



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held via Zoom on Thursday 10th September 2020 at 7.00 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

MINUTES: Neil Williams

PUBLIC PRESENT: None

OM-20-107 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-20-108 CHANGE OF AGENDA ORDER:

The Chairman informed the Council that as Cllr. Goggin had another meeting to attend at 7.30 pm, he be allowed to give his report prior to any other business. All agreed.

OM-20-109 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Cllr. Goggin gave an overview of the following:
 - i) That the service being provided by recycling centres had improved, with few delays reported.
 - ii) That he had seen a draft of the Strategic Review in respect of the speed limit along the B1027, which required some amendments prior to being submitted to the Local Highways Panel (LHP) on 17th September 2020.
 - iii) That following the meeting of the Council on 20th August 2020, during which the Council moved to fund the outline design for the safety improvements to the crossroads, he had on 21st August 2020, met with Vicky Presland, David Gollop and Tom Eng, all Essex Highways, during which time he had informed them of the Council's decision. Cllr. Goggin reported that all 3 officers were pleased and impressed with the Council's approach to resolving the issue of the safety of the crossroads.
 - iv) Cllr. Grantham enquired as to whether the unallocated £5,000.00 from the LHP budget was still available. Cllr. Goggin replied that he had only just received the agenda for the meeting, but that to the best of his knowledge it was, however, the Council should not rely on it.

- v) That he would appreciate suggestions as to what the grant of £10,000.00 being offered to County Members for their respective Divisions could be used for.
- vi) That the percentage of children returning to school was 87%, and that whilst the effort and work being put towards dealing with the effects of Coronavirus by the NHS was outstanding; the same could be said of those associated with the provision of education.
 - a) A conversation subsequently ensued with regards to testing for Coronavirus, with some Councillors reporting that they had relatives who had been instructed to attend locations as far afield as Basildon, Milton Keynes or Oldham for testing.
- vii) Cllr. White enquired as to how members of the public were able to access the LHP meeting scheduled for 17th September 2020. Cllr. Goggin stated that he would enquire on Cllr. White's behalf.
- viii) That following the granting of the application for the construction of a children's adventure play area at Alresford Hall, and the existing concerns over the speed limit along the B1027, a serious review of the speed limit was required. Cllr. White added that he had sent Cllr. Goggin a strongly worded letter on that very subject.

Having delivered his report, Cllr. Goggin departed the meeting at 7.15 pm.

OM-20-110 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	20/01005/FUL Mr Murray Murray Hall Farm Land East of High Birch Road St Osyth	<p>Proposed replacement of former agricultural building with a dwelling (in lieu of Prior Approval 18/00358/COUNOT).</p> <p>Whilst the Parish Council acknowledge that permission for the replacement of a former agricultural building with a dwelling has already been granted, the Council would reaffirm its objections of 28th March 2018. The proposed development, which cannot be considered as being sustainable outside of any settlement development boundary is seen as an intrusion into the countryside. The residential dwelling is not within the footprint of the existing agricultural building.</p> <p>The Parish Council accept that permission having been granted will not prevent the development as proposed, however, the Council would request that a condition of approval be that there should be no further development on this site, less the District Council set a precedence that will see similar applications for land throughout the Parish.</p>

b.	20/01059/FUL Miss Foster 25 James Gardens St Osyth	Subdivision of site and erection of detached 1no. bed bungalow, new vehicular access and associated works. The Parish Council has very, very strong objections to this application, which is seen as a gross overdevelopment of what is already a small plot. The siting of the proposed development would impact on both sight lines and street scene.
c.	20/01060/FUL Mr Williamson 106 Dumont Avenue St Osyth	Demolition of existing two storey chalet and replace with new two storey dwelling. No objections.
d.	20/01136/FUL Mr Boyce 21 Johnson Road St Osyth	Proposed two storey rear extension (resubmission of 20/00767/FUL). No objections.
e.	20/01121/AGRIC Mr Fairley Norwood Lodge Bentley Road, St Osyth	Erection of new grain store. <i>For information only – no comment required.</i>

OM-20-111 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 14th August 2020 to 28th August 2020.
- b. Correspondence from Tendring District Council with regards to the Alresford Parish Council Neighbourhood Plan Consultation.
- c. Correspondence from Tendring District Council in respect of the Public Consultation for the North Essex Local Plan Section 1 (Proposed Main Modifications).
- d. Correspondence from a resident of Point Clear Bay in respect of Planning Application 19/01767/FUL, (Variation of condition 8 (access) to Approved Application 01/01548/FUL), Orchards Holiday Park, Point Clear Bay.

OM-20-112 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting (held via Zoom) of 20th August 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. Sinclair and seconded by Cllr. Lockwood. All agreed.

