147 b. The Clerk informed the Council that the Chairman had discussed the Community Safety Accreditation Scheme (CSAS) application form in respect of the Community Warden with Jenny Brouard, Citizens in Policing Manager, Essex Police Local Policing Support Unit, who had confirmed that the form was a generic document used for all Essex Police applications, including CSAS. The Clerk added that the Community Warden only had to complete certain sections of the form.
- j. OM-19-148 c. The Clerk informed the Council that he had written to the District Council highlighting the concerns of the Parish Council in respect of the TDC Corporate Plan.
- k. OM-19-153 a. The Clerk informed the Council that he had reported the blocked drains at the roundabout entrance to Point Clear Bay. The Clerk reminded Councillors that repeatedly reporting a defect or fault did not raise its priority for repair.
- l. The Chairman informed the Council that the recent letter to residents of St Clairs Road had seen an improvement in the way in which vehicles were being parked; however, there was still an issue in the evenings, when trade vehicles were parking across the pavements. The Chairman suggested that the matter be discussed with Cllr's Sinclair and Ward.

OM-19-160 PUBLIC PARTICIPATION: None

OM-19-161 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from a resident regarding the Council's stance in respect of Planning Applications 18/00958/OUT and 19/00610/FUL. The Clerk was requested to reply to the resident on behalf of the Council.
- b. Correspondence from Alresford Parish Council regarding Alresford Parish Neighbourhood Plan 2019 Pre-submission Consultation (Regulation 14).
- c. Correspondence from Power for People regarding the Local Electricity Bill.
- d. Correspondence from ECF&RS regarding future priorities.
- e. Correspondence from a resident regarding the condition and appearance of properties in Point Clear Bay.

- i) A conversation ensued, during which Cllr. Kelly informed the Council, that Rob Turner, the former manager of the Orchards Holiday Park, had prior to his departure been keen to improve the appearance of Point Clear Bay; even going so far as to discuss the removal of large or bulky items, such as fridges at no cost to the residents.
 - ii) Cllr. Talbot informed the Council that he had previously had a number of conversations with the resident, who had been advised that neither the Parish nor the District Councils had any power to deal with untidy properties. He continued that the District Council could deal with matters likely to affect public health, but only if the presence of pests or vermin, such as rats was proven.
 - iii) The Chairman commented that whilst the Council had every sympathy with the resident, there was little that could be done.
 - iv) Cllr. Ward suggested that Cllr. Kelly invite the resident to the next meeting of the Steering Group.
- f. Correspondence from TDC regarding Councillors Code of Conduct Training, scheduled for in February 2020.
 - g. Correspondence from St Osyth News thanking the Parish Council for the Annual Parish Grant payment.

OM-19-162 FINANCE:

- a. Approval of payments for October 2019, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:

Current a/c	£ 149,826.00
Deposit	£ 53,056.68
- i) Cllr. Kelly enquired as to what the funds, by way of the capitation grant, given to the Point Clear Community Association (PCCA) were spent on. The Chairman stated that the money went towards the running and upkeep of Dumont Hall.

OM-19-163 REPORTS FROM COMMITTEES:

- a. **Finance Committee:**
 - i) The Minutes of the meeting of 18th September 2019 having been previously circulated, the Chairman invited comments or questions from those present. None were forthcoming.
 - ii) The Clerk informed the Council that the Minutes of the meeting of 13th November 2019 would be received at the December meeting of the Council.

OM-19-164 ADOPTION OF FINANCIAL REGULATIONS:

The Clerk informed the Council of changes to Financial Regulations, revised by the National Association of Local Councils (NALC) in July 2019. He continued that the Model Financial Regulations, which were recommended for adoption by the Finance Committee, contained changes to legislation, in addition to some minor alterations.

RESOLVED: That NALC Model Financial Regulations, as reviewed by Finance Committee on 18th September 2019, be adopted by St Osyth Parish Council. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Kelly. All agreed.

