



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held via Zoom on Thursday 18th March 2021 at 7.00 pm

PARTICIPANTS: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. Anna Bloskiey
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 the meeting at 7.30 pm & 8.20 pm following a TDC meeting)

Cllr. Alan Goggin, Essex County Councillor

MINUTES: Neil Williams

PUBLIC PRESENT: None

OM-20-241 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 21/00248/FUL.

OM-20-242 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	21/00043/DETAIL Mr I Harris Land at rear of 98 Point Clear Road St Osyth	Reserved matters for 17/01079/OUT for proposed erection of 2 no. detached single storey bungalows with associated garaging and parking. No objections.
b.	21/00160/TCA Absolute Tree Services 30 Point Clear Road St Osyth	1 No. Acacia/Robinia - fell. The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.
c.	21/00161/FUL Haven Leisure Limited Orchards Holiday Village Colne Way Point Clear Bay	Proposed installation of arrivals lodge with associated infrastructure and ancillary landscaping works. No objections.
d.	21/00248/FUL Conrad Payne (St Osyth Priory & Parish Trust) Land adjacent to the Garden Cottage Colchester Road, St Osyth	Proposed temporary retention (3 years) of building for use as an Education Centre and local Museum No objections.

OM-20-243 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 12th February 2021 to 5th March 2021.
- b. Correspondence from the District Council with regards to the Regulation 16 Consultation update in respect of the Alresford Parish Council Neighbourhood Plan.
- c. Correspondence on behalf of St Osyth Parish Council to the Planning Inspectorate in respect of Planning Appeal APP/P1560/W/20/3257853 (TDC 20/00035/FUL) Land south of Bypass Road and North of Colchester Road, St Osyth.
- d. Correspondence from Tendring District Council in respect of the issue of a Planning Contravention Notice in respect of 3 Wall Street, Lee over Sands, St Osyth

OM-20-244 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Cllr. Goggin thanked the Council for allowing him to present his report at the beginning of the meeting. He subsequently gave an overview of the following:
 - i. That at the meeting of the Local Highways Panel (LHP) earlier that day, the Outline Design for Safety Improvements to the Crossroads had been approved by the Panel.
 - a) Cllr. Goggin explained that the design, funded by the Parish Council had taken into account factors such as the potential flooding of adjacent properties, impact on buses and caravan transporters were a central raised platform to be installed.
 - b) He continued that £30,000.00 had been allocated to the project for completion in financial year 2021/2022. By way of a shared screen, Cllr. Goggin then talked Councillors through the proposed scheme, which would see the installation of:
 - i) Speed cushions on all four approaches to the crossroads.
 - ii) The repositioning of some existing road markings.
 - iii) Additional lighting on the Bury (opposite St Osyth Butchers).
 - iv) The installation of bollards outside of the Butchers.
 - v) The removal of an existing parking space in Clacton Road.
 - c) The Chairman expressed concern at the apparent omission of pedestrian safety in the vicinity of the Hoy, which had been raised in the Feasibility Study carried out by Ben Cook, BMJC Consulting Ltd, on behalf of the Parish Council, before requesting the views of Councillors:

- i) Cllr. Blockley shared the concern of the Chairman in respect of the lack of pedestrian safety, adding that the Feasibility Study had suggested the widening of the footway around the Hoy.
- ii) Cllr. French stated that he was pleased with the design, especially the inclusion of the speed cushions, which in his opinion worked well to reduce the speed of traffic.
- iii) Cllr. Cooper stated that at first glance the plan looked good, however, the omission of pedestrian safety around the Hoy was paramount.
- iv) Cllr. Kelly reiterated the concerns of other Councillors in respect of pedestrian safety. Cllr Kelly subsequently enquired as to whether the Parish Council would, now the project had been approved, receive a refund of its funding of the initial design. Cllr. Goggin confirmed that it would not.
- v) Cllr. Lockwood enquired as to why pedestrian crossing points had not been included in the design. Cllr. Goggin explained that in order for a crossing point to be installed, the road had to be wide enough to accommodate a central island, which was not possible on any of the 4 approaches to the crossroads.
- vi) Cllr. Goggin informed the Council that the primary aim of the design was to slow traffic as it negotiated the crossroads, which in turn would improve safety for both drivers and pedestrians.
- vii) Cllr. Lockwood enquired as to whether consideration had been given to those using mobility scooters, such as the inclusion of dropped kerbs. Cllr. Goggin responded that he would have to check with the design team.
- viii) The Chairman requested that the Parish Council be provided with the measurements of the speed cushions and whether they could be moved if necessary.
- ix) The Chairman suggested that as the Parish Council had requested that pedestrian safety be one of the main considerations for any improvements to the crossroads, the Highways Working Party should review the design and that the Clerk should annotate the design with any dropped kerbs. The Chairman added that the Highways Working Party would also liaise with Tom Eng, Essex Highways Liaison Officer.
- x) Cllr. Blockley enquired as to when the funding for the improvements would be available. Cllr. Goggin stated that funding would be available as of 1st April 2021. Cllr. Goggin reported that Essex County Council had increased the LHP budget to £7.2m over the next 3 years, which would see the budget increase from £370,000.00 to £570,000.00 per year.

- xi) The Chairman stated that the Parish Council was very grateful to Cllr. Goggin for his support.
- b. That another project approved by the LHP was the reduction of the speed limit along part of the B1027, in the vicinity of Westwood Park from 60 mph to 40 mph.
 - c. That the Locality Grant scheme, which had funded the 'Happy to Chat' bench and the installation of the K-barrier was to be repeated in 2021/2022.
 - d. That the repairs to the footway in Mill Street were scheduled for 1st April 2021.
 - e. That with the exception of a 1.5% increase for Social Care, there would be no increase to the County Councils rates for 2021/2022.
 - f. Cllr. Goggin concluded by informing the Council that he would be more than willing to talk through the crossroads design with any Councillor should they wish to discuss it further.

Cllr. Goggin left the meeting at 7.45 pm.

OM-20-245 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting (held via Zoom) of 18th February 2021 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. Thomas and seconded by Cllr. Cooper. All agreed.

OM-20-246 SUMMARY OF ACTION:

- a. OM-20-232 c ii. The Clerk informed the Council that having discussed the dog waste bin in St Clairs Road at the previous meeting, he had, earlier that day been informed by Cllr. Sinclair that it had not been emptied. He continued that he had reported it and that hopefully it should have been emptied by now. Cllr. Sinclair confirmed that it had not, to which the Clerk responded that he would liaise with the District Council.
- b. OM-20-238 c i. The Clerk informed the Council that he had written to Essex Highways regarding the gritting of Beach Road but that he had yet to receive a response.
- c. OM-20-238 c vii. The Clerk informed the Council that he was in the process of drafting a letter to the District Council with regards to Occupancy Permissions/ Restrictions in respect of Bel Air Chalet Estate.
- d. OM-20-239 a vi. The Clerk reminded the Council that as requested at the previous meeting, Cllr. Goggin's report had been displayed for Councillors during the meeting.
- e. OM-20-240 b. The Clerk reminded the Council that the subject of Climate Change had been included on the agenda for discussion during the meeting.

OM-20-247 PUBLIC PARTICIPATION: None

OM-20-248 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from Tendring District Council in respect of the Essex County Council (Tendring District) (Covid-19 E-Scooter Trial) 2021.
- b. Correspondence on behalf of St Osyth Parish Council to Bourne Leisure with regards to Surface Water Drainage in Point Clear Bay.

OM-20-249 FINANCE:

- a. Approval of payments for February 2021, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:

Current a/c	£100,846.37
Deposit	£53,243.15

OM-20-250 REPORTS FROM COMMITTEES:

- a. **Cemetery Committee:** The Minutes of the meeting of 2nd March 2021, 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.
 - i. Cllr. Sinclair informed the Council that the Committee had agreed an increase to the Cemetery fees, with amounts ending with the figure 5 being rounded up e.g. a fee of £175.00 would be rounded up to £180.00.
 - ii. **RESOLVED:** That the Council ratify the recommendation of the Cemetery Committee to increase fees for 2021/2022, as recommended by the Cemetery Committee at its meeting on 2nd March 2021, under reference C-20-094 e. The motion was proposed by Cllr. French and seconded by Cllr. Talbot. All agreed.
 - iii. Cllr. Sinclair informed the Council that the Clerk had been requested to write to the relatives of a particular plot within the Cemetery, which had recently been decorated with coloured gravel.