OM-20-113 SUMMARY OF ACTION:

- a. OM-20-090 f. The Clerk informed the Council that he had written to the Planning Inspectorate, reaffirming the stance of the Council of 30th January 2020, in respect of Planning Appeal APP/P1560/W/20/3256190 (TDC 18/01779/FUL) 700 St John's Road, St Osyth.

- b. OM-20-098 i. The Clerk informed the Council that he had forwarded photographs of the aerial runway at Priory Meadow play area and the Chairman's Report to Cllr. Lockwood for inclusion on the website.
- c. OM-20-102. The Clerk informed the Council that the subject of the Casual Vacancy would be discussed during the meeting.
- d. OM-20-104 d. The Clerk informed the Council that the subject of Point Clear Bay would be discussed during the meeting.

OM-20-114 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from Cllr. Talbot to the District Council with regards to fly-tipping.
- b. Correspondence from Cllr. Talbot to the District Council with regards to bonfires and nuisance smoke.
- c. Correspondence from St Osyth Parish Council to Tendring District Council with regards to bonfires and nuisance smoke.
- d. Correspondence from Essex & Herts Air Ambulance Trust regarding grant funding. The Chairman suggested that this request be considered by the Finance Committee at its next meeting. All agreed.
- e. Correspondence from Tendring District Council in respect of mobile catering vendors. The Clerk reported that despite complaints being made in 2019, Tendring District Council had stated that the complainant had been unsure as to how many occasions the catering van had been located outside of the NISA store in Point Clear Road. Additionally, as the van was providing food to members of the public during a very difficult time, it was deemed to be operating in accordance with Government guidelines.

The Clerk informed the Council that having contacted the complainant, he [the Clerk] had been provided with copies of emails between the District Council and the complainant, in which the latter provided clear information as to the frequency with which the catering van was parked outside of NISA. The Clerk concluded that he would raise the matter with the District Council.

- f. Correspondence from the Rural Community Council of Essex (RCCE) with regards to rural housing.
- g. Correspondence from Cllr. Talbot to the District Council with regards to Covid-19 precautions.
- h. Correspondence from Brightlingsea Harbour Commissioners regarding the St Osyth Ferry Landing Stage. Following a discussion as to the impact of the proposed landing stage on wildlife, it was agreed that a representative of the Harbour Commissioners be invited to address the Council in person once Covid-19 restrictions allowed.

OM-20-115 FINANCE:

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

Current a/c	£ 109,974.86
Deposit	£ 53,188.96

OM-20-116 RECEIPT OF SMALL BUSINESS SUPPORT GRANT:

The Clerk informed the Council that having applied to Tendring District Council for both a Small Business Support Grant, the application had been successful, and the Parish Council had been awarded a grant of £10,000.00.

OM-20-117 TENDRING DISTRICT COUNCIL SPECIAL EXPENSES:

The Clerk informed the Council of the request from the District Council to consider applying for Special Expenses, if there was likely to be any change in the functions on which expenditure was incurred. The Clerk continued that he had enquired of the District Council as to whether the Parish Council was eligible for Special Expenses given that residents of the District, from outside of the Parish, were sometimes interred in the Cemetery. He added that he had also advised the District Council of the increased fees charged in the event of an 'out of area' burial/ ashes interment, but that he had yet to receive a response as to whether the Parish Council was indeed eligible for the Special Expenses.

OM-20-118 REPORTS FROM COMMITTEES:

- a. **Cemetery Committee:** The Minutes of the meeting of 24th August 2020, having been previously circulated, the Chairman invited questions from those present to Cllr. Sinclair, in her capacity as Chair of the Cemetery Committee. None were forthcoming

OM-20-119 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman reported that the blooms, which had been buffeted by the wind, were to be removed the week commencing 14th September 2020. The Chairman added that the hanging baskets would also be taken down soon.
- b. **Highways Working Party:** The Chairman reminded the Council that Cllr. Goggin would attempt to secure the unallocated sum of £5,000.00, to be put towards the outline design for safety improvements to the crossroads, at the meeting of the Local Highways Panel scheduled for 17th September 2020.
- c. **Martin's Farm Country Park:** The Chairman reported that a meeting was scheduled for 29th September 2020.
- d. **Playground, Youth & Open Spaces Working Party:** Nothing to report.

