



ST OSYTH PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council held at the Village Hall, St Osyth on Thursday 18th August 2022 at 7.25 pm

PRESENT: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. Alma Blockley
Cllr's Clive Atkins, Gary Coe, 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 8.55 pm)

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: Four

OM-22-091 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 22/01100/FUL.

Cllr's Cooper & Sinclair each declared a Non-Pecuniary Interest in respect of Planning Application 22/01285/S106A.

Cllr. Thomas declared a Non-Pecuniary Interest in respect of Planning Application 22/00642/FUL.

Cllr. Talbot declared a Non-Pecuniary Personal Interest in respect of agenda item 11 d i a) – d).

OM-22-092 PLANNING APPLICATIONS:

Having declared a Non-Pecuniary Interest in respect of Planning Application 22/00642/FUL, Cllr. Thomas left the room at 7.35 pm whilst the Council discussed the planning application.

	APPLICATION & ADDRESS	PROPOSAL
a.	22/00642/FUL Mrs V Tierney Old Stocks 162 Point Clear Road St Osyth	Proposed build of two semi-detached 3 bedroom bungalows. The Parish Council strongly object to this application which is contrary to paragraphs 5.8.4 and especially 5.8.5 of the Tendring District Local Plan 2013-2033 & Beyond Section 2, Adopted on 25 th January 2022, hereafter referred to as the Local Plan, which state:

		<p><i>5.8.4 There must also be proper means of access to backland development, which is safe and convenient for both drivers and pedestrians, with a turning area where necessary to avoid the need for vehicles to reverse onto a public highway. A proposed access should avoid excessive disturbance or loss of privacy to neighbouring residents through, for example, an access drive passing unreasonably close to an adjoining dwelling. The likely frequency of use by vehicular traffic and the suitability of the access for service vehicles and the emergency services will also be relevant material considerations.</i></p> <p><i>5.8.5 'Tandem' development consists of a dwelling or dwellings immediately behind an existing residential frontage which are served by a shared access. It is generally unsatisfactory because of the difficulties of access to the dwelling at the rear and the disturbance and lack of privacy suffered by the residents of the dwelling in front.</i></p> <p>In addition to the paragraphs listed above, this application is also contrary to point b and c of Policy LP 8, which state:</p> <p><i>a. a safe and convenient means of vehicular and pedestrian access/egress must be provided that does not cause undue disturbance or loss of privacy to neighbouring residents or visual detriment to the street scene. Long or narrow driveways will not be permitted; and</i></p> <p><i>b. the proposal must avoid 'tandem' development using a shared access.</i></p> <p>Access to the proposed development, will, in the view of the Parish Council, be impossible for larger vehicles, especially emergency vehicles.</p>
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Cllr. Thomas returned to the meeting at 7.40 pm.

b.	22/01061/FULHH & 22/01062/LBC Mr & Mrs Cake 95 Mill Street, St Osyth	Proposed broadband box and demolition of prefab garage. No objections.
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Having declared a Non-Pecuniary Interest in respect of Planning Application 22/01100/FUL, Cllr. Grantham left the room at 7.42 pm whilst the Council discussed the planning application.

<p>c.</p>	<p>22/01100/FUL Mr & Mrs Hooper Land South of St Cleres Hall Cottages & St Cleres Hall Lane St Osyth</p>	<p>Proposed erection of single self-build/custom build dwelling with access onto the highway.</p> <p>The Parish Council object to this application on the basis that it is outside of the Settlement Development Boundary, is located within the Coastal Protection Belt, as defined by paragraphs 7.2.1 – 7.2.3 (highlighted by the South East Tendring District Policies Map), of the Local Plan and point a of Policy PPL 2, which states:</p> <p><i>Within the Coastal Protection Belt, as shown on the Policies Maps and Local Maps, the Council will:</i></p> <p><i>a. protect the open character of the undeveloped coastline and refuse planning permission for development which does not have a compelling functional or operational requirement to be located there.</i></p> <p>Furthermore, the application is contrary to point e of Policy PPL 3, which states that:</p> <p><i>The Council will protect the rural landscape and refuse planning permission for any proposed development which would cause overriding harm to its character or appearance, including:</i></p> <p><i>b. protected lanes, other rural lanes, bridleways and footpaths.</i></p> <p>It is also the view of the Parish Council that the application fails to comply with Policy LP 7 of the Local Plan, in that whilst it is deemed as a proposed self-build/custom build dwelling, it is not being built</p> <p><i>‘as part of the mix of housing on large residential developments and the one-for-one replacement of an existing dwelling, of any size, in the countryside outside of settlement development boundaries.’</i></p> <p>Were the District Council to approve this application, it would set a precedence for development, both along St Cleres Hall Lane and other rural lanes within the Parish/ District.</p>
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Cllr. Grantham returned to the meeting at 7.53 pm.

d.	22/01120/LBC & 22/01121/FULHH Ms H Carter High Birch Farmhouse High Birch Road, St Osyth	Proposed retention of stables and associated menage, mobile home/lodge as annex. The Parish Council object to this application on the basis that there is no evidence to support planning permission was ever granted for 2no. stable blocks, associated menage and mobile home/lodge as an annex. Furthermore, it is noted that this site has already been subject of Planning Enforcement (20/00319/BLDOP3 refers.)
e.	22/01198/FUL 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. Whilst several members of the Parish Council expressed concern as to the possibility of the building being used as an HMO in the future, the Council have no objections to the application provided that the building retains its current use as a restaurant and that the proposed holiday let does not become fully residential.

