



**ST OSYTH PARISH COUNCIL**



**Minutes of the Ordinary Meeting of the Council  
held at the Village Hall, St Osyth  
on Thursday 17<sup>th</sup> June 2021 at 7.00 pm**

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

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.15 pm)

Martin Walsh (Responsible Financial Officer) (arrived at 7.35 pm)

**APOLOGIES:** Cllr. Pat Quy

**MINUTES:** Neil Williams (Parish Clerk)

**PUBLIC PRESENT:** Three

**OM-21-038 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. Kelly declared a Non-Pecuniary Interest in respect of Planning Applications 21/00713/FUL, 21/00740/LUEX and 21/00831/LUEX.

Cllr. Grantham declared a Non-Pecuniary Interest in respect of Planning Application 21/00786/LBC.

**OM-21-039 PLANNING APPLICATIONS:**

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a.	21/00635/OUT Mr & Mrs Greig Martins Grove Frowick Lane St Osyth	Proposed outline permission to construct 25 boarding kennels with ancillary storage and cleaning space.  No objections.
b.	21/00713/FUL Mr Deadman Tudor Restaurant 1 Seaview Terrace Point Clear Bay	Proposed demolition of existing restaurant building and replace with 1.5 storey restaurant. Ground floor to contain restaurant and food preparation area and first floor ancillary storage area to restaurant.  No objections.

c.	21/00740/LUEX Mr A Goode 1 North Wall Point Clear Bay	<p>Lawful Development Certificate for the commencement of planning permission TEN/97/1533 for the demolition of existing house and the construction of a new house.</p> <p>The Parish Council objects to this application, as despite the approval of planning application 97/01533/FUL on 22<sup>nd</sup> January 1998, which resulted in the demolition of the existing property later that year, there is no evidence to suggest that the applicant has ever made any attempt to build on what is now a derelict site.</p> <p>The original planning permission having expired in 2003, without any development as stipulated in Condition 1 of Schedule 2 of the approved application having taken place, the Parish Council would question how a Lawful Development Certificate could be issued, as there is no existing lawful use or development in place. Nor is there any evidence that planning permission is not required.</p>
d.	21/00786/LBC Mr Jeskins St Osyth Historical Society St Osyth Priory The Bury St Osyth	<p>Re-open original opening in Colchester Road Wall, form gate opening and install oak gate of ledged, boarded and lattice-braced form similar to the gate from the Rose Garden onto the Bury.</p> <p>No objections.</p>
e.	21/00798/LBC & 21/00799/FUL Messrs R.A T.R D.R & A.I Sargeant St Osyth Priory The Bury St Osyth	<p>Proposed change of use of the historic buildings to form function/wedding venue with supporting kitchen/serving facilities and guest accommodation with associated works and construction of a new car park.</p> <p>No objections.</p>

**OM-21-039a PUBLIC PARTICIPATION:**

- a. A member of the public addressed the Council in respect of Planning Application 21/00831/LUEX, stating that:
  - i. The application submitted by Lichfields on behalf of Bourne Leisure Ltd was inaccurate as the application claimed an existing use, when it was actually an existing use, building work or activity in breach of a condition.

- ii. That although the application form was marked to indicate that the certificate being sought for use was not in breach of a condition or limitation, there was such a condition to prevent the gates being used as anything other than an emergency access and that they were to remain locked at all times.
- iii. That the application stated that the gates were in continuous use, however, the camp was closed for a period of approximately four months each year.
- iv. That the gates were only used for access, as lorries did not enter through the gates to unload/load as the area was not big enough to accommodate them. The lorries were therefore unloaded on the road and the goods manhandled through the gates. This was a dangerous practice as it left little room for passing traffic and pedestrians to get past on what is technically a public footpath, without any pavements.

f.	<p>21/00831/LUEX          Bourne Leisure Ltd          Orchards Holiday Village          Colne Way, Point Clear Bay</p>	<p>Proposed continued use as required of the gates on Mersea Road to provide entry/egress to an area for any purpose associated with the use and/or operation of The Orchards Holiday Park.</p> <p>The Parish Council strongly objects to this application on the basis that in accordance with Condition 8 of Schedule 2 of planning application 01/01548/FUL, approved on 30<sup>th</sup> October 2001, which states:</p> <p><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 any goods. The gates shall otherwise be kept closed at all times.”</i></p> <p>an assurance was given by Bourne Leisure that all deliveries would be internal. By using the emergency gates for deliveries Bourne Leisure remains in breach of planning permission.</p> <p>It is noted that in the covering letter dated 11<sup>th</sup> May 2021, the applicant’s agent states:</p> <p><i>“This CLEUD application seeks confirmation of the lawfulness of the use of the gates on Mersea Road to provide access into the Orchards Holiday Park for any purpose connected with The Orchards Holiday Village.</i></p>
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*The gates have been used for access and deliveries to the Orchards Holiday Village for at least 12 years, and this is evidenced by the accompanying material. The date given on the application for the "beginning "of the use is given as 06 November 2006."*

The Parish Council would question the validity of this statement, when the management team of the Orchards have themselves confirmed that the site is closed between 1<sup>st</sup> December and 1<sup>st</sup> March of the following year, and that the only staff present during this time are security staff.

Given that any breach of condition must be continuous during a period of 12 months, it is deemed disingenuous at best to suggest that deliveries occur 12 months of the year, when the site is closed for 3 months.

The frequent unloading of heavy goods vehicles, deliveries from which are taken into the Orchards via the emergency gates, takes place on Footpath 25, a recognised Public Right of Way. It is also worthy of note that in response to a previous planning application for the variation of Condition 8 of 01/01548/FUL (19/01767/FUL refers) which was subsequently withdrawn by the applicant, Essex Highways stated:

This proposal is only acceptable if the access is strictly for emergency vehicle use only.

It is recommended that the proposed emergency exit, fire engine and goods delivery access off Eastern Promenade is amended for strictly emergency vehicle use only and not goods vehicle deliveries. The Parish Council would also put forward the statement that the use of the gates has been challenged for the past 10 years.

The Parish Council would also request that if the Planning Officer is minded to approve this application, the matter be brought to the attention of the respective District Councillors and referred to the Planning Committee.

		In view of the comments above, the Parish Council objects to this application.
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Two members of the public departed the meeting at 7.35 pm.

g.	21/00869/FUL Mr & Mrs Green 77 Dumont Avenue, St Osyth	Proposed rear extension and roof alteration works to form gable.  Whilst the Parish Council has no objections to the extension itself, Councillor's did object to the works to create a balcony, which it is presumed would overlook the properties either side of the applicants.
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**OM-21-040 FINANCE:**

At the request of the Chairman, the Clerk and Responsible Financial Officer (RFO) gave an overview of the Internal Audit and Annual Governance & Accountability Return respectively.

a. **Internal Audit:**

The following documentation as directed by the Internal Auditor, on 19<sup>th</sup> May 2021 was received:

- i. Internal Audit Report for 2020/2021 - Accepted  
**RESOLVED:** That the Council accept the Internal Audit Report for 2020/2021. The motion was proposed by Cllr. Thomas and seconded by Cllr. Kelly. All agreed.
- ii. Scope of Internal Audit for Parish & Town Councils - Agreed  
**RESOLVED:** That the Council agree the Scope of Internal Audit. The motion was proposed by Cllr. Ward and seconded by Cllr. French. All agreed.
- iii. Audit Plan - Approved  
**RESOLVED:** That the Council approve the Audit Plan. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Thomas. All agreed.

b. **End of Year Results:**

Having been previously circulated, the Council agreed the end of year figures as approved by the Independent Internal Auditor on 19<sup>th</sup> May 2021, in preparation for submission of the report to the Audit Commission:

- i. Accounting statements & Annual Governance Statement.  
**RESOLVED:** That the Council agree the Accounting Statements & Annual Governance Statement. The motion was proposed by Cllr. Kelly and seconded by Cllr. French. All agreed.
- ii. Balance Sheet for Year Ending 31<sup>st</sup> March 2021.  
**RESOLVED:** That the Council agree the Balance Sheet for Year Ending 31<sup>st</sup> March 2021. The motion was proposed by Cllr. Blockley and seconded by Cllr. Cooper. All agreed.

- iii. Supporting Reserves Reconciliation as at 31<sup>st</sup> March 2021.  
**RESOLVED:** That the Council agree the Supporting Reserves Reconciliation as at 31<sup>st</sup> March 2021. The motion was proposed by Cllr. Thomas and seconded by Cllr. Ward. All agreed.
- iv. Trial Balance for Current Year.  
**RESOLVED:** That the Council agree the Trial Balance for Current Year. The motion was proposed by Cllr. Blockley and seconded by Cllr. Ward. All agreed.
- v. Bank Reconciliation Statement as at 31<sup>st</sup> March 2021.  
**RESOLVED:** That the Council agree the Bank Reconciliation Statement as at 31<sup>st</sup> March 2021. The motion was proposed by Cllr. Ward and seconded by Cllr. Sinclair. All agreed.
- vi. Income & Expenditure Account for Year Ending 31<sup>st</sup> March 2021.  
**RESOLVED:** That the Council agree the Income & Expenditure Account for Year Ending 31<sup>st</sup> March 2021. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Blockley. All agreed.

c. **Annual Governance & Accountability Return:**

- i. **RESOLVED:** That the Council approve the Annual Governance Statement for 2020/2021, and that the Chairman and Clerk sign the relevant document. Both the Chairman and Clerk duly signed the Annual Governance Statement for the Year Ending 31<sup>st</sup> March 2021. The motion was proposed by Cllr. White and seconded by Cllr. Lockwood. All agreed.
- ii. **RESOLVED:** That the Council approve the Accounting Statements for 2020/2021, and that the Chairman and RFO sign the relevant document. Both the Chairman and RFO duly signed the Accounting Statements for the Year Ending 31<sup>st</sup> March 2021. The motion was proposed by Cllr. Lockwood and seconded by Cllr. Talbot. All agreed.

The Chairman expressed the gratitude of the Council to the RFO and Clerk for their work and preparation for the Internal Audit.

The RFO subsequently departed at 8.15 pm.

**OM-21-041 PLANNING CORRESPONDENCE:**

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 14<sup>th</sup> May 2021 to 4<sup>th</sup> June 2021.
- b. Correspondence from WHP Telecoms Ltd with regards to the installation of a 5G mast at Beach Road, Bel Air Chalet Estate.
- c. Correspondence from The Longfield Solar Farm Team with regards to the Longfield Solar Farm Project, Chelmsford. The Clerk informed the Council that following concerns expressed by a resident at the previous meeting he had contacted the District Council, who had confirmed that there were no applications relating to a solar farm in St Osyth.

**OM-21-042 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Annual General Meeting of the Council of 20<sup>th</sup> May 2021 be verified for accuracy by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. Talbot and seconded by Cllr. Kelly. All agreed.

**OM-21-043 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of 20<sup>th</sup> May 2021 be verified for accuracy by the Council and signed by the Chairman as a true and accurate record. The motion was proposed by Cllr. White and seconded by Cllr. French. All agreed.

**OM-21-044 SUMMARY OF ACTION:**

- a. OM-21-026 c ii. The Clerk informed the Council that Cllr. Goggin would provide an update on the use of Frowick Lane by heavy goods vehicles, following the complaint by a member of the public at the previous meeting.
- b. OM-21-027 e. The Clerk informed the Council that he had forwarded details of the Bradwell B Project to Cllr. White.
- c. OM-21-030 b ii. The Clerk informed the Council that the Chairman would report on the use of Footpath 25 during the meeting.
- d. OM-21-030 c ii. The Clerk reported that Andrew Brown, Essex County Council Landfill Restoration Manager, was seeking guidance from the County Councils legal department with regards to the control of dogs at Martin's Farm Country Park.
- e. OM-21-031 a iii. The Clerk informed the Council that having contacted the Environment Agency with regards to mud being left along the B1027, it had been confirmed that it was not as a result of vehicles from Wellwick Wharf.
- f. OM-21-031 c. The Clerk informed the Council that the leaning sign along Footpath 7 had been reported to Essex Highways.
- g. OM-21-031 d. The Clerk informed the Council that the subject of the crossroads bench would be included on the July agenda.
- h. OM-21-031 f. The Clerk reminded Councillors that they were to consider locations for the suggested Commemorative Trees.
- i. OM-21-032 b ii. The Clerk reminded Councillors that the pavilion consultation having taken place on 8<sup>th</sup> June, the subject would be discussed later in the meeting.
- j. OM-21-033 e. The Clerk informed the Council that meetings to discuss the Outline Design for Safety Improvements to the Crossroads, had taken place on 25<sup>th</sup> May and 15<sup>th</sup> June respectively, and that the subject would be discussed under a separate agenda item during the meeting.
- k. OM-21-033 f i. The Clerk reminded Councillors that he had forwarded the PowerPoint presentation of the crossroads to all members of the Council.

- l. OM-21-033 f ii. The Clerk informed the Council that the installation of kerbs would be covered when the Council discussed the crossroads later in the meeting.
- m. OM-21-033 f v. The Clerk informed the Council that the minimum distance of the kerb from the steps of the butchers would be covered when the Council discussed the crossroads later in the meeting.
- n. OM-21-035. The Clerk informed the Council that he had drafted a Freedom of Information request, which he had submitted to the Chairman earlier that evening.
- o. OM-21-036 d. The Clerk informed the Council that he had written to the District Council Climate Change Officer, requesting dates when the latter would be able to meet with the Council.
- p. OM-21-037 b. The Clerk informed the Council that the layout of the meeting was compliant with Covid-19 guidelines.
- q. OM-21-037 c. The Clerk informed the Council that he had written to the District Council with regards to mobile catering vendors.
- r. OM-21-037 d. The Clerk informed the Council that he had yet to write to the owner of NISA Local regarding the litter outside of the Point Clear store.
- s. OM-21-037 e. The Clerk informed the Council that he had drafted a letter to Essex Highways concerning the condition of St Clairs Drive, which he had submitted to the Chairman earlier that evening.

**OM-21-045 FINANCE:**

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

Current a/c	£145,922.73
Deposit	£53,831.33
- c. The Clerk referred to the question raised by Cllr. Kelly, during the meeting of 20<sup>th</sup> May 2021, during which she had enquired as to the amount entered under reference PIS4. The Clerk stated that the sum of £1,430.00 related to Cemetery income.
- d. Cllr. Ward enquired as to the refund of fees totalling £510.00. The Clerk stated that the refund related to the collection of fees on behalf of the Allotment Association, which had been transferred to the Association.

**OM-21-046 REPORTS FROM COMMITTEES:**

- a. **Finance Committee:** The Minutes of the meeting of 9<sup>th</sup> June 2021, having been previously circulated, the Chairman invited questions from those present. None were forthcoming.

The Chairman subsequently gave an overview of the following:



- i. That she had met with a contractor to discuss the renovation of several historic graves in the Cemetery, however, there was a need for the surrounding yew trees to be cut back even more to facilitate the work. The Chairman added that she was to liaise with the tree surgeon to discuss the additional cutting back.
- ii. That having instructed a local tree surgeon to fell two decaying elm trees in the Willow Plantation, which were close to several properties, the latter had informed the Chairman that given the condition of the trees he was reluctant to undertake the work. The Chairman continued that the tree surgeon had subsequently recommended another contractor, who having assessed the trees, had informed the Chairman that a crane would be required to complete the work, and that access would be needed to the Primary School playing field.
  - a) The Chairman informed the Committee that as a result of an unrelated incident within the Willow Plantation, she had met with a tree surgeon employed by BTS, who had been felling trees which had connected with the power lines. The Chairman stated that when she had raised the issue of the decaying elm with the BTS tree surgeon, the latter had agreed to assess the elm trees and whether the felling could be accomplished without the use of a crane, prior to providing a quotation.
- iii. That having spoken with Mr Peter Tidy, who had recently carried out work at the Cemetery, including the replacement of the polycarbonate window panels, painting of the window frames, repairs to the masonry and cleaning of the windows prior to replacing the panels, about the possibility of a donation to the Royal British Legion, the latter had suggested that the money be used instead for the planting of a Commemorative Tree to mark the Queens Platinum Jubilee in 2022.
- iv. That given the additional responsibility taken on by the Clerk in the absence of another member of staff, the Finance Committee had recommended that the Clerk be moved up an additional point of the NJC/NALC salary scale.

**RESOLVED:** That the Council endorse the recommendation of the Finance Committee of 8<sup>th</sup> June 2021, that the Clerk be awarded an additional point on the NJC/NALC salary scale. The motion was proposed by Cllr. Ward and seconded by Cllr. Thomas. All agreed.

  - a) The Chairman subsequently narrated a letter from the Clerk, thanking both the Finance Committee and the Council.

**OM-21-047 PUBLIC PARTICIPATION:**

- a. A member of the public expressed concern at what they considered to be a deterioration in the upkeep of the village, including:
  - i. The length between the grass cuts.
  - ii. The number of trees which were overhanging pavements.
  - iii. The condition of roads, especially St Clairs Drive, about which nothing could or had been done in the past 2 years.

- iv. The increase in low flying aircraft over the village, one of which had been so low, that the resident had been able to see the pilots face.
- b. The Chairman informed the resident that an article had been included in the latest edition of the Parish magazine, giving advice as to which Council (Parish, District or County) was responsible for specific services, and that the resident should contact the Clerk during working hours for further advice. The resident subsequently thanked the Chairman.

The third member of the public departed the meeting at 8.35 pm.

#### **OM-21-048 CORRESPONDENCE:**

The following correspondence was noted:

- a. Correspondence from a resident regarding development in Point Clear.
- b. Correspondence from several holders of Grants of Exclusive Right of Burial with regards to removal of items from the Cemetery.
- c. Correspondence from a resident with regards to what was considered a Breach of Protocol on behalf of the Parish Council in respect of the submission of an objection to a planning application. The Clerk stated that this would be listed on the agenda for the July meeting, to be discussed as a separate item.

#### **OM-21-049 REPORTS FROM COMMITTEES:**

- a. **Cemetery Committee:** The Minutes of the meeting of 25<sup>th</sup> May 2021, having been previously circulated, the Chairman invited questions from those present to Cllr. Sinclair, in her capacity as Chair of the Cemetery Committee.
  - i. Cllr. Thomas enquired as to whether the Great Parish Clean Up was likely to go ahead, as it had been the intention of the Committee to inform those attending the event of the formation of the Friends of St Osyth Cemetery.

#### **OM-21-050 REPORTS FROM WORKING GROUPS:**

- a. **Blooms in St Osyth:** The Chairman reported that together with Tom South, Absolute Tree Services and John Wright, who had formerly worked in the Post Office, the Clerk had, at 6.30 am that morning, put up the hanging baskets.
- b. **Highways Working Party:** The Chairman informed the Council that a meeting had taken place on 16<sup>th</sup> June 2021, and that the notes would be received at the next meeting.
- c. **Martin's Farm Country Park:** The notes of the meeting of 18<sup>th</sup> May 2021, having been previously circulated, the Chairman invited questions from those present.

- i. The Chairman confirmed that as previously mentioned by the Clerk, Andrew Brown, Essex County Council Landfill Restoration Manager, would be having a meeting with the County Councils legal department, during which the subject of the control of dogs would be discussed.
  - ii. Cllr. Thomas enquired as to when the grass was likely to be cut. The Chairman confirmed that it had been cut earlier that day.
- d. **Playground, Youth & Open Spaces Working Party:**
- i. The Chairman reminded the Council of the pending Public Open Spaces Contribution of approximately £21,995.00 from the development at Pump Hill, which due to the contribution being index linked has increased to approximately £30,000.00. The Chairman continued that the District Council had requested payment of the original amount on 11<sup>th</sup> June 2021, and that the developer had 3 weeks in which to pay. The Chairman stated that TDC had been requested to release the funds as soon as possible following receipt, so that the Parish Council could proceed with the installation of play equipment at Priory Meadow, hopefully before the summer holidays. The Chairman concluded that the difference between the original and the revised contribution would be paid upon the sale of all the properties.

#### **OM-21-051 REPORTS FROM REPRESENTATIVES:**

- a. **Essex County Council:** Having arrived at 8.15 pm, Cllr. Goggin gave an overview of the following:
  - i. That he had been appointed as the Vice-Chairman of the Tendring District Local Highways Panel (LHP).
  - ii. That following technical advice, the proposal to relocate the bus stop at Flag Hill had been withdrawn.
  - iii. That funding for the resurfacing of Footpath 5 had been approved.
  - iv. Cllr. Goggin then gave an overview of the LHP budget, which having originally been set at £395,000.00 per individual panel, had been increased to £7.2m. This meant that each panel would now receive an additional £200,000.00 per year. Of the £595,000.00 allocated to the Tendring LHP for 2021/2022, £406,000.00 had already been committed, £189,000.00 had been allocated with projects totalling £283,000.00 awaiting funding.
  - v. Cllr. Goggin gave examples of projects recently approved, including the installation of a zebra crossing, at a cost of £78,000.00, outside Colne Community School and College, Brightlingsea, which was part of an overall project of £4.8m.
  - vi. That the footway in Mill Street had been damaged again. The Chairman informed Cllr. Goggin that a resident of Mill Street had confirmed that the damage had been caused because of heavy goods vehicles driving over the pavement whilst turning.

The resident had also stated that the vehicles were not just those accessing the development on West Field. Cllr. Goggin suggested that the use of bollards could be considered.

- b. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for April 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.
- c. **Footpaths:** No report given.
- d. **Benches & Litter Bins:** Nothing to report.
- e. **Planters:** Nothing to report.
- f. **Tree Warden:** Cllr. French reported that he had discussed the planting of Commemorative Trees as part of the Essex Forest Initiative (EFI) with Aleksandar Bogdanov, Essex County Council Environment Project Officer, who had offered support to the Parish Council. The Chairman suggested that it be an agenda item at the August meeting.
- g. **Tendring District Association of Local Councils (TDALC):**  
Cllr. Talbot gave the following report:

The AGM of TDALC had been held on Wednesday 26<sup>th</sup> May 2021. Our new Clerk/Secretary, Dr. Ben Newman-Wright, was at his first meeting. We re-elected Robert Taylor as Chairman and Linda Belgrove as Vice-Chairman. Frank Belgrove was elected to be our Highways representative. I was re-elected as our EALC Executive member.

Lynda McWilliams, who is TDC's representative, gave a report on TDC meeting arrangements, which are now being held face to face. I reported on my Climate Change circulars to Towns and Parish Councils, the second one going out that same afternoon, asking all 27 authorities to let me know via Tim R. Clarke, of any action they have taken in response to my letter of 13<sup>th</sup> February. One question related to planning rules preventing the refusal of an application on Climate Change grounds. Danny Bottrell (Little Clacton), said the government should act. I said that I would seek a discussion on this at the next EALC meeting with a view to seeking changes in planning rules.

Complaints received about the proposed car rally causing extra exhaust fumes were discussed. The meeting drew to a close, and I expressed my personal thanks and welcomed Ben as our new Clerk, giving thanks to Robert for keeping us going between Clerks. The meeting finished at 9.04 pm.

The Essex Association last met by Zoom 13<sup>th</sup> May which I reported last month. The next meeting is not until next month on 15<sup>th</sup> July.

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

**i. Cllr. Talbot gave the following report:**

Last night John and I attended, by using Microsoft Teams, an 'All Member Briefing' which are wholly held to INFORM members and NOT to make decisions. 39 people were present online.

Roger Hirst, Police, Fire and Crime Commissioner for Essex, was our main speaker, addressing the proposed policing priorities for 2021 to 2024. Roger gave a very good presentation speaking about many aspects, including that staff numbers were up, adding that he now had 570 new staff, but allowing for normal losses of staff around 1,000 bodies have needed to be engaged, even then the Police was only just above the number of officers 6 or 7 years ago. He was asked about a return to foot patrols walking the Streets but said police policy was that whilst he had fond memories of those days, the foot patrol could not catch offenders in cars, bikes, or scooters. He was also told how the loss of a police presence at Town and Parish Council meetings was greatly regretted.

Roger's section overran so it was chop, chop, for Anastasia Simpson, TDC Assistant Director of Partnerships, to speak about the Summertime Plan, assisted by Mike Carran, TDC Assistant Director, Economic Growth and Leisure, and Leanne Thornton, TDC Safer Communities Manager, who said she has 8 persons who are Community Ambassadors. They answer calls for help, and she presented statistics for all Tendring Districts. I noted that from St Osyth, they received 32 calls on various issues and made 66 visits to homes. She also said that together with John Fox they had checked for Covid compliance at two major events. One an open-Air Boxing Event, organised I think she said by a school group, and the other was Clacton Pier, where many reports had been received about noncompliance. Staff had checked and will continue to check events such as these.

A question about the difference between the expression 'Beach Patrol' and 'Beach Wardens' was asked. Mike Carran said that our Beach Patrols, are 15 fully qualified personnel in Life Saving, First Aid, At Sea Rescue and all the duties required, whereas Beach Wardens are unqualified persons there to aid the public with any advice needed and to keep their eyes open to any potential problems and report them on to the patrols.

**ii. Cllr. White gave the following report:**

That he had in his capacity as a member of the Rotary Club, who manned the car parks for the Clacton Air Show, been informed that there would be no air show this year, although there would be a fly past, on both days on which the air show would have been held, by the Red Arrows and The Battle of Britain Memorial Flight, in addition to other aircraft.

Cllr. White added that the District Council had suggested that there would be the same number of people in attendance as there would be if the air show were actually to take place.

Cllr White then reiterated the work of the Community Ambassadors, who on 32 occasions out of 66, whilst attending a call in St Osyth, had needed assistance from the Police. Cllr. White concluded by informing the Council that to date of the 1,615 cases dealt with by the Community Ambassadors, either the Police or other agencies had been requested as support whilst dealing with an incident.

- i. **Website:** Nothing to report.
- j. **Community Speed Watch:** Nothing to report.

#### **OM-21-052 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:**

- a. **St Osyth Almshouse Charity:** Cllr. Sinclair reported that there was a vacancy which would be advertised in the next edition of the Parish magazine.
- 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 school visits were underway, and the children were having a great time.

#### **OM-21-053 SAFETY IMPROVEMENTS TO THE CROSSROADS:**

The Chairman gave a résumé on the site meeting of 15<sup>th</sup> June 2021, attended by herself and the Clerk, Cllr. Alan Goggin, David Gollop & Tom Eng, Essex Highways, Ben Cook, Independent Highways Consultant, and Adrian Carden, Essex Highways Safety Officer, at which the Outline Design for Safety Improvements to the Crossroads was discussed.

- a. The Chairman reminded Councillors that this was the third meeting at which the Outline Design for Safety Improvements to the Crossroads had been discussed, and that whilst it considered the issue of speeding, the Parish Council had always maintained that both driver and pedestrian safety needed to be addressed.
- b. The Chairman informed the Council that the suggested increase of the footway around The Hoy to a width of 90 cm was not possible. The Chairman continued that whilst it was accepted that the crossroads was non-compliant due to historical factors, any alterations to the crossroads, in terms of carriageway or footway, even on the grounds of what could be considered as safety improvements, would result in the crossroads being ruled as non-compliant.
- c. The Chairman stated that according to Essex Highways statistics, there had only been 3 incidents in 5 years, which had resulted in death or serious injury, and that one of those had been caused as a result of driving whilst unfit through drink or drugs.

- d. At the request of the Chairman, Cllr. Goggin informed the Council that any alterations to the existing footways outside of the butchers or the Post Office, and especially around The Hoy, would be non-compliant and therefore illegal. This, he continued, would result in Highways being liable for any incident resulting in injury to a pedestrian or motorist.
- e. At the request of the Chairman, the Clerk informed the Council that the absolute minimum width which Highways would accept for a footway was 1.2 metres.
- f. The Chairman reminded the Council that it had been agreed that any safety improvements to the crossroads could be incremental, therefore it was suggested that the recommendation of Essex Highways for the installation of speed cushions be accepted, with a view to consideration being given to additional improvements in the following years.
- g. The Chairman informed the Council that the suggestion of those members of Highways present at the meeting was that the junction should be resurfaced, new markings painted (using a specialist paint which was capable of lasting for 5 years) and that an additional cushion be placed near The Hoy, to move drivers towards the centre of the carriageway, thereby creating more room for pedestrians.
- h. Cllr. Goggin informed the Council that the funding was already secured and that subject to a consultation process, which would take a minimum of 2 or 3 months, the work could proceed.
- i. Following several questions from members of the Council, the Chairman stated that David Gollop was willing to meet with the Council to answer any questions or concerns which Councillor's might have.
- j. **RESOLVED:** That St Osyth Parish Council request that Essex Highways begin the consultation process in respect of the Outline Design for Safety Improvements to the Crossroads, with the effectiveness of the scheme to be evaluated after a year. The motion was proposed by Cllr. Thomas and seconded by Cllr. Ward. All agreed.

**OM-21-054 HIGHWAYS DEVOLUTION GRANT:**

Having requested suggestions for possible locations of footways to be repaired by way of the Highways Devolution Grant, the Chairman asked Councillors for submissions. As none were forthcoming, the Clerk informed the Council that as areas had been previously identified, these would be put forward for repair.

**OM-20-055 APPROVAL OF STANDING ORDERS:**

**RESOLVED:** Having been previously circulated, it was proposed by Cllr. Blockley and seconded by Cllr. Sinclair, that Standing Orders, as reviewed and recommended by the Finance Committee on 8<sup>th</sup> June 2021, be approved. All agreed.

**OM-20-056 APPROVAL OF FINANCIAL REGULATIONS:**

**RESOLVED:** Having been previously circulated, it was proposed by Cllr. Ward and seconded by Cllr. Kelly, that Financial Regulations, as reviewed and recommended by the Finance Committee on 8<sup>th</sup> June 2021, be approved. All agreed.

**OM-20-057 APPROVAL OF FINANCIAL RISK ASSESSMENT:**

**RESOLVED:** Having been previously circulated, it was proposed by Cllr. Thomas and seconded by Cllr. Blockley, that the Financial Risk Assessment, as reviewed and recommended by the Finance Committee on 8<sup>th</sup> June 2021, be approved. All agreed. The Chairman subsequently signed the Financial Risk Assessment.

**OM-21-058 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:**

The Clerk informed the Council that 6 residents, 2 of whom had previously applied, had expressed interest in the vacancy. The Clerk continued that he had forwarded applications to the remaining 4 but had yet to receive any completed applications. The Clerk confirmed that the closing date for applications was 25<sup>th</sup> June 2021, and that dependant on the number of applications received, candidates would be interviewed by the Council on a date as yet to be confirmed.

**OM-21-059 REVIEW OF OM-19-252:**

The Chairman reminded the Council of its decision of 23<sup>rd</sup> March 2020, that the Parish Council, in its capacity as Sole Trustee of St Osyth Playing Charity, should retain the cricket square at Cowley Park for a period of two years, so as to allow for anyone moving into the new properties within the village to re-establish a cricket club if the desire was there. The Chairman continued that to date there had been no expression of interest in reforming the cricket club, and that former members who were still playing had moved to other clubs.

- a. The Chairman informed Councillors that a former member of the cricket club had informed the Clerk and Community Warden that it would cost several thousand pounds to bring the cricket square up to the minimum standard, as the artificial bowling surface was in need of replacement. This cost did not include the ongoing maintenance required to keep the cricket square in the condition where it could, if booked, be played upon.
- b. The Chairman reminded Councillors of the meeting of 8<sup>th</sup> June 2021, during which Councillors had discussed the future use of Cowley Park, and that to maintain a cricket square in the hope that it would be used was not cost effective. The Chairman also reminded the Council that the sale of equipment such as the lightweight roller, 2 x mowers and other cricket related items, such as the screens would raise additional funds towards the maintenance of the pavilion. Cllr. White stated that he reluctantly agreed to the recommendation, given the history associated with the cricket club.
- c. **RESOLVED:** That St Osyth Parish Council rescind the decision of 23<sup>rd</sup> March 2020 (OM-19-252 refers) to retain the cricket square, and that the cricket square be removed and any cricket equipment likely to attract a buyer be sold. The motion was proposed by Cllr. Talbot and seconded by Cllr. Kelly. All agreed.

**OM-21-060 ALLOCATION OF LOCAL COUNCIL TAX SUPPORT SCHEME (LCTSS) GRANT TO ST OSYTH PLAYING FIELD CHARITY:**

The Chairman reminded the Council of the meeting of 8<sup>th</sup> June 2021, at Cowley Park, during which time the Clerk had given an overview of the financial position of the Playing Field Charity. The Chairman continued that during the meeting a suggestion had been made as to the use of the unexpected LCTSS grant of £3,908.00, which could be put towards the cost of repairs.



- a. The Chairman informed Councillors that during the meeting of the Finance Committee on 9<sup>th</sup> June 2021, members of the Committee had made a recommendation that the LCTSS grant be transferred to the Playing Field Charity, to help finance the repairs/ maintenance of the pavilion.

**RESOLVED:** That the Parish Council endorse the recommendation of the Finance Committee of 9<sup>th</sup> June 2021, that the unexpected LCTSS grant of £3,908.00, be transferred to St Osyth Playing Field Charity to put towards the cost of repairs/ maintenance of the pavilion. The motion was proposed by Cllr. Ward and seconded by Cllr. Sinclair. All agreed.

**OM-21-061 EXTERIOR MAINTENANCE OF COWLEY PARK PAVILION:**

The Chairman reminded the Council of the quotations received during the meeting of 8<sup>th</sup> June 2021, to discuss the repair/ maintenance of the exterior of the pavilion. At the request of the Chairman, the Clerk informed the Council that although the Community Warden had requested a detailed specification from one of the contractors in respect of the quotation provided, no such information had been received prior to the start of the meeting.

- a. The Chairman reminded the Council that the preferred option had been composite cladding, as opposed to hardiboard cladding. Following a discussion, during which time the Clerk provided samples of composite cladding Councillors enquired as to whether there were any buildings within a reasonable distance which had been cladded with a similar material. The Clerk stated that he would endeavour to find out.

- b. Councillors discussed the choice of colours available. Based on the colours of the samples provided by the Clerk, it was agreed that the cladding should be 'stone'.

**RESOLVED:** That the Parish Council accept the quotation of £21,184.46, provided by Kendall Facilities Management Ltd (KFML), for the cladding of the pavilion in stone coloured composite cladding, and that the Clerk liaise with KFML to confirm acceptance of the quotation. The motion was proposed by Cllr. Thomas and seconded by Cllr. Ward. All agreed.

**OM-21-062 FURTHER MATTERS:**

- a. Cllr. Kelly enquired as to whether the Clerk had received a response from Bourne Leisure with regards to the issue of surface water flooding. The Clerk stated that he had not.
- b. Cllr. Sinclair enquired as to whether the surgery in Church Square was likely to reopen. The Chairman and several Councillors confirmed that it was open.

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 15<sup>th</sup> July 2021.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting  
held on Thursday 17<sup>th</sup> June 2021**

OM-21-044 g	Crossroads Bench	Include on July agenda
OM-21-046 a i	Cutting Back of Yew Trees	Chairman to action
OM-21-048 c	Breach of Protocol	Include on July agenda
OM-21-051 a iv	Mill Street Pavement	Council to consider use of bollards
OM-21-051 f	Essex Forest Initiative	Include on August agenda
OM-21-058	Co-option Interviews	Council to agree date
OM-21-059	Removal of Cricket Square	Clk to action
OM-21-060	Transfer of LCTSS Grant	Clk / RFO to action
OM-21-061 b	Maintenance of Pavilion	Clk to action

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