OM-20-251 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman reported that the flowers in the barrier baskets near the Social Club had died.
- b. **Highways Working Party:**
 - i. The Chairman informed the Council that the Clerk had written to Essex Highways to enquire whether the Devolution Grant scheme was to continue in 2021/2022, but that no response had been received as yet.

- c. **Martin's Farm Country Park:** The notes of the meeting of 2nd March 2021, having been previously circulated, the Chairman invited questions from those present.
 - i. Cllr. Lockwood reported that there were posts on social media that Adders had been sighted at the Country Park. The Chairman requested that Cllr. Lockwood confirm the location, after which the Community Warden would check whether the warning signs were still in place.
- d. **Playground, Youth & Open Spaces Working Party:** The notes of the meeting of 9th March 2021, having been previously circulated, the Chairman invited questions from those present to Cllr. Ward, in her capacity as Chair of the Working Party. None were forthcoming.

OM-20-252 DESIGN FOR SAFETY IMPROVEMENTS TO THE CROSSROADS:

Having re-joined the meeting at 7.55 pm, Cllr. Goggin addressed the Council with regard to the next stage for the improvements to the crossroads, which would be a Public Consultation. Cllr Goggin enquired as to whether he had the approval of the Council to proceed to the next stage.

- a. Cllr. Grantham stated that she would rather the Highways Working Party discuss the plan and liaise with Tom Eng about the omission of pedestrian safety in the vicinity of The Hoy before the scheme went to Public Consultation.
 - i. Cllr. Goggin stated that in itself was part of the consultation, and that any delay could impact on the progression of the scheme.
 - ii. The Chairman reiterated that the Council would rather discuss the matter further with Tom Eng, especially as the Council had originally requested pedestrian safety be part of the improvements.

Having listened to the view of the Chairman, on behalf of the Council, Cllr. Goggin left the meeting at 8.07 pm.

OM-20-253 REPORTS FROM REPRESENTATIVES:

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for January 2021.
 - 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:** The Chairman reported that the restrictive K-barrier had been installed along Footpath 29. The Chairman continued that the Council had since received comments, both in favour of and against the installation of the barrier.

- c. **Benches & Litter Bins:** Cllr. Ward reported that the 'Happy to Chat' bench was to be installed on the green between Eastern and Western Promenades, Point Clear Bay, set back from the Public Footpath, and that both Cllr. Goggin and the Management of the Orchards Holiday Park were in favour of this location.
- 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:

TDALC meets again next Wednesday by Zoom, organised by Robert Taylor, but once again we have no Clerk next week and Janet Russell (our retired Secretary) is coming back for next week's meeting.

The Essex Association of Local Councils met this morning by Zoom. The meeting dealt with the budget and next year's draft, but the most time was spent on the Constitutional changes, which were rejected at last year's AGM because not enough time had been allowed for debate at individual Town and Parish level. We had a good discussion, and all the main points were agreed for submission to this year's AGM.

The statistics on membership of authorities in Essex was interesting. There are 274 Authorities, Towns and Parishes all affiliated to the Essex Association. That is listed at 99% but I think the odd 1% is a technical glitch. The Association received £82,432 in subscriptions and collected £48,107 for NALC, the National Association. I think this is the only County Association in England to have all its Towns and Parishes in membership. Jane Gardener Deputy Police, Fire and Crime Officer made an interesting comment that, probably due to lockdown, crime in Essex had fallen with 17,800 fewer crimes than last year.

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

- i. Cllr. Talbot gave the following report:

The District Council had a Full Council meeting last Tuesday using 'Microsoft Teams'. It was the meeting at which the Council Leader delivers the speech on the 'State of Tendring.' This year it was circulated in advance. The meeting endorsed a series of amendments to the Council's Constitution, the result of a working Party set up by Cllr. Carlo Guglieimi.