Having declared a Non-Pecuniary Interest in respect of Planning Application 22/01285/S106A, Cllr's Cooper & Sinclair left the room at 8.06 pm whilst the Council discussed the planning application.

f.	22/01285/S106A 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). The Parish Council strongly objects to this application, which if approved would see the loss of much needed social housing. The Parish Council has concerns that in an area where house prices are increasing to the point that young adults are already unable to afford to secure mortgages, the loss of social housing will only serve to exacerbate the problem further. Should the District Council be minded to approve this application, the Parish Council would request that it go before the Planning Committee and not be approved by way of delegated decision.
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Cllr's Cooper & Sinclair returned to the meeting at 8.11 pm.

g.	21/01585/FUL T Eldridge 3 Eastern Promenade Point Clear Bay	Proposed replacement dwelling following demolition. Whilst the Parish Council does not have any objections to the application, including the amended design, the Council would request that any windows which will overlook neighbouring properties be fitted with obscured glass.
h.	22/01231/TELLIC Telefonica UK Ltd The Warren Cow Lane, Point Clear	Emergency installation of electronic communications apparatus. <i>No objections - for information only.</i>
i.	22/01233/HHPNOT S Coleman Stella Nassau Road, St Osyth	Proposed single storey rear extension (Depth 6m, Maximum Height 2.9m, Eaves Height 2.9m). <i>No objections - for information only.</i>

OM-22-093 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 15th July 2022 to 5th August 2022.
- b. Correspondence from TDC in respect of the approval of Retrospective Planning Application 22/00665/FUL.
- c. Correspondence between an owner of a property on the Bel-Air Chalet Estate and TDC (copied to St Osyth Parish Council) in respect of Winter Occupancy and crime related concerns on the estate.
- d. Correspondence from St Osyth Parochial Church Council (PCC) to St Osyth Parish Council giving Formal Notice of Intention to apply for Planning Permission for Development of St Osyth Parish Council Land.
 - i. The Clerk reminded Councillors that they had, at the Ordinary meeting of 17th March 2022, agreed to support the PCC should they submit an application for a flagpole to be situated on The Bury.
 - ii. Cllr. Blockley enquired as to the possibility of mounting of a flagpole on the side of the Church tower. Cllr. Grantham stated that this was no longer an option.

OM-22-094 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the minutes of the Ordinary Meeting of 21st July 2022 be verified for accuracy by the Council and signed by the Chairman, as a true and accurate record. The motion was proposed by Cllr. Ward and seconded by Cllr. Coe. All agreed.

OM-22-095 SUMMARY OF ACTION:

- a. OM-22-072. The Clerk reminded the Council that the visit to Dumont Avenue play area on 10th August, as part of the Annual Parish Appraisal, would be discussed during the meeting.

- b. OM-22-074. The Clerk reminded Councillors that they had received the Minutes of the Finance Committee meeting of 20th July 2022 as part of the agenda pack for the Ordinary meeting.
- c. OM-22-075 b. The Clerk informed the Council that a meeting of the Highways Working Party had taken place on 16th August 2022, and that the notes would be received by Councillors at the Ordinary meeting in September.
- d. OM-22-075 c. The Clerk reminded Councillors that they had received the notes of the Martin's Farm Country Park site meeting of 28th June 2022 as part of the agenda pack for the Ordinary meeting.
- e. OM-22-075 d iv e. The Clerk informed the Council that the Chairman would be meeting with the Headteacher of St Osyth Church of England Primary School in the near future to discuss the use of Priory Meadow play area by the school.
- f. OM-22-075 d vi h. The Clerk informed the Council that he would be writing to the Primary School with regards to the request for the funding of litter picking equipment for the children.
- g. OM-22-076 a vi. The Clerk reminded the Council that the safety improvements to and surfacing of the crossroads, would be discussed during the meeting.
- h. OM-22-076 f i. The Clerk informed the Council that the watering of the planters at Beacon Way was now being carried out by a contractor.
- i. OM-22-080. The Clerk reminded the Council that the sweeping of the Conservation Area would be discussed during the meeting.
- j. OM-22-081 d. The Clerk reminded the Council that the sale of St Osyth Playing Field Charity assets had been discussed during the earlier meeting of the Playing Field Charity.
- k. OM-22-083. The Clerk reminded the Council that the visit to St Osyth Priory was scheduled for Friday 9th September 2022.
- l. OM-22-084 c. The Clerk reminded the Council that brazier of the beacon at Cowley Park would be remounted once it had been repainted.
- m. OM-22-085. The Clerk reminded the Council that Cllr. Talbot would be attending the Annual General Meeting (AGM) of the Essex Association of Local Councils (EALC) as a representative of the Parish Council.
- n. OM-22-086. The Clerk reminded the Council that the use of stosyth.gov.uk email addresses would be discussed during the meeting.
- o. OM-22-087 e. The Clerk informed the Council that he had yet to finish a letter to the District Council with regards to the development of TDC land, but that he would submit the letter, on behalf of the Parish Council, as soon as possible.

