



## ST OSYTH PARISH COUNCIL



### Minutes of the Ordinary Meeting of the Council held at the Village Hall, St Osyth on Thursday 15<sup>th</sup> July 2021 at 7.00 pm

**PRESENT:**

Chairman: Cllr. Alma Blockley  
Cllr's David Cooper, Ray French, Mandy Kelly, John Lockwood,  
Pat Quay, Michael Talbot, Michele Thomas, Julie Ward &  
John White

Cllr. Karen Sinclair (via Zoom – did not participate)

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.50 pm)

**APOLOGIES:**

Cllr. Sonia Grantham (Family Commitment)

**MINUTES:**

Neil Williams (Parish Clerk)

**PUBLIC PRESENT:** One

**OM-21-063 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 Application 21/01088/FUL.

**OM-21-064 PLANNING APPLICATIONS:**

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a.	21/00693/FUL Mr B Lowe 60 Mill Street St Osyth	Proposed extension to facilitate partial garage conversion (to a bedroom with ensuite).  No objections.
b.	21/00804/FUL Mr Benson 16B Clacton Road, St Osyth	Erection of single storey side extension.  No objections.
c.	21/00838/LBC Messrs R.A T.R D.R & A.I Sargeant St Osyth Priory The Bury St Osyth	Demolition of existing glasshouse and associated structures and repair/rebuilding of boiler house. Proposed conversion of and single storey extension to existing bothy; 2no. single storey new build buildings; repair and renew wooden gates; associated repairs to the listed structures and ancillary works including landscaping the courtyard.  No objections.

d.	21/00839/FUL Messrs R.A T.R D.R & A.I Sargeant St Osyth Priory The Bury St Osyth	Proposed creation of spa/treatment facility through the demolition of existing glasshouse and associated structures and repair/rebuilding of boiler house. Proposed conversion of and single storey extension to existing bothy to form a holiday let; 2no. single storey new build buildings to form holiday lets; repair and renew wooden gates; associated repairs to the listed structures and ancillary works including landscaping the courtyard.  No objections.
e.	21/00897/LBC Mr A Urquhart St Cleres Hall St Cleres Hall Lane St Osyth	Proposed replacement of first floor window in north elevation of west wing.  No objections.
f.	21/00974/FUL Park Holidays UK Ltd St Osyth Beach Holiday Park Beach Road St Osyth	Proposed demolition of existing buildings and the change of use of land for the stationing of static holiday caravans.  Given the number of caravans already in use, not only within St Osyth Beach Holiday Park, but the surrounding area in general, the Parish Council objects to the need for additional caravans detailed in this application.  There are concerns that increased capacity would bring yet more traffic through the centre of St Osyth, which is already struggling to cope with traffic, especially since Park Holidays have encouraged visitors to its Martello Tower Holiday Park to access the park via the bridge at St Osyth Beach, rather than having to drive through Jaywick.  The Parish Council also has concerns at the increasing level in crimes being attended by Essex Police in the St Osyth Beach area.
g.	21/01002/FUL Mr S McDonagh 2 Norwood Cottages Bentley Road St Osyth	Erection of two storey side and a single storey rear extension (following demolition of existing conservatory and two existing chimneys).  No objections.
h.	21/01033/TPO Mr Jamie Wicks Orchard Holiday Village Tower Estate Point Clear Bay	7 No. Broadleaf White Willow - remove.  The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.

i.	21/01045/TCA Tendring Tree Surgery Mill House 93 Mill Street, St Osyth	1 No. Walnut - reduce crown by 1.5-2 metres back to suitable growth points. 1 No. Sycamore - reduce crown by 2.5-3 metres and thin. 1 No. Spruce - Fell to ground level.  The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.
j.	21/01088/FUL Ms K Clare - Loud Architects 80 Norman Way Point Clear Bay	Erection of one-bedroom, pitched roof dwelling with car parking, amenity space and bin storage.  Whilst the Parish Council has no objections to the building of a property on the vacant plot, there are a number of issues which the Council would bring to the attention of the Planning Officer <ul style="list-style-type: none"> <li>• Access to the proposed parking space would result in the owner/ occupant driving over a grassed area, which retains water, especially during the winter months.</li> <li>• There is already an existing parking area 3 properties to the south of the proposed dwelling.</li> <li>• The first-floor windows in the eastern elevation will overlook the neighbouring single storey properties.</li> <li>• There is no evidence that as a new build, the property is 'flood resilient' which immediately raises concerns as to the issue of year-round occupancy.</li> <li>• That the Environment Agency has previously objected to the building of a new property on this plot, after the demolition of the former building, and laying of footings outside of the footprint of the original building.</li> </ul>
k.	21/01155/TCA Absolute Tree Services 7 Point Clear Road St Osyth	3 No. Conifers - remove, 1 Conifer Hedge - remove.  The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.

