



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held via Zoom on Thursday 15th October 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, Michele Thomas & Julie Ward

Cllr's Michael Talbot & John White (joined at 7.15 pm)

Cllr. Alan Goggin, Essex County Councillor (joined at 8.35 pm)

MINUTES: Neil Williams

PUBLIC PRESENT: One

OM-20-129 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, Blockley declared a Non-Pecuniary Interest in respect of Planning Application 20/01188/FUL.

OM-20-130 PLANNING APPLICATIONS:

| | APPLICATION & ADDRESS | PROPOSAL |
|----|---|--|
| a. | 20/00940/FUL Mr P Smith 303 Point Clear Road St Osyth | Retrospective application for treehouse. No objections. |
| b. | 20/01112/FUL Mr I Harris Land rear of 98 Point Clear Road, St Osyth | New driveway access to plot 1 and 2. No objections. |
| c. | 20/01124/OUT Mr R.A, T.R, D.R, A.I Sargeant St Osyth Priory The Bury St Osyth | Variation of conditions 5, 6, 7, 8, 9, 10, 13, 14, 15, 16, 18, 19, 20, 21, 22, 23, 24, 25, 27 and 28 of approved application 19/01171/OUT to allow for the discharge of conditions in a phased manner. No objections. |
| d. | 20/01141/FUL Ms J Brice Old School House 6 Old School Close, St Osyth | Proposed store and internal alterations. No objections. |

| | | |
|----|--|---|
| e. | <p>20/01188/FUL R.A, T.R, D.R, A.I Sargeant City & Country Mersea Ltd Land South of Bypass Road St Osyth</p> | <p>Proposed installation of a vehicular access to serve the site including replacement hedge planting following removal of 10m length of diseased elm.</p> <p>The Parish Council would reaffirm its objections of 20th October 2017, 18th December 2018 and 24th February 2020, in response to planning applications 17/01601/OUT, 18/01904/FUL and 20/00035/FUL respectively, in that the Council has strong objections to the proposed application for a number of reasons:</p> <ol style="list-style-type: none"> 1. The site as indicated encompasses land owned by Essex Highways, as proven by Land Registry Title EX630850; 2. Access to the site would not only cross Highways owned land, but also a significant area of 'safeguarded local green space' as defined by the District Councils draft Local Plan, on which there are two rare species of wildflower, namely wild clary and lesser calamint. These plants are becoming increasingly rare in North Essex, and we are informed by the Tendring Roadside Verge Coordinator that this site is one of the best locations for wild clary in the District. Furthermore, the area which is incorrectly marked as the site is a Special Roadside Verge. <p>The vehicular access would be positioned along a stretch of road on which traffic frequently has to queue whilst waiting to negotiate the junction of Clacton Road and the B1027. On the occasions where there is no build-up of traffic, vehicles frequently accelerate past the site, due to the change from 30mph to 40mph, the sign being some 10-15 metres along the road, prior to the proposed entrance.</p> |
| f. | <p>20/01205/FUL Mr Mark Webster 124 Point Clear Road St Osyth</p> | <p>Proposed ground floor rear extension and internal works.</p> <p>No objections.</p> |
| g. | <p>20/01278/FUL Mr Jordan Earlwood 98 Point Clear Road St Osyth</p> | <p>Proposed variation of condition 2 of approval 19/01506/FUL to reflect various material alterations.</p> <p>No objections.</p> |

| | | |
|----|--|--|
| h. | 20/01324/TPO Absolute Tree Services 302 Point Clear Road St Osyth | 1 Poplar - Fell. The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration. |
| i. | 20/01094/COUNOT Mr W Timmis Norwood Lodge Barn Bentley Road St Osyth | Change of use of barn to D2 Assembly and Leisure - with the intention of use as a Martial Arts gym. <i>For information only – no comment required.</i> |

OM-20-131 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 4th September 2020 to 2nd October 2020.
- b. Correspondence from TDC with regards to Planning Application 20/01189/TCA.

OM-20-132 PLANNING APPEAL APP/P1560/W/20/3256190 (TDC 18/01779/FUL):

Cllr. White informed the Council that the appeal in respect of the proposed development on the site of St John's Nursey would commence on 24th November 2020, and that the District Council would be providing evidence to support its refusal of the original application. One area where the District Council was unwilling to produce evidence was that of Highways related issues, as raised by the Parish Council, as the Highways Authority had deemed the application acceptable.

