



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held via Zoom on Thursday 20th August 2020 at 7.50 pm

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

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

Martin Walsh (Responsible Financial Officer) (joined at 8.25 pm)

MINUTES: Neil Williams

PUBLIC PRESENT: None

OM-20-087 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.

OM-20-088 MESSAGE FROM MRS LYNDA McCLURE:

The Chairman informed the Council that she had spoken with Mrs Lynda McClure, the Parish Council Administrator, who had requested that the Chairman pass on her gratitude for the Birthday and well-wishing messages from members of the Council.

OM-20-089 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	19/01767/FUL Haven Leisure Limited Orchards Holiday Village Colne Way, Point Clear Bay	Variation of condition 8 (access) to Approved Planning Application 01/01548/FUL. In addition to reaffirming its comments of 25 th February 2020, in that <i>"The Parish Council strongly objects to the variation of the condition in respect of access and would ask that the emergency exit onto Eastern Promenade is not used for anything other than a bona fide emergency or incident,"</i> the Parish Council would further add that the continued misuse of the 'emergency' access in Eastern Promenade, which has now been ongoing in excess of fifteen years, by large vehicles, for the purpose of general deliveries to the Orchards, not only causes a dangerous obstruction in the road, but is a blatant breach of the Planning Decision (01/01548/FUL refers) of 30 th October 2001, which states:

		<i>'The access/egress to be constructed adjacent to No.6 Mersea View shall be used only as an emergency exit and for emergency vehicles and not for the delivery of good. The gates shall otherwise be kept closed at all times.'</i>
b.	20/00851/LBC Mr & Mrs Mouser Wyley Cottage Rectory Road, St Osyth	Replacement of cracked bathroom floor, repair of external crack and re-rendering of external wall. No objections.
c.	20/00870/FUL Mr R Thomas 3 Colne View, St Osyth	Proposed single and two storey rear extension. No objections.
d.	20/00879/FUL Ms T Winkworth 135 Point Clear Road St Osyth	Proposed single storey rear extension (following demolition of conservatory). No objections.
e.	20/00924/FUL Mr & Mrs Kerr 328 Point Clear Road St Osyth	Proposed two storey, part single storey rear extension. No objections.
f.	20/00937/FUL Mr Stride 361 Point Clear Road St Osyth	Proposed single storey rear extension. No objections.
g.	20/01023/TELLIC U Turn Recovery Project The Bury St Osyth	Proposed removal of St Osyth pay phone (kiosk to remain). Whilst the Parish Council acknowledge that it is BT policy to remove payphones from kiosks which are to be adopted, and indeed would support the concept of defibrillators being installed in telephone kiosks, where there is a proven and genuine need for such equipment, it does in this case seem that the presence of an existing defibrillator, some 220 metres away at the Kings Arms public house, which itself is very close to the centre of the village, is being overlooked. There is not a need for a defibrillator in this vicinity. The Parish Council would like see the retention of the payphone, with a defibrillator being installed in an area where there is potentially a greater need. It is worthy of note that neither the Village Hall in St Osyth nor Dumont Hall in Point Clear, both of which are central to main residential areas are equipped with accessible defibrillators. Were this application to be approved, the removal of the payphone from the kiosk, would ironically remove a method for contacting the Ambulance Service, which is responsible for the issue of the unique codes required to access the defibrillator. In view of the points raised, the Parish Council would not support the removal of the payphone.

OM-20-090 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 10th July 2020 to 7th August 2020.
- b. Correspondence from Tendring District Council and St Osyth Parish Council correspondence to the Planning Inspectorate in respect of Planning Appeal APP/P1560/W/20/3249724 (TDC 19/01900/FUL) Wellwick Farm, Colchester Road, St Osyth.
- c. Correspondence between St Osyth Parish Council and BT regarding the adoption of a Telephone Kiosk by U-Turn Recovery Project.
- d. Correspondence from TDC in respect of the Withdrawal of Planning Appeal APP/P1560/W/20/3252750 (TDC 19/01523/FUL) St Osyth Priory.
- e. Correspondence from TDC in respect of the Withdrawal of Planning Appeal APP/P1560/Y/20/3252754 (TDC 19/01524/LBC) St Osyth Priory.
- f. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/20/3256190 (TDC 18/01779/FUL) 700 St John's Road, St Osyth.