l.	21/01156/TCA Absolute Tree Services 14 Point Clear Road St Osyth	1 row of Conifers - reduce by 50%, 4 No. Willow - pollard, 1 No. Strawberry Tree - crown lift.  The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.
m.	21/00934/TELCOM CK Hutchison Networks (UK) Ltd Beach Road Bel Air Chalet Estate St Osyth	Erection of 18m Phase 8 Monopole with wrapround cabinet at base and associated ancillary works.  <b><i>Noted - For information only.</i></b>
n.	21/00980/TELLIC WHP Telecoms Ltd Beach Road Bel Air Chalet Estate, St Osyth	Proposed installation of 5G telecommunications for H3G UK.  <b><i>Noted - For information only.</i></b>

#### **OM-21-065 PLANNING CORRESPONDENCE:**

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 11<sup>th</sup> June 2021 to 11<sup>th</sup> July 2021.
- b. Correspondence from the Planning Inspectorate with regards to the dismissal of Appeal APP/P1560/W/20/3257853, Land South of Bypass Road and North of Colchester Road, St Osyth.
- c. Correspondence from Alpaca Communications concerning a proposal for a Solar Farm at Hartley Wood, St Osyth.

#### **OM-21-066 ALLEGED BREACH OF PROTOCOL:**

- a. A member of the public addressed the Council in respect of Planning Application 21/00351/FUL, and the Council's response, which the resident alleged to be a breach of protocol, in that the Council had submitted its response after it had been agreed that the application be deferred until a site visit had taken place.
  - i. The Clerk reminded all present that during the Ordinary meeting of 26<sup>th</sup> April 2021, the Chairman stated that the Council should, in fairness to the resident be made aware of the comments submitted by Essex Highways and had requested that the resident forward a copy of the Highways comments, which they stated that they had in their possession.
  - ii. The Clerk stated that as he did not receive a copy of the Highways comments, either during the Ordinary meeting or the following day, he moved ahead with asking Councillors for their comments, as having spoken with the Planning Officer, it had been established that the latest date by which the Parish Council could comment was Tuesday 4<sup>th</sup> May 2021. This was 3 days before the comments were submitted by Essex Highways on 7<sup>th</sup> May 2021.

- iii. The resident informed the Council that the Planning Officer had based their decision to refuse the application, based on incorrect information, for which the resident had received an apology. The Clerk responded by informing the resident of the Councils procedure for responding to planning applications, as well as dealing with complaints against himself and /or the Council.
- iv. The Clerk stated that having minuted the decision of the Council, the motion could not be revisited for at least 6 months, however, were the Council to receive a new or revised application from the District Council that would be a different matter, and the Council would be able to comment.
- v. Cllr. Thomas informed the resident that the Parish Council did not carry out site visits, and that the comment on the evening of 26<sup>th</sup> April had been that should any Councillor wish to view the site they could do so in passing.
- vi. Cllr. Talbot stated that the Parish Council was not a Statutory Consultee and that the District Council may or may not take into account comments submitted by the Parish Council, therefore, the decision to refuse the planning application was purely that of the District Council. He added that the resident had every right to raise concern with the District Council, however, to do so with the Parish Council would have no bearing on the decision of the Planning Officer.
- vii. The Clerk concluded that there had clearly been a misunderstanding during the meeting of 26<sup>th</sup> April 2021, which was unfortunate, as the Council had all been of the belief that Essex Highways had already submitted their response, and not as the resident had stated indicated their intent to submit their response.

**OM-21-067 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of 17<sup>th</sup> June 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. Thomas and seconded by Cllr. Lockwood. All agreed.