- a. Cllr. White continued that he felt it important that the points raised by the Parish Council should still be included, and to that end the Barrister acting for the District Council had agreed that evidence with regards to Highways and traffic related matters could be presented by a resident of St John's Road, a representative of the District Council and a representative of the Parish Council. It was agreed that the Clerk would represent that Parish Council, as he had the requisite knowledge and evidence.
RESOLVED: That the Clerk represent the Parish Council at the Planning Appeal in respect of APP/P1560/W/20/3256190 (TDC 18/01779/FUL), scheduled to commence on 24th November 2020. The motion was proposed by Cllr. White and seconded by Cllr. Thomas. All agreed.

OM-20-133 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting (held via Zoom) of 10th September 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. Quay and seconded by Cllr. French. All agreed.

OM-20-134 SUMMARY OF ACTION:

- a. OM-20-114 d. The Clerk informed the Council that the request for funding from the Essex & Herts Air Ambulance Trust would be reviewed by the Finance Committee at its next meeting.

- b. OM-20-114 e. The Clerk informed the Council that he had drafted a response to the District Council with regards to the issues of mobile catering vendors.
- c. OM-20-114 h. The Clerk informed the Council that he had written to the Brightlingsea Harbour Commissioners, inviting a representative to meet with the Parish Council to discuss the Ferry Landing Stage, once Covid-19 restrictions permitted a meeting to take place in person
- d. OM-20-125. The Clerk informed the Council that he had received several responses from members of the Council to the Planning for the Future consultation, from which he would prepare a response on behalf of the Council.
- e. OM-20-128 b. The Clerk informed the Council that he had drafted a letter to the two surgeries in the village with regards to the provision of flu jabs.

OM-20-135 PUBLIC PARTICIPATION:

A member of the public addressed the Council with regard to an incident on 10th February 2020, whereby four properties in Point Clear Bay had been flooded due to the erosion of the beach.

- a. By way of a shared screen, the member of the public was able to provide information and evidence with regards to 'longshore drift' caused by the lack of a third groyne.
- b. The member of the public informed the Council that they had written to Giles Watling, Member of Parliament for Clacton on Sea, and had thought it prudent to inform the Council of their concerns.
- c. It was subsequently agreed that the Council should write to the Environment Agency, supporting the residents of Point Clear Bay, and that the matter should be an agenda item for the November meeting of the Council.
- d. It was also agreed that the temporary closure of a section of Footpath 29, along the sea wall, would also be discussed at the November meeting of the Council.

The member of the public subsequently left the meeting at 8.15 pm.

OM-20-136 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from Age Concern Colchester regarding grant funding. The Chairman suggested that this request be considered by the Finance Committee at its next meeting. All agreed.
- b. Correspondence from a resident of Point Clear Bay with regards to the erosion of the beach [Discussed under public participation].
- c. Correspondence from Brightlingsea Harbour Commissioners with regards to Heritage Quay Project and St Osyth Ferry Landing Stage.

OM-20-137 FINANCE:

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

| | |
|-------------|--------------|
| Current a/c | £ 103,157.46 |
| Deposit | £ 53,188.96 |

OM-20-138 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman reported that Cllr. Ward had planted a lot of the winter blooms, and that the rest were to be planted on 16th October 2020. The Chairman subsequently thanked Cllr's Ward and Blockley for their work with regards to the maintenance of the blooms.
- b. **Highways Working Party:** The notes of the meeting of 2nd October 2020, having been previously circulated, the Chairman reported that the main item of discussion at the meeting had been the Management Plan. The Chairman continued that another key item had been the safety improvements to the crossroads, which had seen the Clerk write to Tom Eng, Essex Highways, to verify the discussion of 24th September 2020, between the latter and the Clerk, as to the process for the improvements. The Chairman concluded that she had asked the Clerk to enclose a copy of the letter with the agenda packs, as she felt that all Councillors should have sight of the letter, but more importantly, so that they too were aware of the process for the design phase of the proposed scheme for safety improvements to the crossroads.
- c. **Martin's Farm Country Park:** The notes of the meeting of 6th October 2020, having been previously circulated, the Chairman invited questions from those present. None were forthcoming.
- d. **Playground, Youth & Open Spaces Working Party:** Cllr. Ward reported that the focus of the Working Party would be input towards the Management Plan.