The Clerk was requested to write to the Planning Inspectorate and reaffirm its comments of 30th January 2020.

OM-20-091 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting (held via Zoom) of 16th July 2020 be verified for accuracy by the Council and signed retrospectively by the Chairman as a true and accurate record, when the Council next meets in person. The motion was proposed by Cllr. Cooper and seconded by Cllr. Quy. All agreed.

OM-20-092 SUMMARY OF ACTION:

- a. OM-20-065. The Clerk informed the Council that he had yet to receive confirmation from the District Council as to whether there had been any requests for an election in respect of the Casual Vacancy following the resignation of Cllr. Catt.
- b. OM-20-071 c. The Clerk reminded the Council that the adoption of the telephone kiosk by the U-Turn Recovery Project had been discussed by way of the planning application from TDC (20/01023/TELLIC refers).
- c. OM-20-074 a. The Clerk informed the Council that he had written to Age Concern Colchester with the offer to meet with the Council once social distancing measures were relaxed to the point where meetings in person were permissible.
- d. OM-20-074 b & c. The Clerk informed the Council that he had written to Brightlingsea Town Council with the offer to meet with the Council once social distancing measures were relaxed to the point where meetings in person were permissible.

- e. OM-20-076 b. The Clerk reminded the Council that the lease of land at Warren Farm Lane was an agenda item which would be discussed during the meeting.
- f. OM-20-076 d iii. The Clerk confirmed that he had submitted a grant application for funding by way of the County Council Community Initiatives Fund (CIF) to the Essex Association of Local Councils (EALC), and that he had received confirmation of receipt of the application.
- g. OM-20-077 b. The Clerk informed the Council that the Chairman had confirmed with Sarah Potter, Essex Highways Public Rights of Way (PRoW) Officer, that missing way markers on the public footpaths would be replaced in October or November of 2020.
- h. OM-20-077 h. Cllr. Lockwood confirmed that he had received photographs for the website from Cllr. White.
- i. OM-20-78 b i a. The Clerk informed the Council that he had spoken with the fitness trainer using Priory Meadow, who had apologised for not liaising with the Council prior to using the play area. The Clerk confirmed that the trainer had the requisite insurance and risk assessment for his activities.
- j. OM-20-078 b ii. The Clerk reminded the Council that the security of the pavilion at Cowley Park had been discussed during the earlier meeting of the St Osyth Playing Field Charity.
- k. OM-20-078 c. The Clerk informed the Council that having contacted the Chairman of the Point Clear Community Association (PCCA), the proposed meeting to discuss the reopening of Dumont Hall had been cancelled.
- l. OM-20-079 b. The Clerk informed the Council that he had submitted the list of carriageway defects, as part of the County Councils Member-Led Repair Programme, to Essex County Councillor Alan Goggin.
- m. OM-20-080. The Clerk reminded the Council that the expectations of conduct of the Parish Council was an agenda item which would be discussed during the meeting.
- n. OM-20-081. The Clerk reminded the Council that the Cemetery Working Party had met to clear items from the Cemetery, and that Cllr. Sinclair would raise the matter during her report later in the meeting.
- o. OM-20-083. The Clerk reported that he had written to the Hutley Family thanking them for their donation, by way of the Hutleys St Osyth Beach Trust, for the purchase and installation of the aerial runway at Priory Meadow.
- p. OM-20-086 c. The Clerk reported that a sign warning residents of the presence of adders had been displayed along the sea wall at Point Clear Bay, as requested by Cllr. Kelly.
- q. OM-20-086 d. The Clerk reported that information regarding the change of bus timetables was now displayed in all of the bus shelters.

OM-20-093 CORRESPONDENCE:

The following correspondence was noted:

- a. Redacted correspondence from a resident regarding the continued incineration of wooden pallets at Lee-Over-Sands.
- b. Correspondence from the District Council with regard to bonfires and nuisance smoke.
- c. Correspondence from Essex County Council regarding the creation of a parking bay at 81 Spring Road, St Osyth.
- d. Correspondence from Essex County Council in respect of the Temporary Prohibition of Use (Footpath 18) Order 2020.
- e. Correspondence from Brightlingsea Town Council to Bourne Leisure concerning the launching of jetskis from Stone Point, Point Clear Bay.
- f. Correspondence from the Society of Local Council Clerks (SLCC) with regards to the Planning White Paper Consultation.