- p. OM-22-088. The Clerk reminded the Council that the topic of potholes would be discussed during the meeting.

OM-22-096 PUBLIC PARTICIPATION:

- a. Having arrived at 8.05 pm, one of the four members of the public addressed the Council in respect of the anti-social use of personal water craft (PWC), during which the following was noted:
- i. That there were concerns as to the number of PWC, many of which were travelling at extreme speed, being used in the area of Ray Creek, and which were posing a threat to open water swimmers, kayakers/ paddle boarders and wildlife.
 - ii. The member of the public enquired as to what rules, regulations or bylaws were in effect to enable enforcement of anti-social use of PWC, not only in Ray Creek and Point Clear Bay, but also on the Colne and Blackwater Estuaries.
 - iii. The member of the public informed the Council that it had been necessary to make a report to Essex Police (via 101) after a family member and a friend, had swam out to the far side of Ray Creek, only to be prevented from swimming back, due to the number of PWC, many of which had travelled across from Mersea Island, which were speeding up and down Ray Creek.
 - iv. That there had, since the Coronavirus pandemic, been a significant increase in the number of PWC using the area of Ray Creek, and that they were being ridden with increased ferocity.
- b. A second member of the public having narrated a series of emails from the Essex Police Marine Unit, in which it stated that a meeting was to take place on 5th September 2022, between a representative of the District Council, representatives of the Essex Police Marine Unit, Orchards Holiday Village and the Brightlingsea Harbour Master and, to discuss what action could be taken to resolve the problem of anti-social use PWC.
- i. The member of the public enquired as to who was the representative of the District Council, whether members of the public could attend the meeting, and whether it would be possible for them (the members of the public present) to be part of the meeting.
- c. The Chairman stated that she was not aware of the meeting on 5th September, and that there were indeed some ideas being considered. The Chairman continued that it would be sensible for the four members of the public to meet with herself and the Clerk prior to the next meeting of the Council on 15th September 2022, so that they could receive a brief as to the Parish Council's involvement and plans discussed to date.
- d. It was agreed that the names of those present would be forwarded to the Clerk, who would arrange a convenient date and time for the members of the public to meet with the Chairman and himself.

The four members of the public departed the meeting at 8.30 pm.

OM-22-097 CORRESPONDENCE: None

OM-22-098 FINANCE:

- a. Approval of payments for July 2022, as per the circulated lists were agreed by the Council.
 - i. Cllr. Kelly enquired as to the expense of £25.55 against North Sea Workwear. The Clerk stated that it was in respect of replacement t-shirts for himself and the Community Warden.
- b. The following balances were noted and agreed:

Current a/c	£36,049.85
Deposit	£53,268.77

OM-22-099 REPORTS FROM COMMITTEES:

- a. **Finance Committee:** Having been previously circulated, the draft Minutes of the meeting of 20th July 2022 were noted. The Chairman invited questions from those present.
 - i. Cllr. Coe commented that the Council had a healthy balance, and that consideration should be given to transferring funds to Ear Marked Reserves. The Chairman stated that it was already planned to discuss this at the next meeting of the Finance Committee.
 - ii. The Clerk stated that there was still a lack of clarity where reserves were concerned, as both he and the Responsible Financial Officer (RFO) had received differing advice from the National Association of Local Councils (NALC), the Essex Association of Local Councils (EALC) and the Council's Independent Internal Auditor (IIA), as to how much the Council should retain in the way of General Reserves.
- b. **Cemetery Committee:** The meeting of the Cemetery Committee having taken place on 16th August 2022, Cllr. Sinclair, in her capacity as Chairman of the Cemetery Committee, reported that there would be an item for inclusion on the agenda of the Council meeting scheduled for 15th September 2022.

OM-22-100 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** Cllr. Ward reported that despite regular watering, some of the blooms were now looking tired and very dry, due to the heat. The Chairman stated that the blooms would more than likely be removed earlier than was usual.
- b. **Highways Working Party:** The meeting of the Highways Working Party having taken place on 16th August 2022, the Chairman gave an overview of what had been discussed.
 - i. That there was no update in respect of the crossroads.
 - ii. That the Council was awaiting a suggestion from the Sargeant Family, as to a possible solution to parking within the village.