OM-19-165 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** Cllr. Blockley informed the Council that daffodil bulbs were still to be planted in the verges at the junction of Clacton Road and Rochford Road.
- b. **Highways Working Party:**
 - i) The notes of the meeting of 30th October 2019 having been previously circulated, the Chairman invited comments or questions from those present. None were forthcoming.
 - ii) The Chairman informed the Council that she had earlier that day received four copies of the Feasibility Study in respect of the crossroads, completed by Ben Cook, BMJC Consulting Ltd. The Chairman continued that she was expecting a pdf version of the document, which once to hand would be emailed to all Councillors and which would be an agenda item for the December meeting.
 - iii) The Chairman informed the Council of road repairs to the Bury and the vicinity of the crossroads planned for 2020. The Chairman continued that she had discussed the matter with both Darren Cardy, Essex Highways and Ben Cook, as any repairs to the carriageway could have an impact on proposed improvements to the safety of the crossroads.
 - iv) The Clerk reminded Councillors of the recent Member-Led Repair Programme, during which time he [the Clerk] gave a breakdown of costs, for the entire programme and separately for St Osyth, that figure being £4,400.00 for three days, or £1,466.00 per day. The Chairman stated that it had been a worthwhile initiative and that the 'patched' repairs looked good.
- c. **Martin's Farm Country Park:** The Chairman informed the Council that a meeting had taken place on 20th November 2019, the notes of which would be received at the December meeting.
 - i) The Chairman informed the Council of a recent incident at Martin's Farm Country Park, during which a small dog had been attacked by three other dogs, whose owner, walked with the aid of a frame. The Chairman continued that the matter was being dealt with by Essex Police.

- d. **Playground, Youth & Open Spaces Working Party:** Cllr. Ward informed the Council that the installation of the embankment slide at Priory Meadow was due to commence on 25th November 2019. For the benefit of the Council, the Clerk, by way of a PowerPoint presentation, showed Councillors an example of how the embankment slide tower unit would look.

OM-19-166 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for September 2019.
- i) Cllr. Kelly informed the Council of offences in Point Clear and Point Clear Bay by location and where practicable the status of the investigation.
 - ii) Cllr. Cooper informed the Council of offences in St Osyth and St Osyth Beach by location and where practicable the status of the investigation.
 - iii) The Clerk then gave an overview of reported crimes for the months of July to September 2019.
- b. **Footpaths:** The Chairman informed the Committee that she had met with Cllr. Quy to discuss the latter's responsibilities for footpaths.
- i) Cllr. Quy informed the Council that she had been looking at Ordnance Survey maps, with a view to producing a map displaying street names. The Chairman enquired as to whether it would be possible to have a draft of the map for the January 2020 meeting. Cllr. Quy responded by stating that she hoped to have it ready for the December 2019 meeting, however, there could be no guarantee.
- c. **Benches & Litter Bins:** The Chairman informed the Committee that she had met with Cllr. Catt to discuss the latter's responsibilities for benches and litter bins.
- i) Cllr. Catt informed the Council that he was familiarising himself with the location of all items and subsequently requested an up to date list of the locations of all benches and litter bins from the Clerk.
 - ii) Cllr. Catt reported that one bench along the boundary of Cowley Park and Mill Street was in need of repair, as a number of the slats were rotten. The Chairman suggested that Cllr. Catt meet with the Community Warden, in order to establish whether the bench could be repaired or would potentially need replacing.
- d. **Planters:** Nothing to report
- e. **Tree Warden:** Nothing to report.

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

Cllr. Talbot gave the following report:

The Tendring District Association of Local Councils does not meet until next Wednesday, the 27th November.

The Essex Association of Local Councils (EALC) met today for its Annual General Meeting (AGM). The meeting was preceded by a special report on the retirement of Joy Darby next March. The CEO position had been advertised and three candidates had applied for the job. The Personnel Committee had been charged with the appointment and had chosen our present Finance Officer, Charlene Slade, who is an excellent officer and I am sure will do an excellent job.