OM-20-120 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:**
- i) Cllr. Kelly informed the Council of offences in Point Clear and Point Clear Bay, which had occurred between February and July 2020, 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, which had occurred between February and July 2020, by location and where practicable the status of the investigation.
- b. **Footpaths:** Cllr. Quy informed the Council that the reinstatement of way markers would be left until such time as Sarah Potter, Essex County Council Public Rights of Way (PRoW) Officer, had walked all of the footpaths in the Parish to check and if necessary raise defects for damaged/missing furniture.
- c. **Benches & Litter Bins:** The Chairman informed the Council that until such time as a new Councillor was co-opted, she had asked Cllr. Quy to monitor the condition of the benches and litter bins.
- d. **Planters:** Nothing to report.
- e. **Tree Warden:** Cllr. French reported that Essex County Council was looking to plant 375,000 trees over the next 5 years, with the first planting season being between November 2020 and March 2021. Cllr. French requested that members give consideration to where trees could be planted. He continued that another possibility was to encourage children to become involved with the scheme.

The Chairman informed the Council that having been involved with the planting of the Jubilee Copse, at the entrance to the village, there would be a requirement to liaise with all utility companies before any planting could take place. The Chairman suggested that Cllr. French should enquire as to whether the County Council would be able to expedite any involvement of utility companies.

- f. **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), held at Beaumont cum Moze, and the latest information is that the lady who replaced Janet Russel last year, has herself now resigned, therefore the Chairman, Robert Taylor, has had to take over until a replacement comes forward.

The Essex Association has been in lockdown with officers working from home. The Associations AGM will be held by Zoom on 24th September, with members being able to log in from 9.45 am for a 10 am start. I will be in 'attendance' as the Parish Councils representative, as well as being an Executive Member for the Tendring Association. I will report in some detail at our October meeting.

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

- i) Cllr. White gave the following report:
 - a) That the recently approved application for the construction of a children's adventure play area at Alresford Hall, would be a tremendous asset for Tendring District.
 - b) That the potential development of the former gravel works on Robinson Road, Brightlingsea, would see approximately 100 chalets built for holiday/ leisure use.
- ii) Cllr. Talbot gave the following report:

We have reported to successive meetings that 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 means using 'Skype'.

Last night that mould was broken as a 'hybrid' meeting was held in the Princes Theatre, where those members who wanted to attend in person did so, whilst others joined the meeting remotely using Skype according to personal circumstances. It is thought we are the first in the Country to try this hybrid method of meeting as a way of conducting business.

The meeting was an 'All Member Briefing'. The evening began with an Introduction by the CEO followed by the detail of the arrangements for Full Council meeting next Tuesday, in this same hybrid form, being introduced by Lisa Hastings, Assistant Director, Governance, and Keith Simmons, Head of Democratic Services & Elections. The meeting continued with an excellent talk on the Tourism Strategy for the District now being planned and looking ahead, which was given to us by Mike Curran, responsible for Economic Growth & Leisure.

I suppose the pièce de résistance was given by Ian Davidson on Local Government Reform, but limited by the fact that the Government have not yet published all their plans, but it looks for certain that Tendring District Council will disappear and become part of some as yet unidentified Unitary Authority.

- h. **Website:** Cllr. Lockwood informed the Council that he was in the process of adding pictures to the Chairman's Report, and that he had added the revised bus timetables to the website, in addition to the map of the village provided by Nigel Jeskins, Curator of the Village Museum.
- i. **Community Speed Watch:** Nothing to report.

OM-20-121 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Cllr. Sinclair reported that the next meeting of the Charity was scheduled to take place, by virtual means, on 15th September 2020.
- b. **St Osyth Playing Field Charity:** Cllr. Thomas reported that during a recent meeting with the Clerk and Community Warden, at Cowley Park, a

number of issues such as damages, whether to clad or re-render the pavilion had been discussed. Cllr. Thomas continued that during a discussion as to the provision of a disabled toilet, the Clerk had suggested that perhaps there was a possibility of being able to convert the unused bar into a wheelchair accessible facility. A conversation ensued during which the subject of the sale of alcohol was discussed. Cllr. Thomas stated that as neither the Parish Council nor the football club had a licence to serve alcohol, the bar could be converted, and that if needs be, and there was a need in the future, the kitchen was large enough to facilitate the sale of alcohol, should any future users have the relevant licence.

- c. **Point Clear Community Association:** Cllr. Blockley informed the Council that she had nothing to report. The Chairman informed the Council that the PCCA had received the Government grant of £10,000.00, in addition to a further £1,000.00 from the Essex Community Foundation, to fund the additional cleaning of Dumont Hall when it reopened.
- d. **Village Hall Management Committee:** Cllr. Thomas informed the Council that she had nothing to report. The Clerk informed the Council that some groups were beginning to use the hall.
- e. **St Osyth Priory & Parish Trust:** The Chairman reported that a virtual meeting of Trustees was to be arranged.

OM-20-122 CASUAL VACANCY:

The Clerk informed the Council that there had been no requests to the District Council for a by-election, therefore, the Parish Council could co-opt a member. The Clerk continued that an advert would be placed in the October edition of the Parish magazine, and that the process for co-option would be discussed at the October meeting.