- iii. That due to the number of complaints over speeding within St Osyth and Point Clear, an article had been placed in the September edition of the Parish magazine advertising for volunteers.
- iv. That following a request from the Point Clear Community Association (PCCA) for a cycle lane along Point Clear Road, the Clerk had contacted Cllr. Alan Goggin, who had provided a very useful document, which would be forwarded to the members of the Working Party, to discuss at a future meeting.
 - a) The Chairman reported that in order to meet the criteria for an application, information would be required, including
 - i) The number of cyclists using Point Clear Road.
 - ii) Whether the shared use (pedestrians and cyclists) of the pavement was possible.
 - iii) Key concerns likely to affect any decision by Essex Highways.
 - b) The Chairman added that once discussed by the Working Party, a summary of the discussion would be forwarded to the PCCA.
- v. The Clerk reported that the repairs to the footways along Mill Street as part of the Highways Devolution Scheme had been completed.
- c. **Martin's Farm Country Park:** The notes of the meeting of 28th June 2022, having been previously circulated, the Chairman invited questions from those present. None were forthcoming.
- d. **Playground, Youth & Open Spaces Working Party:** Having been advised by the Clerk that he had both a personal Non-Registerable Interest and a Non-Pecuniary Interest in respect of Dumont Avenue play area, Cllr. Talbot left the room at 8.43 pm, whilst the Council discussed the future of the play area.
 - i. Having been previously circulated, the notes of the meeting of 2nd August 2022 were taken as read.
 - ii. The Council discussed the representation to the Council by a resident in respect of Dumont Avenue play area on 21st July 2022, during which the following was noted:
 - a) Cllr. Kelly remarked that both the planning application and Land Registry documents in respect of the play area, which had been circulated to the Council, stated that it was for the use of children, and that there was no mention of specific age groups. She continued that if the play area was sold, especially to a former Parish Councillor, there would be an outrage, especially as it was the only play area in Point Clear.
 - b) Cllr. Thomas stated that during his representation to the Council, the resident had frequently made mention of the Council having no mandate where the play area was concerned.

This was incorrect as the Council had received direct approaches from residents.

- c) Cllr. Lockwood enquired as to why the Council was looking to invest in adult gym equipment. A discussion ensued, during which the following was noted:
 - i) That the Council had received a number of requests for gym equipment from residents of Point Clear.
 - ii) That the Playground, Youth & Open Spaces Working Party had previously visited the play area in Thorrington, where gym equipment had been installed, which was well used.
 - iii) That the installation of gym equipment would possibly encourage more parents/ grandparents to take their respective children/ grandchildren to the play area.
- d) Cllr. Coe stated that improvements to the play area were necessary, but that he agreed with Cllr. Lockwood where gym equipment was concerned. He added that the Council should look to improve the unused tennis court at Cowley Park, with a view to creating a revenue.
 - i) The Chairman reminded the Council that the allocation of Public Open Spaces Contributions (POSC) (s106) were location specific, therefore, funds allocated to one play area could not simply be allocated elsewhere.
- e) The Chairman stated that the Council was looking to improve the play area and that the installation of gym equipment, which had been requested by residents, was one such way to do so.
- f) The Chairman reported that the Working Party was recommending the installation of gym equipment, for both children and adults, at all three of the play areas.
 - i) At the request of the Chairman, the Clerk, by way of a PowerPoint presentation showed the Council examples of the type of gym equipment, for both children and adults, the latter of which catered for those in wheelchairs, which could possibly be installed.
 - ii) Cllr. French stated that it could attract children to the play area.
 - iii) Cllr. Lockwood remarked that Dumont Avenue play area was too small to accommodate any gym equipment and that in his opinion it would not be used.
 - iv) Cllr. Thomas suggested that it would be sensible to install children's gym equipment first and then assess the need for adult equipment.

- v) Cllr. Sinclair reported that Cann Hall Primary School had some of the equipment which had been viewed in the presentation by the Clerk, and that the children had to be timed when using the equipment, such was its popularity.
- iii. The Chairman reported that the Working Party had recommended that before the Council did anything, there would be a consultation on the use of the play area in the October edition of the Parish magazine, including the installation of adult gym equipment.
 - a) Cllr. White stated that if any equipment were to be installed, it should be positioned as far as possible from the neighbouring property. He added that the installation would also require the submission of a planning application.
 - b) Cllr. Coe suggested rather than gym equipment, the consultation could include the option of an area to play football or basketball.
- iv. **RESOLVED:** That the Parish Council look to extend the use of Dumont Avenue play area to older children. The motion was proposed by Cllr. French and seconded by Cllr. Cooper. Following a vote, the motion was passed by a margin of 10 votes to 2. Cllr. Coe stated that he was not against the improvement of the play area, or its use by older children, but that he did object to installation of adult gym equipment.
- v. It was agreed that the Parish Council produce a consultation on the use of Dumont Avenue play area, to include the possible installation of gym equipment for both children and adults.
- vi. Cllr. Kelly informed the Council that she had confirmed with a contractor in Point Clear that they were able to dispose of the rubber safety tiles from the play area.

Cllr. Talbot returned to the meeting at 9.04 pm.