We then dealt with the elective posts and Committee places. Cllr. Peter Davey was re-elected as the Essex Association Chairman. This will be his last year, as the constitution only permits a person to stand as Chairman for four years. There were elections for a number of posts, but it is of note that Linda Belgrove from Alresford, and my companion from Tendring, was elected to all the positions she stood for. For the first time we were presented with a worksheet prepared by each officer to show the work that goes on in the office. One thing which stood out was the many hundreds of e-mails sent to officers, of which 68% were answered the same day; 22% within two days; 7% within 3 to 5 days and 3% over 6 days. I think that is a very good response.

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

Cllr. Talbot gave the following report:

There is nothing much to report from the District Council as most meetings have either been cancelled or deferred to a date after the General Election on 12th December.

All services are ticking over, but any policy decisions or consideration of new policies are deferred, one of the reasons is that no Councillor or officer can put forward any item that MIGHT be construed as supporting a particular party.

h. **Website:** Cllr. Lockwood informed the Council that he continued to make modifications to the website, including the updated list of Committee and Working Party membership.

i. **Community Speed Watch:**

i) At the request of the Chairman, Cllr. Cooper gave a breakdown of the statistics:

Between 14th October 2019 and 18th November 2019, there were 23 occurrences of drivers speeding in the village, with an average speed of 37.6 mph.

1. Clacton Road:
23 recordings with an average speed of 37.6 mph

Total for St Osyth: 28 recordings (average speed of 37.6 mph)

The highest recorded speed was 45 mph.

5 Vehicles were observed travelling in excess of 40 mph.

- j. **Essex County Council:** Having arrived at 8.40 pm, Cllr. Goggin gave an overview of the following:
 - i) That former District and County Councillor, Tom Dale, had sadly passed away.
 - ii) That following comments from members of the Council that the Member-Led Repair Programme was little more than a publicity stunt, he had reviewed the expenditure to date, which amounted to £390,000.00 of £415,000.00, with some £234,000.00 having been spent in the past month. Cllr. Goggin continued that there was a possibility that there could be a second round of funding.
 - iii) That the Local Highways Panel (LHP) meeting scheduled for 12th December 2019, had, due to the General Election having been called for that same day, been rescheduled for 6th January 2020.
 - iv) That he had recently attended a meeting with the Police, Fire & Crime Commissioner for Essex (P,F&CCfE), during which one point of discussion had been the general perception of a lack of 'bobbies on the beat'. It had subsequently been explained to those in attendance that this was an inefficient way to conduct modern policing, as the response time to an incident could be greatly increased if the officers had to respond on foot. It had also been reported that there were to be an additional 500 officers by 2021.
 - v) That a consultation was ongoing in respect of the Colchester Park & Ride, which would entitle those with a bus pass to be charged £1.50 for the use of the car park, but in return they would be able to use the Park & Ride before the current time of 9 am.

OM-19-167 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Cllr. Sinclair gave the following report on the meeting of 29th October 2019:

Two quotes have been received for extensive repairs to the roofs at Clacton Road. The quotes are in the region of £40,000.00 Work is essential.

Tenants in Clacton Road have been encouraged to have key safes fitted.

2020 will see the 900th Anniversary of Almshouses and several events are planned. There will be a church service for St Udoe on 6th March 2020 and a weekend, 18th/19th July 2020, where various charities and other organisations will be invited. I will give the Council more information as to the various events as I find them out.