OM-20-139 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for August 2020.
 - 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 by location and where practicable the status of the investigation.
- b. **Footpaths:** Nothing to report.

c. **Benches & Litter Bins:**

- i) Cllr. Quy informed the Council that she was preparing a report for the Chairman, to enable the latter to complete the Management Plan, although she still had several benches to locate.
- ii) Cllr. Ward informed the Council that she too was preparing a report for the Chairman, to enable the latter to complete the Management Plan, which she would submit by 19th October 2020.

d. **Planters:** Cllr. Ward reported that the planters were all ok, and that she had briefed the Chairman with regards to Management Plan.

e. **Tree Warden:** Cllr. French reported that he had taken a number of photographs of both Cowley Park and Priory Meadow, where he thought trees could be planted as part of the County Councils scheme to plant 375,000 trees over the next 5 years. It was agreed that the photographs should be viewed at the December meeting of the Council.

f. **Tendring District Association of Local Councils (TDALC):** Cllr. Talbot reported that TDALC had met virtually on 23rd September 2020, and that the main point of discussion had been the Associations opposition to a proposal to be discussed at the AGM of the Essex Association of Local Councils (EALC) which had taken place on 24th September 2020.

Cllr. Talbot continued that during the EALC AGM, he had moved that any changes to the Constitution and the way in which motions were dealt with should be subject to a consultation. Following a vote, 51% of the 88 candidates able to vote had supported Cllr. Talbot, as a result of which the proposed changes to the Associations Constitution would now have to be referred to the Executive.

Cllr. Sinclair informed the Council that having also been part of the virtual AGM, she had found the discussion surrounding the Constitution to be very interesting, although it had been going in circles until Cllr. Talbot focused the attention of all present, which she added had been a pleasure to watch.

g. **District Councillor's Report:** Cllr. White reported that he had been busy with a number of Committee meetings, and that he had earlier that day taken part in a meeting at which Dr Mike Gogarty, Director of Public Health for Essex, had given a presentation on Covid-19 and the County Councils request to Government to be placed in Tier 2 restrictions. Cllr. White gave an overview of the meeting, which Cllr. Talbot stated had been very technical, but very informative and a good meeting.

h. **Website:** Cllr. Lockwood informed the Council that he was now able to add pictures to the Chairman's Report and that he continued to update the website.

i. **Community Speed Watch:** Cllr. Cooper informed the Council that he had received an email from the Essex County Fire & Rescue Speed Watch Co-ordinator concerning phase 2 of the return to Speed Watch activities, however, due to some of the restrictions being imposed, the St Osyth group would not be participating.

OM-20-140 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having joined the meeting at 8.35 pm, Cllr. Goggin gave an overview of the following:
- i) The request by the County Council to voluntarily place the County into a Tier 2 Lockdown, and the assessment of Dr Mike Gogarty that the R rate would be at a level within 7-10 days that even if the County Council did not volunteer to be placed into Tier 2, it would be forced to do so by the Government.
 - ii) That, hopefully, by volunteering to be placed in a Tier 2 Lockdown, the County Council would avoid the tougher restrictions of Tier 3.
 - iii) That he had funding by way of a Locality Grant, which in the case of St Osyth would see a minimum of £2,000.00 being available for any projects within the Parish. Cllr. Goggin gave examples of how other Town and Parish Councils in his Ward had utilised the funding, which included:
 - a) Brightlingsea Town Council – a Happy to Chat Bench.
 - b) Great Bentley Parish Council – a new Village Gate.
 - c) Alresford Parish Council – a new Speed Sign.

OM-20-141 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

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

The Trustees of the Almshouses met on the 15th September. This was the first meeting held since the lockdown.

At this meeting the Annual Accounts for the Almshouses were presented and approved and are now available for public scrutiny. Our investments have been affected by Covid19 and the subsequent uncertainty of the Stock Market. Our investments were valued on the 31st March for our accounts and since then there has been an increase in value. The Almshouse Charity has experienced an expensive year as we have replaced four front doors and carried out extensive roof repairs at Clacton Road. This work has now been completed and John gave a very comprehensive report on the work at our last meeting.

The works on the roof highlighted two areas of concern which entailed extra expensive work that had to be carried out.

The flower baskets placed under the windows had caused considerable damp along the front of the building and remedial waterproofing and repainting had to be undertaken. The Trustees have therefore taken the difficult decision not to replace the flower baskets.

Another major repair that arose from the roof works was the need to replace the guttering along the whole front section of the building. The old guttering had fractured, and it had separated into two parts causing leaks.

The Trustees considered the request to permit the installation of the Christmas lights which are usually attached to the Almshouses and decided unanimously that permission could not be granted.

The extra cost of this unscheduled work was £1878.00.

These were both difficult decisions to make and they were discussed at length but as Trustees we felt that as these are such old buildings then we must do everything that we can to preserve them. We were hopeful that other arrangements could be made for the flower baskets to be placed at other sites and that the lights could be installed in such a way that the village would still benefit from them.