**OM-21-068 SUMMARY OF ACTION:**

- a. OM-21-044 g. The Clerk informed the Council that the damage to the crossroads bench was being dealt with by way of an Insurance Claim, and that it would if necessary be included on a future agenda.
- b. OM-21-046 a i. The Clerk informed the Council that the Chairman had actioned the cutting back of the yew trees surrounding the historic graves.
- c. OM-21-048 c. The Clerk reminded the Council the alleged Breach of Protocol had been discussed earlier in the meeting.
- d. OM-21-051 a iv. The Clerk informed the Council that the suggestion from a resident that a bollard or bollards be used to prevent heavy goods vehicles driving over the footway in Mill Street would be discussed by the Highways Working Party at its next meeting.

- e. OM-21-051 f. The Clerk informed the Council that the Essex Forest Initiative would be discussed at the next meeting of the Council.
- f. OM-21-058. The Clerk informed the Council that the co-option of a Councillor would be discussed later in the meeting.
- g. OM-21-059. The Clerk informed the Council that he was in the process of obtaining quotations for the removal of the cricket square at Cowley Park.
- h. OM-21-060. The Clerk informed the Council that the transfer of the Local Council Tax Support Scheme (LCTSS) funding to the Playing Field Charity was pending.
- i. OM-21-061 b. The Clerk informed the Council that he had received an amended quotation for the cladding of the pavilion with composite cladding as opposed to hardiboard type cladding, and that he was liaising with the contractor as to when work would commence.

**OM-21-069 PUBLIC PARTICIPATION:** None

**OM-21-070 CORRESPONDENCE:**

The following correspondence was noted:

- a. Correspondence from Cllr. Scott, Essex County Council Cabinet Member for Highways Maintenance and Sustainable Transport, with regards to the responsibility for maintenance of St Clairs Drive, St Osyth.
- b. Correspondence from Professor Graham Underwood with regards to the Essex Climate Action Commission.
- c. Correspondence from John Chatterton-Ross, Safer Roads Foundation with regards to the crossroads.
- d. Correspondence from a resident with regards to suggestions of how to improve the safety of the crossroads.

**OM-21-071 FINANCE:**

- a. Approval of payments for June 2021, as per the circulated lists were agreed by the Council.

- b. The following balances were noted and agreed:

Current a/c	£134,369.66
Deposit	£53,251.26

- c. The following observations/ comments were noted:

- i. Cllr. White enquired as to the payment of £1,891.87 to BHIB.

The Clerk stated that this related to the renewal of the Councils insurance policy.

- ii. Cllr. White enquired as to the payment made to John Savage.

The Clerk stated that this related to services undertaken by Mr Savage for the Council.

- iii. Cllr. White enquired as to the payments of £435.03 and £42.26 respectively to Siemens Financial Services Ltd.

The Clerk stated that these related to the lease and usage costs in respect of the photocopier. The Clerk subsequently gave a brief overview of how the charges were raised.

- iv. Cllr. White enquired as to the payments made to K Clarke and D Davies respectively.

The Clerk stated that the payment to K Clarke related to the assistance to the Clerk on Tuesday morning, whereas the payment to D Davies related to the opening and closing of the car park at Martin's Farm Country Park.

#### **OM-21-072 REPORTS FROM WORKING GROUPS:**

- a. **Blooms in St Osyth:** Cllr. Ward reported that the blooms were looking very nice.
- b. **Highways Working Party:** The notes of the meeting of 16<sup>th</sup> June 2021, having been previously circulated, the Clerk informed the Council that the meeting with David Gollop, Essex Highways Design Manager, to brief the Council on the Outline Design for Safety Improvements to the Crossroads, had been arranged for 11<sup>th</sup> August 2021. The Clerk continued that following the meeting with David Gollop, the Highways Working Party would meet with Tom Eng, Essex Highways Liaison Officer, to discuss a number of highways issues within the Parish.
- c. **Martin's Farm Country Park:** The notes of the meeting of 8<sup>th</sup> June 2021, having been previously circulated, the Chairman invited questions from those present. None were forthcoming.
- d. **Playground, Youth & Open Spaces Working Party:** The notes of the meeting of 29<sup>th</sup> June 2021, having been previously circulated, the Clerk informed the Council that the Working Party had suggested that funding from the Essex Council Community Initiatives Fund (CIF) be used towards the provision of outdoor gym equipment.
  - i. The Clerk informed the Council that following the meeting, he had been contacted by Cllr. Talbot, who had suggested that an application for funding via CIF could be made in respect of the pavilion.
  - ii. The Clerk stated that having contacted the Essex Association of Local Councils (EALC), it had been confirmed that provided the application did not relate to the same project, there was no reason why the Council could not submit 2 applications, one as the Parish Council for outdoor gym equipment, the other for the pavilion, with the application submitted by the Council in its capacity as the Playing Field Charity.