OM-20-123 ASSISTANCE TO THE CLERK:

The Chairman informed the Council that due to the absence of the Council's Administrator, Lynda McClure, which could last into 2021, it was unreasonable to expect the Clerk to cover both his role and that of the Administrator, a sentiment echoed by the Administrator herself, during a visit from the Chairman. Cllr. Grantham continued that she had approached Ellacott Morris to enquire as to whether they were able to recommend or provide someone to assist the Clerk for a temporary period (6 months). The Chairman reported that a part time worker, Karen Clarke had been recommended and that following a meeting with the Chairman and the Clerk, during which time the nature of the work had been discussed, Karen Clarke had agreed to provide assistance to the Clerk. The Chairman concluded that Lynda McClure had offered to assist Karen Clarke, albeit by telephone, if she required any guidance with regards to the Cemetery.

RESOLVED: That the Parish Council appoint Karen Clarke to provide temporary assistance to the Clerk in the absence of the Administrator, Lynda McClure. The motion was proposed by Cllr. Cooper and seconded by Cllr. Kelly. All agreed.

OM-20-124 PREPARATION OF THE MANAGEMENT PLAN:

The Chairman informed the Council that all Committees and Working Parties were to arrange meetings, and that Councillors with individual responsibilities were to liaise with the Chairman, to consider items for inclusion in the Management Plan for 2021/2022 through until 2023/2024. The Chairman added that she would require feedback by 15th October 2020.

OM-20-125 PLANNING CONSULTATION – PLANNING FOR THE FUTURE:

The Clerk gave an overview of the consultation in respect of Planning for the Future, informing Councillors that he would forward the respective link for the consultation:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907956/Planning_for_the_Future_web_accessible_version.pdf

The Clerk requested that Councillors review the consultation documents and return any comment for inclusion in a Parish Council response by 15th October 2020.

OM-20-126 POINT CLEAR BAY:

- a. At the request of the Chairman, the Clerk narrated a letter from a resident of Point Clear Bay, expressing concern at the appearance of the area, and the apparent lack of any action to tackle issues such as dog fouling on the beach, repair of potholes and lack of lighting.
- b. The Chairman informed the Council that a meeting was scheduled for 18th September 2020, which would be attended by the Chairman, Cllr. Kelly and representative of The Orchards Holiday Park, including Fiona Pickett, Health & Safety Officer, the General Manager and the new Facilities Manager, to discuss how best to move forward for the benefit of both the residents, and to a degree, visitors to the holiday park.
- c. The Chairman informed the Council of a recent meeting with Jim Bartley, Essex County Council Public Rights of Way (PRoW) Engineer, at which the Community Warden had also been present, to discuss the possible installation of 'k' barriers along Footpath 29, which would prevent access by motorcycles, whilst still allowing passage for prams, buggies and wheelchair users.

OM-20-127 SMALL CLAIMS COURT:

Cllr. Blockley reported that she was having difficulty accessing the Small Claims Court website and needed to change the password, the link for which would be emailed to the Clerk.

Cllr. Blockley also informed the Council that the first payment, via BACs, had been received from one of the former allotment holders.

OM-20-128 FURTHER MATTERS:

- a. The Chairman informed the Council of recent correspondence from the Council to residents/ property owners and businesses, which dealt with a number of issues, which included:
 - i) Overgrown vegetation in Spring Road.
 - ii) The partial obstruction of the footway in Spring Road, by a vehicle.

- iii) The request for the removal of the Domestic Abuse Legal Advice Service sign by the owner of Chandlers, following the closure of the office.
- b. Cllr. Sinclair enquired as to whether there was any information regarding the future of the surgeries in the village, as having attempted to book an appointment for a flu jab, she had been advised that she would more than likely have to attend the surgery in Clacton.

A conversation ensued during which the provision of flu jabs for residents was discussed. It was agreed that the Clerk should write to both surgeries requesting that consideration be given to providing the flu jab in the village surgeries.

- c. At the request of the Chairman, the Clerk narrated a letter of gratitude from Mrs Angie Henson, for the gift from the Parish Council following her retirement as the Village Hall cleaner.

There being no further business the meeting was closed at 9.20 pm.

The date of the next meeting was set for 7.00 pm on Thursday 15th October 2020.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 10th September 2020		
OM-20-114 d	Funding Request	Finance Committee to review
OM-20-114 e	Mobile Catering Vendors	Clk to write to TDC
OM-20-114 e	Ferry Landing Stage	Clk to liaise with BHC
OM-20-125	Planning Consultation	Returns by 15 th October
OM-20-128 b	Provision of Flu Jabs	Clk to write to surgeries

Signature: *Signed on Original*
 SW Grantham
 Chairman