- b. **St Osyth Playing Field Charity:** The Chairman reminded Councillors of the need to visit the pavilion on 20th October 2020, for which the Clerk would forward points raised during the inspection of the pavilion by the Chairman, Cllr. Thomas, the Clerk and Community Warden. The Chairman continued that having discussed the Management Plan with Cllr. Thomas, it had been agreed that it would be beneficial to have a meeting with the Chairman and other officers of Elmnden Rovers Youth Football Club, on a date to be confirmed.
- c. **Point Clear Community Association:** Cllr. Blockley informed the Council that with the exception of the Post Office and the snooker room, Dumont Hall was not being used.
- d. **Village Hall Management Committee:** Cllr. Thomas informed the Council that a number of groups including a model railway club, cheerleaders and Zumba had started to use the hall again. Cllr. Thomas continued that a Quarterly Meeting was to have been held, however, as it could not be decided whether the meeting should be virtual or in person, it had been postponed. Cllr. Thomas reported that during a recent conversation with a member of the Management Committee, she had been informed that had it not been for the Parish Council moving into what had been the snooker room, the Village Hall would have folded through lack of income.
- e. **St Osyth Priory & Parish Trust:** The Chairman reported that the Trust had been awarded £75,400.00 by the Culture Recovery Fund for Heritage to make the proposed modular building Covid Safe, to provide educational visits and to subsidise coaches for school visits.

OM-20-142 CASUAL VACANCY:

The Clerk informed the Council that having been instructed by the District Council to fill the casual vacancy by way of co-option, an advert had been placed in the Parish magazine, however, there had been no written expression of interest as requested. The Clerk continued that a second advert would be placed in the November edition of the Parish magazine with a deadline of 20th November 2020 for the submission of written expressions of interest.

OM-20-143 ASSISTANCE TO THE CLERK:

The Clerk informed the Council that the assistance being provided by Karen Clarke, albeit only for 4 hours per week, was relieving a considerable amount of pressure on him.

OM-20-144 PREPARATION OF THE MANAGEMENT PLAN:

The Chairman thanked Committees, Working Parties and individual Councillors for their respective input towards the Management Plan, the draft of which she would begin on 19th October 2020.

OM-20-145 PLANNING CONSULTATION – PLANNING FOR THE FUTURE:

The Clerk reminded the Council that having received several responses from members of the Council in respect of the Ministry for Housing, Communities & Local Government (MHCLG) ‘White Paper’ consultation for Planning for the Future consultation, he would prepare a response on behalf of the Council.

OM-20-146 POINT CLEAR BAY:

The Chairman informed the Council that a planned meeting between herself, Cllr. Kelly and representatives of the Orchards Holiday Park, had taken place on 14th October, having been cancelled on 3 separate occasions, pending the receipt of a Land Registry map, which was required to show areas of identified land in the Title Register for Point Clear Bay.

- a. The Chairman added that there was a willingness on the part of the new General Manager, Grant Ewens, to move matters forward.
- b. That whilst the chalets were privately owned, the land surrounding them was owned by the Orchards Holiday Park, which Grant Ewens admitted was a lot of responsibility on the part of the Holiday Park.

OM-20-147 SMALL CLAIMS COURT:

Cllr. Blockley reported that a County Court Judgement (CCJ) had been prepared against one of the former allotment holders, who had yet to acknowledge any correspondence. Cllr. Blockley added that the former tenant had one month in which to make payment, after which the CCJ would come into force.

Cllr. Blockley confirmed that a second former tenant of the allotments was continuing to pay the Council via BACs.

OM-20-148 ELMDEN ROVERS YOUTH FOOTBALL CLUB:

The Chairman reported that Elmden Rovers Youth Football Club had featured in an article in the local paper, and that there were a lot of positive comments from residents about the club. The Chairman continued that during the last home fixtures, there had been in the region of 100 vehicles parked on The Bury.

- a. The Chairman reminded the Council that a meeting (via Zoom) was to be arranged between herself, Cllr. Thomas, the Clerk and the Chairman and other officers of Elmden Rovers Youth Football Club, on a date to be confirmed.

OM-20-149 SECURITY PATROLS OF COWLEY PARK:

The Chairman informed the Council that she had requested a monthly report from Community Guard regarding their patrols of Cowley Park and the pavilion. The Clerk added that despite a number of requests he had yet to receive a report, although having spoken to the Head of Security, it had been confirmed that patrols were taking place. The Clerk concluded that he would ensure that a report was received for the November meeting.

OM-20-150 CHRISTMAS LIGHTS:

The Clerk informed the Council of the suggestion that shops and businesses, and possibly houses, in the centre of the village be encouraged to decorate their windows and/or shop fronts to bring festive cheer to the village. The Clerk continued that it had been suggested that a prize be given to the best decorated frontage.