OM-22-101 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having arrived at 8.55 pm, Cllr. Goggin gave an overview of the following:
 - i. That there was an issue where the crossroads were concerned in that the installation of the speed cushions was not possible until such time as the roads in the vicinity of the crossroads had been resurfaced, as this would affect the guarantee for the speed cushions.
 - ii. That the resurfacing works, which had been deemed a bonus were now dictating when the speed cushions could be installed. Despite the Parish Council having previously requested that the works take place at the same time, and before the end of October, this would require three individual Temporary Traffic Regulation Orders. As the resurfacing work had always been planned for November, this meant that the speed cushions would not be installed until November at the earliest. Cllr. Goggin stated that it was a case of 'the tail wagging the dog.'

- iii. That Highways Officers had offered to meet with the Parish Council, but Cllr. Goggin had deemed this an inefficient use of everyone's time. He [Cllr. Goggin] stated that he could arrange a meeting with the Parish Council if it was necessary.
- a) The Chairman stated that it would be good to meet with the Officers, and that the Parish Council was not out to give them a hard time but was simply wanting to know the exact dates of when the work would take place and how both the resurfacing works and installation of the speed cushions would be managed.
 - b) Cllr. French stated that the Parish Council had on previous occasions met with former Highways Officers, who had attended the meetings with the permission of their respective Line Managers. He continued that the new Highways Liaison Officer (HLO) was 'invisible to the Council' and that it would be good to meet with the new HLO, rather than Cllr. Goggin continuously having to appease the Parish Council. Cllr. Goggin stated that he would happily arrange a meeting.
 - c) Cllr. Cooper remarked that the initial resurfacing which had taken place earlier in the year had been a debacle insofar as the letter from Essex Highways informing residents of the pending works differed to the dates which had been displayed on cones in the centre of the village.
 - i) The Chairman stated that it would be good to meet the new HLO, especially as articles published in the Parish magazine made all involved look ineffectual.
 - ii) Cllr. Sinclair commented that in defence of the Chairman, articles in the Parish magazine had in fact been correct at the time of writing.
 - iii) Cllr. Goggin informed the Council that the new HLO had offered to meet with the Parish Council on a number of occasions, and that it was his [Cllr. Goggin's] decision not to proceed with any meetings. He continued that his decision was based on the change in Line Managers, who knew little of the history involved, and the uncertainty as to how things would develop.
 - iv) Cllr. Goggin stated that the new Highways Liaison Team Leader was also willing to meet with the Parish Council. The Chairman replied that it would be good to meet the Team Leader and the HLO. It was suggested by Cllr. Goggin that any meeting take place in the morning (around 10.30 am or 11 am). The Chairman stated that the Council were happy to wait until such time as definite dates as to when the works would take place were known.
 - d) Cllr. Coe enquired as to the Service Level Agreement in respect of the funding of the works by the Parish Council.

- i) Cllr. Goggin replied that the Parish Council had in fact funded the planning of the safety improvements, and as a result had been elevated to the top of the list for schemes, and that the problems had arisen as a result of the resurfacing works.
 - iv. Cllr. Goggin then gave an overview on the housing of Ukrainian refugees, during which the following was noted:
 - a) That approximately 1,000 refugees had so far been accommodated within Essex.
 - b) That despite the initial offer of accommodating refugees for a period of 6 months, many of the volunteers who were housing the refugees, and indeed the refugees themselves, were now facing increased bureaucracy, in that refugees were required to have separate bathrooms and bedrooms, somewhere to be able to cook and that homes with ponds required that ponds be fenced off.
 - c) That whilst refugees were indeed grateful for the help which they had received, some now wished to return to Ukraine, and that some of the hosts were now looking to withdraw from the scheme.
- b. **Essex Police:** Having been previously circulated, the Council reviewed the crime statistics for June 2022.
 - i. Cllr. Kelly informed the Council of offences in Point Clear 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:** The Clerk informed the Council that all growth on footpaths for which the Council had received reports, had now been cut, and that it had been necessary to have three wasps nests treated along Footpath 5.
 - i. Cllr. Kelly reported that brambles were overhanging Eastern Promenade. The Chairman requested that as it was a footway rather than a Public Right of Way, Cllr. Kelly reported the growth to The Orchards.
 - ii. Cllr. Atkins stated that he was familiarising himself with the footpaths by walking them all. He continued that the Clerk was to provide him [Cllr. Atkins] with information as to what 'self-help' was permissible as well as information of the Parish Paths Partnership (P3) scheme.
- d. **Benches:** Cllr. Coe informed the Council that he would be assessing all benches within the Parish during the week commencing 22nd August 2022.
- e. **Litter Bins:** Nothing to report.
- f. **Planters:** Nothing to report.
- g. **Tree Warden:** Nothing to report.

h. Tendring District Association of Local Councils (TDALC):

Cllr. Talbot gave the following report:

- i. Arriving a few minutes late, I informed those present that I had just left a TDC meeting on cyber security, and as a result suggested that future communication from our secretary to all members, should use the blind BCC option on future circulars. This was agreed.
- ii. Linda Belgrove, our Chairman, then explained the problems with Santander, our bank, who had closed the Association's account due to lack of business. She was now recommending moving the TDALC account to Lloyds Bank, due to their special type of account for organisations like TDALC. This was agreed.
- iii. Linda introduced the concept of a finance report to every meeting and a sample was shown on our screens. This was approved.
- iv. We had a presentation by Chris Whitfield on the issue of the 180 electricity pylons proposed to cross our countryside, and I was able to say that Tendring District Council had carried a motion against overland cable and had recommended an under-sea cable network beginning with this particular project. Lynda McWilliams reported on the Tendring discussion, where the motion was well received.
- v. The agenda called for the Essex Association of Local Councils (EALC) report, and I gave my last ever report after 16 years as the District's representative.

i. District Councillor's Report:

i. Cllr. Talbot gave the following report:

- a) We continue to work with the Covid pandemic at the back of our minds. With many staff working from home. I know my view may not be popular, but I would not like this home working to become a permanent feature, as I think, not only Councillors, but also members of the public, get much greater satisfaction from a face-to-face meeting with an officer, rather than talking to a screen.
- b) Tendring are bidding for support from the UK Shared Prosperity Fund, and our Investment Plan, setting out how we intend to spend the £1.18m over three years, was submitted to government on 29th July. This fund is for the District and can be spent on funding projects from TDC and partners. Our proposals include work in town centres, business support, skills, and community engagement. The Government is expected to approve the Investment Plan in the Autumn.
- c) One very controversial proposal, that both John and I strongly opposed, was the bland statement from our IT department, that as from Friday 12th August, TDC would stop forwarding e-mails addressed to members at their tendringdc.gov.uk addresses to their home e-mail addresses or mobile phone.

For the substantial number of members who have many communications addressed to them at TDC from outside bodies, such as the LGA, TACPA or Government Departments with whom one is dealing, this action would just blind us. Even receipt of a link to join Zoom meetings sent to a Councillor, would no longer be received. As John said, even our own residents who write to us using our addresses under every magazine article we write, would never get an answer, because we would never get their mail.

- d) I have started a campaign against what I called 'Black Friday', drawing in senior officers, even including Ian Davidson who was on Annual Leave, reminding them that we introduced this in 2001, before some members even had a computer, and to just stop it on security grounds, without any discussion with those most concerned, was an insult to every elected member. In the end I submitted a demand for an Extraordinary Full Tending District Council Meeting, signed by more than the required number of members, but held it pending action at the top. On 8th August, the action proposed to take place on the 12th was stopped by Cllr. Neil Stock, the Council Leader, who said the issue should be discussed at the next scheduled meeting on 20th September 2022. As I said to a colleague – Democracy does work!
- ii. Cllr. White stated that he had no District Council related business to discuss, as he had for the past 2 weeks, been preparing for the Air Show on 25th and 26th August 2022.
- j. **Website:** Cllr. Lockwood reported that he continued to make the usual updates to the website, which was up to date so far as possible.
- k. **Community Speed Watch:** Nothing to report.

OM-22-102 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:**
Cllr. Sinclair gave the following report:
 - i. The Trustees held their meeting on 9th August 2022.
 - ii. Approval has been given for the front doors and the exterior windows to be repainted at the properties in Clacton Road. A contract has been awarded for the remedial work to be carried out on the internal damp problem at No 23 Clacton Road. All properties have had carbon monoxide detectors fitted ahead of the October deadline.
 - iii. The Trustees discussed the Lease Variation at Clinton Close and we unanimously agreed that we will oppose any effort to designate these properties at Mortgage Value. The concerns of the Trustees have been raised under item 3f of the agenda.
- b. **St Osyth Playing Field Charity:** Nothing to report.
- c. **Point Clear Community Association:** Nothing to report.

d. **Village Hall Management Committee:**

Cllr. Thomas gave the following report:

- i. The new Premises Officer, Mr Rob Bentley had been introduced to the Management Committee.
 - ii. That the Women's Institute (WI) were adamant that a defibrillator was required within the Hall, and that whilst they were happy to assist with raising funds, they would not assume responsibility for its maintenance. It had also been established that the Village Hall Management Committee would not appoint someone to be responsible for the defibrillator, if it came to fruition.
 - iii. That a new Rotary Club had been founded in St Osyth. Whilst not related to the Village Hall, the newly formed Rotary Club wished to see a defibrillator installed at Cowley Park.
 - iv. That fire extinguishers and fire blankets had been replaced at a cost of £800.00.
 - v. That a new boiler was to be installed in early August. The Clerk added that 2 new boilers had been installed.
 - vi. That the floor in the main hall was to be revarnished and relined for badminton.
 - vii. That there was an ongoing problem where parking was concerned, due to residents using the hall grounds for parking, in addition to parents using available parking spaces during school drop off and pick up times. This had resulted in one group who had booked the hall having to cancel their booking, due to there being no parking spaces available. It was reported that the Management Committee was considering ways in which to tackle the problem, including the possible installation of barriers.
 - viii. That the Management Committee currently had funds of £44,414.69.
 - ix. That a grant of £8,000.00 towards the boiler had been received from the Essex Community Foundation.
 - x. That the date of the next meeting was scheduled for 20th October 2022.
- e. **St Osyth Priory & Parish Trust:** Cllr. Grantham reported that the Trust would be resubmitting an application for funding the restoration of the Tithe Barn to the National Heritage Lottery Fund.