- b. **St Osyth Playing Field Charity:** Cllr. Thomas informed the Council that the Clerk was obtaining quotations for the complete removal of the decking, as agreed by Councillors in their capacity as Trustees of the Playing Field Charity.
- c. **Point Clear Community Association:** Cllr. Blockley reported that the number of meetings held per year was to be reduced from six to four.
- d. **Village Hall Management Committee:** Cllr. Thomas reported that the next meeting of the Village Hall Management Committee (VHMC) was scheduled for January 2020.
- e. **St Osyth Priory & Parish Trust:** The Chairman reported that three Heritage Lottery Fund (HLF) Engagement Officers had visited the Priory on 4th November 2019, to discuss the opening of the Priory and the Parkland for educational visits. The Chairman added that the Trust had subsequently been invited to submit an application for £100,000.00.

OM-19-168 PREPARATION OF MANAGEMENT PLAN:

The draft Management Plan for 2020/2021 having been previously circulated, the Chairman reminded Councillors that they would have to formally approve the plan, so as to allow the Finance Committee to review costs in preparation for the setting of the budget for 2020/2021 and beyond. The Chairman subsequently led the Council through a review of the document.

- a. **Allotments:**
The Management Plan for the allotments was noted.
- b. **Benches & Seats:**
The Management Plan for benches and seats was noted. The Chairman added that the grassed area at Brookvale had been cleared by the District Council.
- c. **Bus Shelters & Phone Box:**
The Management Plan for bus shelters and the telephone box was noted.
- d. **Cemetery:**
The Management Plan for the Cemetery was noted. Cllr. Thomas informed the Council that the Cemetery Committee was due to meet on 9th December, at which time they would review the plan in respect of the Cemetery.
- e. **Highways:**
The Management Plan for highways was noted.

- f. **Litter Bins & Planters:**
The Management Plan for litter bins and planters was noted. The Chairman informed the Council that there were to be new planters installed on the Bury, either side of the village sign.
- g. **Martin's Farm Country Park:**
The Management Plan for Martin's Farm Country Park was noted.
- h. **Play Areas:**
The Management Plan for play areas was noted.
- i. **Tree Planting, Vegetation & Wildflower Areas:**
The Management Plan for tree planting, vegetation and wildflower areas was noted.
- j. **Public Footpaths:**
The Management Plan for public footpaths was noted.
- k. **War Memorial:**
The Management Plan for the War Memorial was noted. The Chairman remarked that the War Memorial looked good.
- l. **Willow Plantation:**
The Management Plan for the Willow Plantation was noted. The Chairman informed the Council that the suggested use of the plantation as a nature walk in connection with a possible housing development would have to be discussed in detail by the Council.
- m. **Additional Items:**
The Additional Items for inclusion in the budget for 2020/2021 were noted. The Chairman informed the Council that the purchase of a table for the Committee Room would, if possible, be brought into the current financial year's expenditure.
- n. **Business Objectives:**
The Business Objectives for 2020/2021 were noted.
- o. **Cowley Park:**
The Management Plan for Cowley Park was noted. Cllr. Thomas noted a duplication of the inclusion of adult gym equipment, which had also been included as part of the play area specific plan.

The Chairman thanked all Councillors who had contributed towards the Management Plan, before informing the Council that there was a possibility that some projects included within the Management Plan might have to be funded by way of reserves. The Chairman concluded that the costings in respect of the Management Plan would be reviewed in conjunction with the draft budget at the Finance Committee meeting in December, after which there would be a more accurate indication as to the use of the Councils reserves.

RESOLVED: That having been discussed, the Council approve the Management Plan, in principle, for 2020/2021 and beyond. This was proposed by Cllr. Lockwood and seconded by Cllr. Ward. All agreed.

OM-19-169 HIGHWAYS DEVOLUTION: The Clerk informed the Council that the Community Warden had obtained a revised quotation from Kendall Facility Management Limited (KFML) for the cost of repairs not only to the footway outside of 6-8 Darcy Road, but for a further five sections of the footway.

The Clerk informed the Council that whilst the cost of the repairs (£3,267.00) was approximately £353.00 over the funding received from Essex Highways (£2,913.14), by way of the Devolution grant, the Highways Working Party (HWP) considered it to be a justifiable expense.