- a. Cllr. White reported that the lights above the NISA Local were illuminated every evening. The Clerk was requested to liaise with the owner of the shop.
- b. The Chairman and Cllr. Thomas suggested that it would be good to have a Christmas tree on the The Bury.
- c. A conversation ensued as to whether the Almshouses should be included. Cllr. White commented that as the Charity had recently spent in the region of £40,000.00 on repairing the roof, which included new barge boards and guttering, he considered it unlikely that the Charity would agree to have Christmas lights placed on the properties. Cllr. Sinclair suggested that she might speak to the occupants of the Almshouses to see whether they would be willing to decorate their respective windows.
- d. **RESOLVED:** That the Parish Council fund a prize for a competition for the best decorated shop or business in the centre of the village, and that the Finance Committee investigate the matter further. The motion was proposed by Cllr. Quy and seconded by Cllr. Lockwood.

OM-20-151 PARISH ISSUES:

The Clerk reported that he had either contacted or written to various organisations/agencies, dealing with matters in the Parish, including:

- a. Tendring District Council regarding a property in St Clairs Road.
- b. Essex County Council regarding a property in Spring Road.
- c. Essex Police, Essex County Council, Tendring District Council and DVLA regarding the parking of SORN vehicles in Dumont Avenue.

OM-20-152 FURTHER MATTERS:

- a. The Chairman informed the Council that following information from the Clerk that there were only 14 vacant plots within the Cemetery, the remaining 100 all being pre-purchased, there was a need for all members of the Council to visit the Cemetery to view aspects such as access and the layout of the new area. The Chairman continued that she had hoped to arrange the visits to take place in November, however, the pending implementation of a Tier 2 Lockdown meant that the visit of Councillors would have to take place as soon as possible. The Chairman concluded that the Clerk would brief all Councillors during the visits, with any comments being referred to the Cemetery Committee for consideration.
- b. Cllr. Thomas informed the Council that the tree outside of 160 Point Clear Road was in need of cutting back, as a number of the branches were hitting double decker buses as they passed underneath. The Clerk reported that a number of trees along Point Clear Road had been reported to Essex Highways.

- c. Cllr. White reported that a lorry parked along Colchester Road, from which the Vehicle Identification Number (VIN) had been removed, was illegally parked. The Clerk stated that he was aware of the vehicle, which had been reported to both Essex Police and the North Essex Parking Partnership (NEPP).
- d. The Chairman informed the Council that due to social distancing there was unlikely to be a Remembrance Day service ending in the laying of wreaths at the War Memorial, there would be some form of service at the Church.
- e. Cllr. Lockwood informed the Council that refusal of Planning Application 20/00152/FUL, land at the rear of 172 Point Clear Road, refused by the District Council, was now going to Appeal.
- f. Cllr. Lockwood enquired as to whether the blocked drains along the Causeway had been reported, as water was pooling in the road whenever there was an overspill of a high tide from the creek, or when there was heavy rain. The Clerk confirmed that the drains had been reported.
- g. Cllr. Talbot informed the Council that having been in hospital for 21 days, Marjorie would be returning home tomorrow, Friday 16th October 2020.

There being no further business the meeting was closed at 9.45 pm.

The date of the next meeting was set for 7.00 pm on Thursday 20th November 2020.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting
held on Thursday 15th October 2020**

| | | |
|-------------|--------------------------------------|--------------------------------|
| OM-20-132 | Planning Appeal | Clk to represent the Council |
| OM-20-135 c | Beach Erosion | Council to discuss at Nov Mtg |
| OM-20-135 c | Temporary Closure of Footpath 29 | Council to discuss at Nov Mtg |
| OM-20-136 a | Funding Request | Finance Committee to review |
| OM-20-139 e | ECC Tree Initiative | Cllr. French to provide photos |
| OM-20-142 | Casual Vacancy | Clk to action |
| OM-20-144 | Preparation of Management Plan | Chairman to action |
| OM-20-144 | Planning for the Future Consultation | Clk to action |
| OM-20-148 | Meeting with Elmden Rovers FC | Chairman to arrange meeting |
| OM-20-149 | Patrols of Cowley Park | Clk to obtain monthly report |
| OM-20-150 | Christmas Decoration Competition | Clk to action |
| OM-20-150 c | Decoration of Almshouses | Cllr. Sinclair to action |
| OM-20-152 a | Visit of Councillors to Cemetery | Chairman to action |

Signature: *Signed on Original*
SW Grantham
Chairman