OM-22-103 APPROVAL OF STANDING ORDERS:

- a. The Clerk informed the Council that there had in fact been an amendment to Standing Order 18 (Financial Controls & Procurement) issued by the National Association of Local Councils (NALC) in April 2022, of which neither he nor the RFO had noted until after the Finance Committee meeting of 20th July 2022.

- b. The Clerk informed the Council of the amendments to Standing Order 18, which he recommended the Council approve. The Clerk added that subject to the approval of the Council, he would make the necessary amendment to the Council's own Standing Orders.
 - i. **RESOLVED:** That having been previously circulated, the Council approve the amendments to Standing Order 18 (Financial Controls & Procurement), as issued by NALC and recommended by the Clerk. The motion was proposed by Cllr. Talbot and seconded by Cllr. Sinclair. All agreed.
- c. **RESOLVED:** Having been previously circulated, it was proposed by Cllr. Thomas and seconded by Cllr. French, that Standing Orders, as reviewed and recommended by the Finance Committee on 20th July 2022, be approved. All agreed.

OM-22-104 APPROVAL OF FINANCIAL REGULATIONS:

RESOLVED: Having been previously circulated, it was proposed by Cllr. Sinclair and seconded by Cllr. Lockwood, that Financial Regulations, as reviewed and recommended by the Finance Committee on 20th July 2022, be approved. All agreed.

OM-22-105 APPROVAL OF FINANCIAL RISK ASSESSMENT:

RESOLVED: Having been previously circulated, it was proposed by Cllr. Atkins and seconded by Cllr. Blockley, that the Financial Risk Assessment, as reviewed and recommended by the Finance Committee on 20th July 2022, be approved. All agreed. The Chairman subsequently signed the Financial Risk Assessment.

OM-22-106 COUNCILLORS EMAIL ADDRESSES:

The Clerk reminded the Council of the discussion at the previous meeting, at which he had raised the subject of Councillor's email addresses.

- a. The Clerk reported that he had recently received a telephone call from the District Council in which he [the Clerk] had been asked for his advice with regards to Councillor's email addresses, as it had been suggested by several other Parish Councils that the District Council liaise with the Clerk.
- b. The Clerk informed the Council that it was his recommendation, which was fully supported by the RFO, that the Council adopt the use of 'stosyth.gov.uk' email addresses.
- c. The Clerk reported that the platform to be used would be Microsoft 365, at a cost of £77.35 per month. He continued that the RFO had confirmed that there were sufficient funds to offset this cost for the remainder of the current financial year, and that the Council would budget accordingly for future years.
- d. Cllr. Kelly gave a brief overview of a situation which had arisen whereby she was no longer able to email a particular organisation, as they did not recognise her personal email address as being related to Council related business.
- e. **RESOLVED:** That the Parish Council adopt the use of 'stosyth.gov.uk' email addresses for Councillors and that once in use no Council related business be communicated by way of private emails. The motion was proposed by Cllr. White and seconded by Cllr. Coe. All agreed.

OM-22-107 TENDRING DISTRICT COUNCIL SPECIAL EXPENSES:

The Clerk informed the Council of the request from the District Council to consider applying for special expenses if there was likely to be any change in the functions on which expenditure was incurred. It was proposed by Cllr. French and seconded by Cllr. Atkins that no special expenses were needed. All agreed.

OM-22-108 ANNUAL PARISH APPRAISAL:

The Chairman thanked all Councillors for attending the Annual Parish Appraisal, which she stated had been an enjoyable, and informative afternoon.

- a. The Chairman enquired as to the views of Councillors as to the benefit of the Appraisal and whether Councillors found it useful. The consensus was that the Appraisal was a very good opportunity for Councillors to view and receive specific information on areas which they would not generally visit.
- b. Cllr. White raised the subject of parking on Cowley Park, stating that were the pitches to be rotated as suggested, there would be “a fair amount of land that could be used as a working car park.”
 - i. The Chairman requested that this be an agenda item for the September meeting.

OM-22-109 USE OF PRIORY MEADOW PLAY AREA:

The Chairman reported that the Headteacher of St Osyth Church of England Primary School was liaising with the school’s Facilities Manager to arrange a suitable date to meet with the Chairman, Cllr. Ward and the Clerk.

OM-22-110 PAPERLESS AGENDA PACKS:

At the request of the Chairman, the Clerk reminded the Council that in May 2021, the Council had commenced a trial of paperless/ electronic agenda packs, which had run over its initial six-month period. This had subsequently been raised at the Finance Committee meeting of 20th July 2022, during which the printing of agenda packs by Councillors, the cost of which was offset by Councillor’s Allowances, was discussed.