The Council endorsed a proposal, supported by the Planning Chairman John White, to change the order of speakers when a development application is being held in public in front of the Committee. Previous practice was to allow the Developers Agent to speak last and the chance to challenge anything said was lost as others had already spoken. In future the local Council Member for the Ward concerned will speak last and can then challenge any assertion by the developer that he/she may think is wrong. This is a good change.

We also went forward with a new protocol to cover relations between the Cabinet and the two Scrutiny Committees. This is something that needs a careful watch over, to see how it works in practice.

The Council also considered a report following a member motion, on the effect of firework displays and isolated occasions where fireworks are used on animals. Its motion suggested some control should be exercised by the Council, but after much investigation it was decided that the Council had very little power in this area to influence matters and could only offer guidance.

- h. **Website:** Nothing to report.
- i. **Community Speed Watch:** Cllr. Cooper reported that Speed Watch activities were due to commence on 29th March 2021, however, due to a number of restrictions and expectations being put on the Volunteers, the St Osyth group would not be carrying out Speed Watch for the time being.

OM-20-254 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Nothing to report.:
- b. **St Osyth Playing Field Charity:**
 - i. Cllr. Thomas informed the Council that together with the Chairman, Clerk and Community Warden, she would be compiling a list of repairs/ jobs required at the pavilion and Cowley Park. The Chairman added that the aim was to prepare a Consultation Paper for consideration by the Council.
 - ii. The Clerk informed the Council that he had not received a report from Community Guard.
 - iii. The Clerk reported that the rewiring of the pavilion had been completed and that in addition to some cosmetic work, the contractor would be completing an Electrical Safety Condition Report, after which the pavilion could be used again.
- c. **Point Clear Community Association:** Cllr. Blockley reported that following a recent medical condition, the future of the Secretary was unknown at this time.
- d. **Village Hall Management Committee:** The Clerk reported that the new notice board has been installed.
- e. **St Osyth Priory & Parish Trust:** The Chairman reported that the Trust had appointed an Education Manager, and that it was hoped to start school visits towards the end of May or beginning of June.

OM-20-255 ANNUAL PARISH MEETING:

- a. The Chairman reminded the Council that due to Coronavirus the 2020 Annual Parish Meeting had been cancelled, and that the Clerk had confirmed that the Council did not have to hold an Annual Parish Meeting.

The Chairman continued that it was the recommendation of the Clerk, supported by herself, that the Parish Council did not hold an Annual Parish Meeting this year.

- b. The Clerk reminded the Council that whilst The Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police & Crime Panel Meetings) (England and Wales) Regulations 2020 had removed the requirement for an Annual General Meeting of the Parish Council until May 2021, it had also been the view of NALC that Annual Parish Meetings were subject to Government guidance as defined in the 2020 Regulations.
- c. The Clerk continued that Paragraph 14 (1) of Schedule 12 of the Local Government Act 1972 required the Parish Meeting to assemble annually between 1st March and 1st June (inclusive), and that the 2020 Regulations were only applicable until 6th May 2021. The Clerk subsequently narrated Paragraph 3.1 of the Local Council Administration (12th edition), part of which stated:

Every parish has a parish meeting consisting of the electors in that parish. Such meetings take place annually. Many parishes do not hold such meetings and there is no sanction for not holding such meetings.
- d. The Chairman enquired as to whether Councillors agreed with the recommendation of the Clerk, and if a meeting were to be held, when would it be held, as currently it would have to be facilitated via Zoom.
- e. **RESOLVED:** That the Annual Parish Meeting for 2021 be cancelled. The motion was proposed by Cllr. Ward and seconded by Cllr. Thomas. All agreed

OM-20-256 ANNUAL PARISH REPORT:

The Chairman stated that whilst the Council had agreed to cancel the Annual Parish Meeting, she did think that the Council should publish the Annual Parish Report. The Chairman continued that the Clerk would notify Councillors of the requirements and that as it was intended to publish the Report for inclusion in the May edition of the Parish magazine, submissions would be required by 9th April 2021.