- iii. The Clerk concluded that whilst the initial date for the submission of CIF applications had been 5<sup>th</sup> July 2021, the window in which to submit applications had been extended to 14<sup>th</sup> August 2021.

### **OM-21-073 REPORTS FROM REPRESENTATIVES:**

- a. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for May 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 Clerk informed the Council that as a result of the recent weather conditions and unprecedented growth along the footpaths, in addition to problems concerning the availability of the contractors, he [the Clerk] had received numerous complaints. The Clerk continued those matters were now in hand.
- c. **Benches & Litter Bins:** Nothing to report.
- 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 has not met since our last meeting. The next meeting is scheduled for 28<sup>th</sup> July.

The Essex Association of Local Councils (EALC) met today using Zoom, since decisions on subjects for which Local Government law dictates must be made by Town or Parish Councils are with the remit of EALC and are for discussion only.

One topic discussed was that of the next Association AGM, scheduled to be held in Hylands House, Chelmsford on 23<sup>rd</sup> September, which will now be converted to a Zoom meeting. The same date has been booked for 2022. We decided on the details of the agenda for this year's Zoom meeting, which means that any Parish Council member who might be thinking of attending does not have to travel further than their sitting room.

We had a discussion on Essex County Councils "Nett Zero – Climate change for Essex", and a Zoom meeting scheduled for Tuesday 20<sup>th</sup> July, for which I already am registered.

We had a presentation from St Osyth's own Nick Shuttleworth, on behalf of the Rural Community Council of Essex (RCCE), of which he is Chief Officer. He spoke about the work they do and a vacancy they have on their board. If anyone is interested let him know formally.



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

i. Cllr. White gave the following report:

- a) That Section 1 of the District Councils Local Plan, which set the number of new build houses within the district to 550 per year, had been approved in January of this year. In April, Section 2 of the Plan, had been reviewed by 2 Planning Inspectors, who although satisfied with the Plan, had suggested ways in which it could be improved. Having made amendments to the Plan, the District Council had resubmitted Section 2, which the Inspectors had agreed could now proceed to the Public Consultation stage, in respect of Section 2 only. Cllr. White added that if the consultation went without any setbacks, it was hoped that the Local Plan would be in effect by the end of the year.
- b) That whilst there was no Air Show as such this year, there would be flypasts by the Red Arrows and The Battle of Britain Memorial Flight, which collectively would last about 45 minutes, on Thursday 26<sup>th</sup> and Friday 27<sup>th</sup> August 2021 respectively. Cllr. White continued that the new District Commander for Essex Police was anticipating more visitors due to this being one of only two coastal shows to take place this year.

ii. Cllr. Talbot gave the following report:

On Tuesday night, John and I attended a face-to-face meeting of the Full Council held in the Princes Theatre, where benches were set 2 metres apart, with individuals on the benches being 2 metres apart. A new microphone system was being tried out, which is particular to each member at their place. The Facebook link for the meeting showed the members name on screen to identify him. If the link works the meeting can be viewed at [<Full Council – 13 July 2021 at 7:30pm>](#) on the TDC website.

You will have read of problems with our Crematorium, where the actual cremators have failed on and off. These were brand new in 2015 and we, along with 20 other authorities, bought the new cremators from a company promising a full programme of maintenance. Unfortunately, the maintenance was never carried out to the agreed schedule and as we, along with other authorities chased the supplier, just as their business went bust. We are still, just about, keeping the service going, but Ipswich are taking over if our cremators fail. This, as you will understand, is a very high-profile issue.

We have, for the coming months, employed 8 new Seaside Ambassadors, who will be on patrol in the high-profile areas of Tendring, including beaches and who will have the power to issue Fixed Penalty Notices (FPN) for anti-social behaviour such as dog fouling, littering, fly tipping etc.

- h. **Website:** Cllr. Lockwood reported that he had created a 'news' area, in which he had included updates on the crossroads. Cllr. Lockwood stated that if any Councillor had anything which they felt should be the website, they should contact him directly.
- i. **Community Speed Watch:** Nothing to report.

#### **OM-21-074 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:**

- a. **St Osyth Almshouse Charity:** In the absence of Cllr. Sinclair, Cllr. White reported that there was a vacancy in one of the Almshouses, which would be advertised in the Parish magazine.
- b. **St Osyth Playing Field Charity:** The Clerk informed the Council that following a meeting with Elmnden Rovers Youth Football Club, it had been agreed that rather than invoice the club one month in arrears, a Standing Order was to be set up, which would see the Playing Field Charity receive a regular income each month. The Clerk continued that Elmnden Rovers were now booking the use of Cowley Park for 50 Sundays per year, with a week's break at Easter and Christmas respectively.
- c. **Point Clear Community Association:** Nothing to report.
- d. **Village Hall Management Committee:** Cllr. Thomas reported that the Village Hall Management Committee was scheduled to meet on Thursday 22<sup>nd</sup> July.
- e. **St Osyth Priory & Parish Trust:** No report given.

#### **OM-21-075 SAFETY IMPROVEMENTS TO THE CROSSROADS:**

In the absence of the Chairman, the Clerk reminded the Council that during 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 had been discussed, one proposal put forward by Adrian Carden, was for an additional speed cushion outside of The Hoy, the purpose of which would be to move drivers towards the centre of the carriageway, thereby creating more room for pedestrians.

#### **OM-21-076 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:**

The Clerk informed the Council that having received 4 applications, he had emailed candidates requesting their availability to meet with the Council in August 2021. The Clerk continued that once all 4 candidates had responded, he would discuss a suitable date for interviews with the Chairman, and that he would report further at the August meeting.

#### **OM-21-077 FURTHER MATTERS:**

- a. Cllr. Lockwood informed the Council that having recently driven through Hadleigh, he had observed 2 Community Speed Watch teams operating in that location.
- b. Cllr. Lockwood informed the Clerk that the overgrown bush along Point Clear Road had been cut back.

- c. Cllr. Quay informed the Council that Anglian Water had cut the grass at the entrance of their site on Dumont Avenue.
- d. Cllr. Kelly enquired as to who was responsible for the ground maintenance in front of the marshes at the rear of The Orchards Holiday Park. The Clerk stated that as far as he was aware the Environment Agency was responsible.

**OM-21-078 REPORTS FROM REPRESENTATIVES:**

- j. **Essex County Council:** Having arrived at 8.50 pm, Cllr. Goggin gave an overview of the following:
  - i. That the Local Highways Panel budget for 2021/2022, had increased by £200,000.00 to £595,000.00, of which £406,000.00 had already been committed. Cllr. Goggin added that at the recent meeting of the LHP, applications in respect of the Outline Design for Safety Improvements to the Crossroads and '20 is plenty' signs for Johnson Road, near the Primary School, had been approved.
  - ii. That at the recent Full Council meeting of Essex County Council, there had been 25 new Councillors present, and that the Council now had a 'rolling plan' which was updated every 7 days.
  - iii. That he would again be receiving funding by way of the Locality Grant.
  - iv. That having raised concerns over the condition of St Clairs Drive with Cllr. Lee Scott, Essex County Council Cabinet Member for Highways Maintenance and Sustainable Transport, the latter had confirmed that whilst he had every sympathy with the Parish Council and residents, Highways could not nor would not carry out repairs on unadopted roads, even those over which Highways Rights existed.

There being no further business the meeting was closed at 8.59 pm.

The date of the next meeting was set for 7.00 pm on Thursday 19<sup>th</sup> August 2021.

<b>Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 15<sup>th</sup> July 2021</b>		
OM-21-068 e	Essex Forest Initiative	Clk to include on August agenda
OM-21-072 b	Meeting with Essex Highways	Cllr's to attend
OM-21-076	Co-option Interviews	Clk to notify Council of date

Signature: *[Signed on Original]*  
 AME Blockley  
 Vice-Chairman