- a. The Clerk informed the Council that as the trial had not been discussed by the Council, it was now being raised in order to gain the opinion of Councillors as to how effective the trial had been, and whether there was anything which could be done to improve the process, or whether the Council wished to revert to paper copies.
 - i. Cllr. Sinclair remarked that the current system of paperless/ electronic agenda packs was absolutely fine.
 - ii. Cllr. Lockwood stated that he had encountered some problems whilst opening attachments and that trying to open and view multiple documents was problematic. He suggested that the documents be placed on the website and a link be emailed to all Councillors.
 - iii. Cllr. Coe suggested that the Clerk use Dropbox.
 - iv. The Chairman requested that the Clerk investigate the use of Dropbox, or a similar system. The Chairman enquired as to whether it would be easier if Councillors had a paper copy of the agenda available at the meeting.

- v. Cllr. White remarked that Standing Order 15 b stated that agendas would be served on Councillors at least 3 days before any meeting and that they could be served by delivery or post at the Councillors residences, or by email provided the Councillor has consented to service by email. He continued that there were items for which he required a paper copy and that whilst the cost of producing agenda packs for the Clerk would reduce, his printing costs would increase.
- vi. The Chairman reminded all present that Councillors received an allowance to offset the cost of Council related business, such as printing.
- vii. **RESOLVED:** That the Council make use of a central driver, such as Dropbox for the provision of agenda packs and that Councillors receive a paper copy of the agenda at meetings. The motion was proposed by Cllr. Coe and seconded by Cllr. Lockwood. All agreed.
- viii. Cllr. Talbot reminded the Council that the reason for paperless/ electronic agenda packs was not a matter of cost but was the part of the Council's contribution to Climate Change. He continued that the way in which the Clerk prepared the paperless/ electronic agenda packs worked very well.

OM-22-111 SAFETY IMPROVEMENTS TO THE CROSSROADS:

Having been raised as part of the County Councillor's report, the concerns of the Council in respect of safety improvements to the crossroads were noted.

OM-22-112 SWEEPING OF FOOTWAYS WITHIN THE CONSERVATION AREA:

The Chairman informed the Council that the issues surrounding the sweeping of the footways and gulleys within the Conservation Area was ongoing, and that she hoped to be able to give a positive report at the next meeting.

OM-22-113 POTHOLES:

The Clerk reported that many of the potholes which had been reported had yet to be repaired, and that some, such as the large pothole at the bus stop on Clacton Road, had been on the system in excess of one year.

- a. The Chairman requested that Cllr. Goggin investigate what action the Council could take to implement the repair of potholes, especially those which had been reported some time ago.
- b. Cllr. Goggin stated that if the Clerk provided the relevant details, he would look into it. He added that there was a difference between a pothole being assessed as not requiring works at that specific time, and a pothole having been overlooked completely.
- c. Cllr. Lockwood enquired as to who had repaired the particularly nasty pothole on Point Clear Road, between the bend at Wigboro Wick Corner and the Boatyard. The Clerk stated that it had been repaired by Essex Highways, having been reported as an emergency on advice from Cllr. Goggin.

OM-22-114 CLIMATE CHANGE:

The continued commitment of the Parish Council towards Climate Change was noted.

OM-22-115 FURTHER MATTERS:

- a. Cllr. Kelly informed the Chairman that she had been approached by an employee of The Orchards, who had enquired as to what could be done about speeding along Point Clear Road. The Chairman reminded Cllr. Kelly that an advert requesting volunteers was being published in the October edition of the Parish magazine.
- b. Cllr. Cooper informed the Council that gas works would be taking place along Clacton Road between 29th August and 29th October 2022.
- c. Cllr. White reported that the bollards at the northern end of St Clairs Road had been damaged by Cadent, which were in need of repair. The Clerk was requested to photograph the damage and liaise with Cadent.
- d. Cllr. Lockwood enquired as to whether the reflective bollards at the front of the Village Hall would be replaced. The Chairman asked that the Clerk request the missing bollards be replaced.

There being no further business the meeting was closed at 9.58 pm.

The date of the next meeting was set for 7.00 pm on Thursday 15th September 2022.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 18th August 2022

OM-22-095 c	Highways Working Party Notes	PC to receive in September
OM-22-095 f	Litter Picking Equipment	Clk to action
OM-22-096 d	Meeting with Residents (PWC)	Chairman & Clk to action
OM-22-099 a i	Allocation of Ear Marked Reserves	Finance Committee to action
OM-22-099 b	Administration of Burial Plots	PC to discuss in September
OM-22-101 d	Review of Benches	Cllr. Coe to action
OM-22-106 e	Cllr's Email Addresses	Clk to action
OM-22-108 b i	Parking on Cowley Park	PC to discuss in September
OM-22-109	Use of Priory Meadow	Cllr's Grantham & Ward to meet with Headteacher & F/M
OM-22-110 a vii	Electronic Agenda/ Paper Copies	Clk to action
OM-22-113 b	Historic Potholes	Clk to action
OM-22-115 c	Damaged Bollards (St Clairs Road)	Clk to action
OM-22-115 d	Reflective Bollards (Village Hall)	Clk to action

Signature:
SW Grantham
Chairman

[Signed on Original]