RESOLVED: That St Osyth Parish Council contribute the sum of £353.00 towards the cost of repairs to the footways along Darcy Road. The motion was proposed by Cllr. French and seconded by Cllr. Kelly. All agreed.

OM-19-170 DUMONT AVENUE PLAY AREA:

The Chairman reminded the Council of the survey in 2018, the aim of which had been to ascertain the extent of use of the play area. Being that less than ten replies had been received, the Playground, Youth and Open Spaces (PYOS) Working Party had deemed the play area to be underused.

- a. The Chairman informed the Council of the recent increase in residents using the play area to exercise their dogs or allow their dogs to foul within the confines of the play area, which the Chairman stressed was for use by young children. The Chairman continued that despite several new signs informing those using the play area that dogs were not permitted, there continued to be a number of residents who were choosing to ignore the notices.
- b. The Chairman continued that members of the PYOS Working Party had expressed concern as to how the play area was maintained, especially given the poor condition of the safety surfacing. The Chairman continued that given the cost of repairing the safety surfacing, it would be difficult to justify the expense when measured against the actual use, and that the Working Party had concerns as to cost involved.
- c. The Chairman informed the Council that in 2006, Cllr. White, had in his capacity as the Chairman of the Parish Council, stated that if the play area become a haven for anti-social behaviour, the Council would consider the closure of the play area.
- d. Cllr. Ward stated that the safety of those using the play area for its intended purpose was paramount. Cllr. Quy responded that the play area had been quiet of late.
- e. At the request of the Chairman, Cllr. Talbot gave an overview of both the history of the play area and the problems encountered by neighbouring residents since its opening in 1998. He continued that the play area could not be managed by relying on people to observe the dog notices.

- f. The Chairman went on to state that consideration was to be given to replacing the existing safety surfacing with bark chippings, in addition to the installation of a 'gate counter' in order to ascertain the use of the play area.
- g. The Chairman commented that it would be very emotive were the Council to have to consider the closure of the play area. Cllr. Catt suggested that the use of the play area could be made seasonal, with the area being closed during the winter.
- h. It was agreed that Dumont Avenue play area should be an agenda item for the December meeting.

OM-19-171 HAPPY TO CHAT BENCH:

The Chairman informed the Council of a recent conversation with a resident, during which the idea of a 'happy to chat' bench had been discussed. Having showed Councillors examples of the signs used to encourage people to sit and chat, the Chairman suggested that it be discussed further at the December meeting. All agreed.

OM-19-172 FURTHER MATTERS:

- a. The Chairman informed the Council that a photograph was required for this year's Christmas Card, and that any suggestions would be appreciated.
- b. Cllr. Kelly informed the Council that on Monday 7th and Tuesday 8th October, Essex County Fire & Rescue Service (ECF&RS) had visited properties in Point Clear to install free smoke alarms. Cllr. Kelly continued that it would be sensible to include an article in the February edition of the Parish magazine, for the benefit of St Osyth residents.

There being no further business the meeting was closed at 9.55 pm.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting
held on Thursday 21st November 2019**

OM-19-159 a	Distance by Road to Bockings Elm Play Area	Cllr. French to action
OM-19-159 d	Pest Control	Notices to be erected
OM-19-159 l	Parking along St Clairs Road	Cllr's Grantham, Sinclair & Ward to discuss
OM-19-161 a	Correspondence re 18/00958/OUT & 19/00610/FUL	Clk to action
OM-19-161 b, c, d & f	Information for Councillors	Clk to email Cllr's
OM-19-166 c i	Location of Benches & Bins	Clk to action
OM-19-166 c ii	Repair of Bench	Cllr. Catt to liaise with Community Warden
OM-19-172 b	Advertisement for Smoke Alarm Installation	To be advertised in February

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

Date: