



# ST OSYTH PARISH COUNCIL

The Village Hall, Clacton Road, St. Osyth, Clacton-on-Sea, Essex, CO16 8PE

Tel: 01255 821447

E-mail: [clerk@stosyth.gov.uk](mailto:clerk@stosyth.gov.uk)

Web: [www.stosyth.gov.uk](http://www.stosyth.gov.uk)



Dear Councillor

## Notice of Ordinary Meeting of the Parish Council

I hereby give you notice that the Ordinary Meeting of St Osyth Parish Council will be held at St Osyth Village Hall at **7.30 pm on Thursday 18<sup>th</sup> August 2022**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

*Press and members of the public are invited to attend. Those members of the public who wish to speak during public participation are kindly requested to notify the Clerk of their intent prior to the commencement of the meeting.*

Dated 11<sup>th</sup> August 2022

*[Signed on Original]*

Neil Williams

Parish Clerk

### AGENDA / BUSINESS TO BE TRANSACTED

1. **Apologies for Absence**
2. **Members Declarations of Interest:**  
To receive any Pecuniary or Non-Pecuniary Interests for matters set out below
3. **Planning Applications** received and comments made thereon:

	<b>APPLICATION &amp; ADDRESS</b>	<b>APPLICATION DETAIL</b>
a.	<a href="#">22/00642/FUL</a> Mrs V Tierney Old Stocks, 162 Point Clear Road St Osyth	Proposed build of two semi-detached 3 bedroom bungalows.
b.	<a href="#">22/01061/FULHH</a> & <a href="#">22/01062/LBC</a> Mr & Mrs Cake 95 Mill Street, St Osyth	Proposed broadband box and demolition of prefab garage.
c.	<a href="#">22/01100/FUL</a> Mr & Mrs Hooper Land South of St Cleres Hall Cottages & St Cleres Hall Lane, St Osyth	Proposed erection of single self-build/custom build dwelling with access onto the highway.
d.	<a href="#">22/01120/LBC</a> & <a href="#">22/01121/FULHH</a> Ms H Carter High Birch Farmhouse High Birch Road, St Osyth	Proposed retention of stables and associated menage, mobile home/lodge as annex.

e.	<a href="#">22/01198/FUL</a> Mr R Smith Blue Sari Restaurant Heath Road, St Osyth	Proposed raising of existing restaurant roof to provide a new first floor accommodation for a self-catering holiday let apartment incorporating new first floor windows and a new side entrance at ground floor level. New bifold door opening to the rear of restaurant.
f.	<a href="#">22/01285/S106A</a> Megan Laffey – Devonshires Clinton Close St Osyth	Deed of variation under TCPA 1990 Section 106A of the terms of the Unilateral Undertaking (UU) dated 13th February 2002 linked to outline planning permission 97/00727/OUT - To insert an MEC to ensure properties can be valued at MV-STT (Market Value Subject to Tenancy).
g.	<a href="#">21/01585/FUL</a> T Eldridge 3 Eastern Promenade, Point Clear Bay	Proposed replacement dwelling following demolition.
h.	<a href="#">22/01231/TELLIC</a> Telefonica UK Ltd The Warren Cow Lane, Point Clear	Emergency installation of electronic communications apparatus.  <b><i>For information only – no comment required.</i></b>
i.	<a href="#">22/01233/HHPNOT</a> S Coleman Stella Nassau Road, St Osyth	Proposed single storey rear extension (Depth 6m, Maximum Height 2.9m, Eaves Height 2.9m).  <b><i>For information only – no comment required.</i></b>

Please note all applications can be viewed on the Tendring District Council website via the following link: <https://idox.tendringdc.gov.uk/online-applications/> and will also be available for viewing at the meeting.

#### 4. Planning Correspondence:

To hear correspondence in respect of Planning as listed:

- a. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 15<sup>th</sup> July 2022 to 5<sup>th</sup> August 2022 *encl 2*
- b. Letter of 2<sup>nd</sup> August 2022 from TDC to St Osyth Parish Council re approval of Retrospective Planning Application 22/00665/FUL
- c. Emails dated 5<sup>th</sup> August 2022 & 10<sup>th</sup> July 2022 respectively between an owner of a property on the Bel-Air Chalet Estate and TDC (copied to St Osyth Parish Council) re Winter Occupancy and crime related concerns in respect of the estate
- d. Letter of 7<sup>th</sup> August 2022 from St Osyth Parochial Church Council (PCC) to St Osyth Parish Council re Formal Notice of Intention to apply for Planning Permission for Development of St Osyth Parish Council Land

#### 5. Approval of Minutes:

To approve as correct the Minutes of the Ordinary Meeting of 21<sup>st</sup> July 2022 *encl 3*

#### 6. Matters arising from the Minutes of the Ordinary Council Meeting:

To receive an update on matters arising from the meeting of 21<sup>st</sup> July 2022

#### 7. Public Participation

#### 8. Correspondence:

To hear correspondence as listed (if applicable):

#### 9. Finance:

To approve cheques and payments, and receive balances as listed:

- a. Approval of cheques for July 2022 *encl 4*
- b. Balances
 

Current a/c:	£136,049.85	<i>encl 5</i>
Deposit:	£53,268.77	<i>encl 6</i>

**When giving their respective reports, Cllr's are reminded to adhere to the following times:**

**Parish Councillors – 2 Minutes**

**District Councillors – 3 Minutes**

**County Councillors – 5 Minutes**

**10. Reports from Committees:**

To receive (in draft format):

- a. To receive (in draft format) the Minutes of the Finance Committee meeting of 20<sup>th</sup> July 2022 *encl 7*
- b. To receive a verbal report on the Cemetery Committee meeting of 16<sup>th</sup> August 2022  
*notes to be received in September*

**11. Updates from Working Groups:**

To receive reports from the following (if applicable):

- a. Blooms in St. Osyth
- b. Highways Working Party
  - i. to receive a verbal report on the meeting of 16<sup>th</sup> August 2022 *notes to be received in September*
  - ii. to receive a report from the Clerk following repairs to the footways along Mill Street as part of the Highways Devolution Scheme
- c. Martin's Farm Park
  - iii. to receive notes of the site meeting of 28<sup>th</sup> June 2022 *encl 8*
- d. Playground, Youth & Open Spaces
  - i. to receive the notes of the meeting of 2<sup>nd</sup> August 2022 *encl 9*
    - a) to discuss the representation from Mr S Talbot to the Parish Council on 21<sup>st</sup> July 2022, in respect of Dumont Avenue Play Area
    - b) to receive Planning Application 98/00194/FUL (Change of Use of Agricultural Land to use as a Children's Play Area – Dumont Avenue) and Land Registry RegisterPlan EX607760 *encl 10*
    - c) to consider a formal Consultation of the use of Dumont Avenue play area
    - d) review proposed new play equipment for Dumont Avenue play area and gym equipment (for all 3 play areas) and to receive costings

**12. Reports from Representatives:**

To receive reports from the following (if applicable):

- a. Essex County Council (Cllr. Goggin)
  - i. to receive the monthly report from Cllr. Goggin *encl 11 – to follow*
- b. Essex Police
  - i. to receive Crime Statistics for June 2022 *encl 12*
- c. Footpaths (Cllr. Atkins)
  - i. to receive an update from the Clerk on the cutting of footpaths within the Parish
- d. Benches (Cllr. Coe)
- e. Litter Bins (Cllr. Ward)
- f. Village Planters (Cllr. Ward)
- g. Tree Warden (Cllr. French)
- h. TDALC (Cllr. Talbot)
- i. District Council Report (Cllr's Talbot & White)
- j. Website (Cllr. Lockwood)
- k. Community Speed Watch (if applicable)

**13. Reports from Nominated Trusteeships / Representatives:**

To receive reports from the following (if applicable):

- a. St Osyth Almshouse Charity (Cllr. Sinclair)
- b. St Osyth Playing Field Charity (Cllr. Thomas)
- c. Point Clear Community Association (Cllr. Blockley)
- d. St Osyth Village Hall Management Committee (Cllr. Thomas)

- e. St Osyth Priory & Parish Trust (Cllr. Grantham)
- 14. Approval of Standing Orders:**
- a. To receive an update from the Clerk in respect of an amendment issued by the National Association of Local Councils (NALC) in respect of Standing Order 18 – Financial Controls & Procurement *encl 13*
  - b. To receive, review and ratify the continued adoption of Standing Orders (adopted 19<sup>th</sup> July 2018), as recommended by the Finance Committee at the meeting of 20<sup>th</sup> July 2022 *encl 14*
- 15. Approval of Financial Regulations:**  
To receive, review and ratify the continued adoption of Standing Orders (adopted 21<sup>st</sup> November 2019), recommended by the Finance Committee at the meeting of 20<sup>th</sup> July 2022 *encl 15*
- 16. Approval of Financial Risk Assessment:**  
To receive, review and ratify the Financial Risk Assessment recommended by the Finance Committee at the meeting of 20<sup>th</sup> July 2022 *encl 16*
- 17. Councillors Email Addresses:**  
To receive a recommendation and costings from the Clerk to enable Councillors to consider the use of specific 'stosyth.gov.uk' email addresses
- 18. Special Expenses:**  
To receive correspondence of 8<sup>th</sup> August 2022 from TDC & consider the need for Special Expenses
- 19. Annual Parish Appraisal:**  
To review the Annual Parish Appraisal of 10<sup>th</sup> August 2022, and to consider the usefulness of Appraisals in the future
- 20. Use of Priory Meadow Play Area:**  
To receive an update form the Chairman on the meeting with the Headteacher of St Osyth Church of England Primary School, Cllr. Ward and herself, to discuss the Risk Assessment for the use of Priory Meadow play area by the school children (if applicable)
- 21. Paperless Agenda Packs:**  
To review the trial of emailing agenda packs to members of the Council, and to consider the formal adoption of the process or whether to revert to the use of paper agenda packs
- 22. Safety Improvements to the Crossroads:**  
To receive an update report from the Chairman (if applicable)
- 23. Maintenance (Sweeping) of Footways and Gulleys within the Conservation Area:**  
To receive an update from the Chairman
- 24. Potholes:**  
To discuss an approach by the Parish Council to Essex Highways with regards to the lack of repair of numerous potholes within the Parish
- 25. Climate Change:**
- a. To acknowledge the requirement of the Parish Council to respond to Climate Change
- 26. Further Parish Matters: (*exchange of information only*)**