The Clerk informed the Council that this would be an agenda item at the September meeting.

- g. Correspondence from Brightlingsea Town Council with regards to the Heritage Pier project.

OM-20-094 FINANCE:

- a. Approval of payments for July 2020, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:

Current a/c	£ 123,837.95
Deposit	£ 53,188.96

OM-20-095 DESIGN FUNDING – CROSSROADS SAFETY IMPROVEMENTS:

The Chairman reminded the Council of the recent report from Cllr. Goggin, during which it was suggested that in order to hasten the design phase of the scheme for safety improvements to the crossroads, it might be necessary for the Parish Council to consider the funding of the design phase, which would cost the Council approximately £15,000.00.

- a. The Chairman reported that since asking the RFO to investigate as to how the Parish Council could potentially fund the design, together with the Clerk, she had met with Tim and David Sargeant, to discuss whether they would be willing to make a contribution to the funding. The Chairman reported that since the meeting, Tim Sargeant had confirmed that the Sargeant Family would contribute up to £5,000.00 towards the design phase.

- b. At the request of the Chairman, the RFO gave an overview of the Councils financial position, together with suggestions as to how the Council could fund the design.
- i) The RFO informed those present that the Council had unallocated General Reserves of £113,538.00, and that taking into account the requirement for the Council to maintain enough reserves to enable the Council to self-fund for at least 6 months, which would amount to approximately £60,000.00, this would leave the Council approximately £53,000.00 in unallocated reserves.
 - ii) The RFO informed the Council that when looking at how the Council could potentially fund the design, he had primarily looked at savings which could be made from the budget for the current financial year, in addition to the use of reserves. In the case of savings from the budget, the RFO stated that there were a number of accruals from the previous financial year, which could be used. By way of a shared screen, the RFO subsequently talked the Council through the potential cost savings and reallocation of provisions and accruals:

Reallocation of Accruals:

- a) Willow Plantation tree maintenance £750.00
- b) Annual Parish Report £550.00

Cost Savings / Deferment:

- a) Cemetery mapping software £522.00
- b) Footpath maps £500.00
- c) Business Association grant £2,000.00
- d) Playing Field Charity grant (1st Quarter) £1,750.00
- e) Noticeboard £1,000.00

£7,072.00

Contribution from Residents: £5,000.00

Allocation from Reserves: £2,928.00

Total: £15,000.00

- c. The Chairman informed the Council that she had asked the Clerk to liaise with David Gollop, Essex Highways Design Manager and Tom Eng, Essex Highways Liaison Officer, and that having spoken to the latter the Clerk had been advised as to how the design phase could proceed.
- i) The Clerk reported that Tom Eng would be conducting a financial review of current Local Highway Panel (LHP) projects, which could result in some projects being completed under budget. However, even if this was the case, any unused funds could not be reallocated until March 2021 at the earliest. Tom Eng did confirm that there was £5,000.00 remaining in the LHP budget for the current financial year, and that it was entirely possible that the funds could be allocated to the crossroads design, however, that would be for Cllr. Goggin to put forward a case at the next LHP meeting in September.

- ii) Tom Eng had informed the Clerk that the LHP would certainly look favourably at the request for a design phase if it were to be funded by the Parish Council, or if in the event of the unallocated £5,000.00 being put towards the scheme, the remaining £10,000.00 being put forward by the Parish Council.
 - iii) The Clerk reported that Tom Eng had informed him that generally speaking it would be known fairly early in any design phase whether there were likely to be any findings likely to stop the scheme going forward. If this were the case, it might be that the scheme would be cancelled after several thousand pounds had been spent, as opposed to the full £15,000.00. The Clerk continued that Tom Eng had given an example of something likely to stop the scheme i.e. a gas main under the road which would cost in the region of £300,000.00 to relocate.
 - iv) The Clerk concluded that Tom Eng had stated that he would obtain further information for the Clerk, and that whilst it had been hoped to have the information for the benefit of the Council meeting, he had yet to receive any further information from Tom Eng.
- d. Cllr. Goggin commended both the Chairman and Clerk for their respective summaries. He continued that by funding the design phase, the Parish Council was for all intents and purposes trying to circumvent the system, by ensuring that a completed design could be put before the LHP in readiness for funding for 2021/2022.
- e. The Chairman subsequently invited comments from the Council.
- i) Cllr. White stated that he was impressed with the work of the RFO and how the Parish Council would be able to fund the design if necessary. He continued that if the Parish Council was able to make the offer of funding to Essex Highways it should do so to progress the design phase and ultimately the safety improvements to the crossroads as soon as possible.
 - ii) Cllr. Talbot stated that he fully supported the prospect of the Parish Council funding the design phase.
 - iii) Cllr. Ward stated that the Parish Council should proceed with the funding of the design phase.
 - iv) Cllr. Goggin stated that he had a meeting with David Gollop, Tom Eng and Vicky Presland, Essex Highways Development Management Manager, at 9.30 on Friday 21st August 2020, and that depending on the decision of the Parish Council, he would be able to inform them of the Councils intent to proceed at that meeting.
 - v) **RESOLVED:** That St Osyth Parish Council fund the design phase for the safety improvements to the crossroads, to a maximum of £15,000.00, if necessary; the funds to be allotted as per the recommendation of the RFO. The motion was proposed by Cllr. White and seconded by Cllr. Talbot. All agreed.
 - vi) The Chairman thanked the Council for their support and decision.

The Council having made its decision, the RFO logged off, after the Chairman had thanked him for his input and explanation to the Council.

OM-20-096 REPORTS FROM COMMITTEES:

- a. **Finance Committee:** Having been previously circulated, the draft Minutes of the Finance Committee meeting of 22nd July 2020, were noted. The Chairman invited comments from the Council. None were forthcoming.
- b. **Cemetery Committee:** Cllr. Sinclair thanked those members of the Council who had been able to attend the Cemetery on Monday 3rd August 2020, as part of the Working Party. Cllr. Sinclair continued that 8 (one-ton capacity) builder's bags of brambles, weeds and overhanging branches had been removed, a memorial bird bath had been discovered in the Wildflower Meadow and numerous bags had been filled with old, dead flowers from graves. Cllr. Sinclair concluded by informing the Council that the Cemetery now looked much tidier and well-ordered.

OM-20-097 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman reported that the blooms looked good and that rather surprisingly a runner bean plant was now growing in one of the planters opposite the Priory.
- b. **Highways Working Party:** The Chairman informed the Council that the Highways Working Party had taken part in a meeting (via Zoom) earlier that day, in order for the Chairman to update members of the Working Party with regards to the issue of funding for the crossroads. The Chairman reiterated how pleased she was with the Council's earlier decision to fund the design of the crossroads
- c. **Martin's Farm Country Park:** The notes of the meeting of 28th July 2020, having been previously circulated, the Chairman invited questions from those present. None were forthcoming.
- d. **Playground, Youth & Open Spaces Working Party:**
 - i) At the request of the Chairman, Cllr. Ward, in her capacity as Chair of the Working Party, informed the Council that the installation of the aerial runway at Priory Meadow had been completed and that it looked very good. Cllr. Ward added that her granddaughter had used the equipment and had thoroughly enjoyed herself.
 - ii) Having already informed the Council of the successful submission of the Community Initiatives Fund (CIF) application, the Clerk informed the Council that the decision date for approval or refusal of the applications was October 2020, with applicants being notified by the end of November 2020.

OM-20-098 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having logged on at 8.25 pm, Cllr. Goggin gave an overview of the following:

- i) That the Clerk had done a brilliant job in respect of the submission of carriageway defects as part of the Member-Led Repair Programme, and that as a result, he [Cllr. Goggin] had forwarded the submission to the other Clerks within his Division, as an example of how the form should be completed.
- ii) That over the past few months, he had mentioned the possibility of a grant being offered to County Members, the funds to be spent within their respective Divisions. Cllr. Goggin continued that the amount of the grant was £10,000.00 and that he had a number of choices as to how the money could be spent and in a variety of ways.
 - a) The entire amount could be spent on ONE project in his Division, if there was a good overriding argument.
 - b) It could be spread over several or many smaller projects.
 - c) The money could be divided evenly for the 5 Town and Parish Councils within his Division, i.e. £2,000.00 per Council.
 - d) It could be divided via population with the largest Councils having a proportion based on number of residents. If this route was selected, it would result in the spread being highest in Brightlingsea & St Osyth with lesser amounts to Great Bentley, Alresford and Thorrington.
- iii) Cllr. Goggin informed the Council that he had a few personal aims with regard to the allocation of the grant, which included:
 - a) Trying to support ventures which otherwise would not be achieved or started.
 - b) Looking for support from local Councils to “add to” any grant to create a bigger project.
 - c) Discussing with local organisations/charities to see if they could financially support such a community project. This would/could include discussion about their individual objectives.
 - d) To involve projects that once “started” could attract further funds from elsewhere.
- iv) Cllr. Goggin stated that although he had not yet confirmed whether it would be possible, but it could be that St Osyth Parish Council could put its allocation of the grant towards the funding of the crossroads design.
- v) That as part of the High Sheriff’s walk around the coastline from Harwich to Tilbury, it had been planned that she would take a boat trip from Point Clear Bay to East Mersea, however, the High Sheriff had also made an unscheduled visit to Brightlingsea.

- vi) Cllr. White commented on item 11 of Cllr. Goggin's report, the speed review of the B1027, during which he [Cllr. White] made reference to a multi-million pound planning application for a play area, the main access for which would be via the B1027, in an area where children crossed the road and where the speed limit was 60 mph.

Cllr. White continued that whilst the District Councils Planning Committee had approved the application, there would need to be a reduction in the posted speed limit from 60 mph to 40 mph.

- vii) The Chairman thanked Cllr. Goggin for his continued support of the Parish Council.

b. **Essex Police:** No report given.

c. **Footpaths:** Cllr. Quy informed the Council that she was still awaiting an email from Sarah Potter, Essex County Council Public Rights of Way (PRoW) Officer, with regards to signposts. The Chairman stated that an email had been forwarded to Cllr. Quy informing her that Sarah Potter would be walking all of the footpaths in the Parish in the autumn to check and if necessary, raise defects for damaged/missing furniture. Cllr. Quy stated that she had not received the email.

d. **Benches & Litter Bins:** No report given.

e. **Planters:** Cllr. Ward reported that although the planters and hanging baskets looked good, and despite regular watering, some were beginning to wilt due to having been burnt by the sun.

f. **Tree Warden:** Nothing to report.

g. **Tendring District Association of Local Councils (TDALC):**
Cllr. Talbot gave the following report:

There have been no meetings of the Tendring District Association of Local Councils (TDALC), usually held at Beaumont cum Moze, as there would be no chance of keeping a two-metre distance between attendees at any such meeting.

There have been no formal meetings of the Essex Association of Local Councils (EALC), and that any necessary business is being dealt with by a defined small group including the Chairman and Vice Chairman, the Chief Officer and others as required by the business.

The Microsoft Teams meetings for Tendring and Colchester Towns and Parishes that I have attended and reported on have now ceased. We continue to get information by way of a notice to Members, but the business seems to be on track in its modified form.

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

- i) Cllr. Talbot gave the following report:

For the sake of the record there have still been no formal face to face meetings of the Council or any of its Committees, but business has been conducted by remote Video means using 'Skype'.

Last night, both Cllr. White and I took part in an 'All Member Briefing' via Skype meeting. The meeting had 48 participants of whom 37 were Councillors. The Agenda was introduced by Ian Davidson, who then went quickly on to the crux of the meeting, that being 'Local Government Reform.'

(We will report in more detail in the October edition of the Parish Magazine but may well send the copy to Parish Council Members when we first write the article).

This was followed by Keith Simmons, the Council's Head of Democratic Services and Elections, giving a PowerPoint presentation on the results of his survey of Members' views on Full Council and meetings in general, comparing virtual against face to face meetings, and how Members thought we should go.

Finally, Paul Price, Deputy Chief Executive and Corporate Director for Place and Economy, gave a presentation on the Governments Planning Reform proposals, which I think will remove the democratic involvement of the public at large.

It was a good meeting which finished at 8.10 pm.

There continue to be many complaints about fly-tipping. It is as well that Council Members know what the penalties are. The words below are from the House of Commons Library:

Fly-tipping is a criminal offence punishable by a fine of up to £50,000 or 12-months imprisonment, if convicted in a Magistrates' Court. The offence can attract an unlimited fine and up to 5 years imprisonment if convicted in a Crown Court.

There are also a number of other possible penalties, including fixed penalty notices and having a vehicle seized. Householders can be fined up to £400 if they pass their waste to an unlicensed waste carrier which is subsequently fly-tipped".

- ii) Cllr. White gave the following report:
 - a) That the Planning Committee had met on 11th August 2020, and that during the meeting which began at 6 pm and finished at 11.10 pm, one of the applications discussed had been the construction of a children's adventure play area at Alresford Hall, Ford Lane, Alresford, access to which would be via the B1027.
 - b) That on 19th August 2020, he had attended a briefing on Government reorganisation, in particular the Planning White Paper, which, in his personal opinion, was a disastrous proposal, as it would favour developers, and could potentially result in the District Council having to increase its permissions for the building of houses from 550 per year to 11,000 per year.

- c) Cllr. White concluded that a number of years back, the Government had lauded localism, however, the proposed reorganisation of Local Government would see the breakup of both Essex County and Tendring District Councils.
- i. **Website:** Cllr. Lockwood informed the Council that he had added the revised bus timetables to the website and that he was in the process of trying to obtain more photographs from residents. He continued that Nigel Jeskins, Curator of the Village Museum had agreed that his map of the village could be used on the website. Cllr. Lockwood concluded by asking that the Clerk forward both a picture of the aerial runway and the recent Chairman's report.
- j. **Community Speed Watch:** Cllr. Cooper reported that although Community Speed Watch (CSW) activities were still suspended due to Coronavirus, there was now a new Co-ordinator, who was looking to resume activities by way of a pilot scheme. Cllr. Cooper concluded by informing the Council that he did not envisage the St Osyth CSW group partaking in the pilot scheme.

OM-20-099 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:**
Cllr. Sinclair gave the following report:

The work on the roof at 27 Clacton Road is progressing well. I was able to do a site visit with Councillor John White this morning and it was amazing to be able to see the original roof structure and the work that has been undertaken so far. The original markings for the lathe and plaster roof are still clearly visible. The original roof timbers and nails are still apparent in certain areas and providing they are safe then they will stay in place. John has taken photos of the roof space which I will arrange for Councillors to view once we are back to face to face meetings.

As Trustees we have not met since March, but we have arranged Zoom meeting for September.
- b. **St Osyth Playing Field Charity:** Nothing to report.
- c. **Point Clear Community Association:** Nothing to report.
- d. **Village Hall Management Committee:** Nothing to report.
- e. **St Osyth Priory & Parish Trust:** The Chairman reported that together with Nicky Underwood, she had completed a grant application for £76,000.00 to the Culture Recovery Fund for Heritage.

OM-20-100 LOCAL GOVERNMENT ASSOCIATION - MODEL MEMBER CODE OF CONDUCT CONSULTATION:

The Clerk informed the Council that he had completed and submitted the consultation response based on the returns he had received from Councillors.

OM-20-101 ST OSYTH PARISH COUNCIL CODE OF CONDUCT:

Having been previously circulated, the Council reviewed Appendix A (Expectations of Councillors' serving on St Osyth Parish Council) to St Osyth Parish Council Members Code of Conduct. Having explained the rationale for the appendix, the Chairman enquired as to whether any Councillor wished to add to, alter or amend the document. All present agreed that Appendix A was appropriate.

OM-20-102 CASUAL VACANCY:

The Clerk reminded the Council, that as reported earlier in the meeting, he had yet to receive confirmation from the District Council as to whether there had been any requests for an election in respect of the Casual Vacancy following the resignation of Cllr. Catt. The Clerk added that regardless of whether there was to be an election or whether the vacancy could be filled by co-option, he would give a full report to the Council at its September meeting.

OM-20-103 LEASE OF LAND AT WARREN FARM LANE:

The Chairman informed the Council that following the siting of a caravan on Warren Farm Lane, on the land adjacent to the Vicarage used for parking, she had been approached by the landowner, who had enquired as to whether the Parish Council would be interested in leasing the land at a 'peppercorn' rate.

A conversation ensued, during which Councillors discussed at length the advantages and disadvantages of such a suggestion from the landowner, which if accepted, would see the Parish Council wholly responsible for the land, and would include additional costs such as insurance, the clearance of fly-tipping and as had happened in the past, abandoned vehicles. The consensus of the Council was that there was nothing to be gained from leasing the land.

RESOLVED: That St Osyth Parish Council refuse the offer of leasing land at Warren Farm Lane. The motion was proposed by Cllr. French and seconded by Cllr. Ward. All agreed.

OM-20-104 POINT CLEAR BAY:

- a. The Chairman informed the Council of recent concerns raised by residents of Point Clear Bay in respect of numerous issues including:
 - i) the emptying of bins;
 - ii) fly-tipping;
 - iii) drainage; and
 - iv) the condition of the roads.
- b. The Chairman informed the Council that with the exception of the private properties, and the land on which they were situated, the Orchards Holiday Park/ Bourne Leisure owned the majority of the land in Point Clear Bay.
- c. The Chairman reported that together with Cllr. Kelly, she had met with Fiona Pickett, an employee of the Orchards Holiday Park, during which a number of issues had been discussed, including how the Parish Council and Bourne Leisure could work together for the benefit of residents and visitors alike.
- d. The Chairman concluded that together with Cllr. Kelly, she would be meeting with the new Facilities Manager at the Orchards Holiday Park, once he was in post in mid-September.

OM-20-105 SMALL CLAIMS COURT:

The Chairman addressed the Council, giving an overview of the Councils involvement with the allotments, which had now been in place for 10 years. The Chairman added that in all that time there had been a few occasions whereby it had been necessary for the Council to write to former tenants to request outstanding fees, but never had a situation arisen whereby it was necessary for the Parish Council to involve an outside agency.

- a. At the request of the Chairman, Cllr. Blockley gave the following report:

In March this year two allotment holders decided that they did not want to renew their Tenancies. The tenancy agreement which both signed requires that when a tenant leaves the land must be left in a good state of cultivation for the next tenant to begin work straight away. Both of the plots were in very poor condition. All correspondence in this matter has been sent by Recorded Delivery Post.

Letters were sent explaining that if this remedial work was not carried out the Parish Council would arrange for clearance to be done and the cost thereof would have to be met by the ex-tenants. Letters were sent together with photographic evidence of the awful state of the land, but by June nothing had been done therefore the plots were cleared. The costs were £50 for one and £100 for the other.

Further letters were sent requesting payment and informing them that unless payment was received by the beginning of August application would be made to the Small Claims Court for action to be taken to receive payment of the outstanding debts. Again no response from either.

So at the beginning of August, two applications to the Small Claims Court and the required Orders were granted. The first to expire on 24th August and the second on the 26th August.

One of the Defendants contacted the Parish Council immediately offering to pay £20.00 per month until the debt was cleared. This offer was accepted and a Repayment Agreement was prepared which was approved by the Chairman and the Finance Officer and has now been signed and dated .

Assuming the Defendant does not renege on the conditions in the Agreement, payment will be completed in February 2021.

Sadly we have received no communication whatsoever from the other Defendant. This one is due to expire on 26th August and the necessary application for the issue of a County Court Judgement accordingly will be made.

- b. The Chairman thanked Cllr. Blockley for her report, adding that it was sad that the situation had come to this, but that it was a matter of principle that the Parish Council take this stance.

OM-20-106 FURTHER MATTERS:

- a. Cllr. Ward enquired as to whether there was any news as to when the Council would be able to resume meetings in person. The Chairman commented that until such time as guidance was received, all meetings would be held using Zoom.
- b. Cllr. Sinclair enquired as to whether the Annual Parish Appraisal was to be rescheduled. The Chairman stated that until such time as social distancing measures were relaxed or removed, it would not be possible to undertake the Appraisal.
- c. The Chairman informed all present that Angie Henson was retiring from her position as the cleaner of the Village Hall, and that having been there for some 25 years, it was only proper that the Council should give her a card and gift. All agreed.
- d. Cllr. Goggin thanked all members of the Council for their comments and contact with Mrs Lynda McClure.

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

The date of the next meeting was set for 7.00 pm on Thursday 10th September 2020.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 20th August 2020		
OM-20-090 f	Planning Appeal	Clk to write to PINs
OM-20-098 i	Website	Clk to fwd photos & report
OM-20-102	Casual Vacancy	Clk to brief at Sep mtg
OM-20-104 d	Point Clear Bay	Cllr's Grantham & Kelly to meet with Facilities Mngr

Signature: *Signed on Original*
SW Grantham
Chairman