OM-20-257 PREPARATION FOR RETURN TO FACE-TO-FACE MEETINGS:

- a. The Clerk reminded the Council that the 2020 Regulations had allowed for virtual meetings, but that as of 7th May 2021, the regulations would cease to permit the continuation of virtual meetings. The Clerk continued that further guidance was expected and that a number of Authorities and Associations were set to challenge the decision not to continue with virtual meetings.
- b. Cllr. White stated that he had remained in the virtual District Council meeting until the end and that the subject of virtual meetings had been raised. He stated that the Chief Executive had reported that nothing had been agreed by the Government, which was under pressure to extend the 2020 Regulations, until at least June 2021.

OM-20-258 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:

- a. The Chairman reminded the Council that having followed the procedure for a Casual Vacancy, after which several adverts had been displayed on the Councils notice boards and published in the Parish magazine, only 2 residents had expressed an interest in being Co-opted. The Council had subsequently decided to delay the co-option until such time as the Council and candidates could meet in person, only for another lockdown to be instigated.
- b. The Chairman continued that the 2 candidates had been informed of the reason for delay, however, since then a further 3 residents had approached either the Chairman or Clerk, expressing interest at being co-opted.
- c. The Clerk stated that it would be prudent to readvertise the vacancy to ensure maximum publication. The Chairman added that if the Parish Council were in agreement an advert could be included in the June edition of the Parish magazine, as by that time it was hoped there would be further guidance on face-to-face meetings.
- d. **RESOLVED:** That the Parish Council readvertise the vacancy of a Councillor, to be filled by co-option. The motion was proposed by Cllr. Kelly and seconded by Cllr. Ward. All agreed

OM-20-259 ALTERATIONS TO THE CEMETERY ENTRANCE:

By way of a shared screen, the Clerk produced photographs of the recent improvements to the car park and alterations to the entrance of the Cemetery, during which time he explained the works which had been undertaken, including the reduction in height of the hawthorn trees to the north of the entrance.

The Chairman thanked all who had been involved, including Cllr. Ward, who had helped with the spreading of the gravel.

OM-20-260 MAINTENANCE OF PARISH STREET SIGNS:

The Chairman reminded Councillors that their respective lists of street signs were required by 9th April 2021, so that she could prepare a list of signs to be inspected by Alan Howard, Tendring District Council Engineering Operations Assistant Manager.

OM-20-261 FTTP ULTRAFAST BROADBAND:

Cllr. Lockwood informed the Council that having followed up enquiries with OpenReach, it had been ascertained that there were no plans to introduce fibre to the premises (FTTP), as the area was deemed as being not affluent enough.

OM-20-262 TENDRING DISTRICT COUNCIL CLIMATE CHANGE ACTION PLAN:

At the request of the Chairman, Cllr. Talbot addressed the Council on the subject of Climate Change, about which he had, in his capacity as the District Council Portfolio Holder for Environment & Public Space, written to all Town and Parish Councils in Tendring.

- a. Having given an overview of the rationale behind the introduction of the District Councils Climate Change Policy, implemented following the declaration of a climate emergency in 2019, Cllr. Talbot added that he did not want to be seen to tell Councils what they should do, but rather to encourage continued awareness and discussion of climate changes and its impact.

- b. Cllr. Talbot continued that possible suggestions included:
 - i. Alternating between physical and virtual meetings.
 - ii. Encouraging car sharing.
 - iii. The use of electronic agendas.
 - iv. The installation of solar panels on new builds.
 - v. The inclusion of electric car charging points on new builds.
 - vi. The inclusion of Climate Change on agendas.
- c. Cllr. Lockwood suggested that Councillors should look at the local area and consider all options regardless of how radical.
- d. The Chairman stated that Climate Change would be a reoccurring agenda item as of April 2021, and that any suggestions for discussion be forwarded to the Clerk ahead of the meeting.

OM-20-263 REPORTS FROM REPRESENTATIVES:

- a. **District Councillor's Report:** Cllr. White gave the following report.
 - i. That at the end of the Special Members Briefing earlier that evening, it had been reported that Tendring had the highest suicide rate in the country, with Colchester and Harlow being the second and third highest respectively.
 - ii. That the Planning Inspector who had overseen the Local Plan was now writing up her report. Cllr. White added that Gary Guiver, TDC Planning Policy Manager had presented the plan incredibly well, and that it was hoped the plan would be approved within the next few months.
 - iii. That the Planning Committee had, at its meeting of 17th March 2021, approved the development of a 27-hectare solar farm at Wix and Ramsey, which would produce some 17½ megawatts a day; the equivalent of the 5 wind turbines at Earls Hall Farm.

OM-20-264 PARISH ISSUES:

- a. The Clerk reminded the Council that he was in the process of drafting a letter to the District Council with regards to Occupancy Permissions/Restrictions in respect of Bel Air Chalet Estate.

OM-20-265 FURTHER MATTERS:

- a. Cllr. Quy reported that a number of residents who owned dogs had approached her, expressing concern at the appearance of markings outside of their properties, which was often a sign of properties having been marked by people intending to steal dogs.
 - i. The Chairman enquired as to whether the matter had been reported to the Police. Cllr. Quy stated that as far as she was aware it had.

- ii. Cllr's French and Lockwood commented that it was a subject which was rife on social media. Cllr. Thomas reported that she would forward an email from the Police, Fire & Crime Commissioner for Essex, about the theft of dogs to Cllr. Quy.
 - iii. Cllr. Lockwood suggested that the problem was compounded by the fact that some people used similar markings to indicate that there were no dogs at a particular property, and it was therefore deemed suitable for burglary.
- b. Cllr. French reported that he had been approached by a resident who had enquired as to who was responsible should a wheelie bin be blown into the road, resulting in damage or injury to a passing vehicle or pedestrian respectively. Cllr. Talbot suggested that it would not be the Council, as the resident would be deemed as being responsible for the care of the bin.
 - c. Cllr. Lockwood reported that there were numerous complaints on social media about the appearance of St Osyth Beach, was deemed an eyesore following the recent works on the sea defences by the Environment Agency. Cllr. Lockwood added that he would try to visit the area to obtain some photographs.
 - d. Cllr. Quy requested that another sign be placed on the bend in Dumont Avenue near the play area, as cars and camper vans were beginning to park along the road again, restricting visibility for drivers. The Chairman stated that she would ask the Community Warden to assess the problem.
 - e. Cllr. Sinclair requested clarification as to whether the Council would have the opportunity to liaise with Essex Highways with regards to the crossroads before it went to consultation. The Chairman suggested that the issue of pedestrian safety around The Hoy had been overlooked, due in part to the project being rushed, given that the Parish Council had paid for the scheme in October 2020, but that the engineer had not carried out the assessment until early February 2021. The Chairman continued that the reason why the Parish Council had funded the scheme was to ensure that it would be ready for submission to the LHP for inclusion in 2021/2022.
 - i. Cllr. White stated that he fully endorsed the stance of the Chairman with regards to the need to liaise with Essex Highways prior to the Council agreeing to the Public Consultation.
 - f. Cllr. Thomas informed the Clerk that a mobile catering vendor continued to trade outside of the NISA Local, Point Clear Road on Friday and Saturday nights. The Clerk stated that he would refer the matter to the District Council.

There being no further business the meeting was closed at 9.25 pm.

The date of the next meeting was set for 7.00 pm on Thursday 15th April 2021.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting
held on Thursday 18th March 2021**

OM-20-244 a i c ix	Crossroads Design Scheme Pedestrian Safety	HWP to review & liaise with Essex Highways
OM-20-246 a	St Clairs Road Dog Waste Bin	Clk to liaise with TDC
OM-20-258 c	Co-option of a Councillor	To be included in June edition of Parish magazine
OM-20-262 d	Climate Change	Clk to include on April agenda
OM-20-265 a ii	Dog Thefts	Cllr. Thomas to fwd email
OM-20-265 c	St Osyth Beach Sea Defences	Cllr. Lockwood to provide photographs
OM-20-265 d	Parking on Dumont Avenue	C/W to assess
OM-20-265 f	Mobile Catering Vendors	Clk to liaise with TDC

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