



# 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 **7.00 pm on Thursday 20<sup>th</sup> October 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 13<sup>th</sup> October 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. Finance:**

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

a. Approval of payments for August 2022 **encl 8**

b. Balances Current a/c: £133,139.35  
Deposit: £53,268.77

c. Approval of payments for September 2022 **encl 9**

d. Balances Current a/c: £119,409.80  
Deposit: £53,268.77

e. Annual Governance & Accountability Return

i. to receive a report from the RFO and to approve amendments to Section 2 of the Accounting Statement for 2021/2022 **encl 10**

f. To receive the Annual Governance & Accountability Return for Year Ending 31<sup>st</sup> March 2022 from PKF Littlejohn **encl 11**

4. **Planning Applications** received and comments made thereon:

	<b>APPLICATION &amp; ADDRESS</b>	<b>APPLICATION DETAIL</b>
a.	<a href="#">22/01121/FUL</a> H Carter High Birch Farmhouse, High Birch Road St Osyth	Proposed retention of stables and associated menage.
b.	<a href="#">22/01215/OUT</a> Mr K Linton Maldon Wood Farm House Rectory Road, St Osyth	Outline planning permission for the erection of 1no. three bed dwelling with all matters reserved.
c.	<a href="#">22/01410/FUL</a> Mr & Mrs Highfield Elton Grange Rectory Road, St Osyth	Proposed new stables following demolition of existing stables, up to 10 touring caravan spaces and storage of touring caravans.
d.	<a href="#">22/01422/FUL</a> South East Developments Ltd and Mr & Mrs Mockford Land at 9 Dumont Avenue, Point Clear	Proposed alterations to existing house and erection of seven bespoke dwellings.
e.	<a href="#">22/01454/OUT</a> Mr P Collins Land adjacent 108 Dumont Avenue Point Clear	Outline Planning Permission (all matters reserved) for 1no. dwelling (renewal of approved planning permission 18/00359/OUT).
f.	<a href="#">22/01459/FUL</a> Mr P Wright Land adjacent to Recess Villas Bypass Road, St Osyth	Proposed 2no. five bed detached dwellings together new vehicle and pedestrian access with vehicle hardstanding, car ports, cycle parking, soft landscaping and private gardens.
g.	<a href="#">22/01483/VOC</a> Mr W Parsons Land off Oakmead Road Point Clear	Application under Section 73 of the Town and Country Planning Act, to allow a variation of condition 2 (Approved Plans) of 19/00610/FUL to allow the change of design of the approved houses due to supply issues with pre-fabricated houses and a market requirement to provide garages with each house.
h.	<a href="#">22/01542/FULHH</a> Mr K Savage Oak Lodge Rectory Road St Osyth	Proposed construction of kitchen extension to the rear of the dwelling, construction of new extension to cart-lodge to provide extra ancillary accommodation to Oak Lodge and the installation of a gazebo to form covered external seating/dining area. Resubmission of 21/01352/FUL.
i.	<a href="#">22/01574/LBDISC</a> Messrs R.A T.R D.R & A.I Sargeant St Osyth Priory, The Bury, St Osyth	Discharge of conditions 3 (Service Runs) and 5 (Lift/Partitions/Blocked Doors) of applications 22/00662/LBC.
j.	<a href="#">22/01580/LUPROP</a> Mr J Hogarth 37 Manfield Gardens, St Osyth	Proposed single storey rear extension and garage conversion.
k.	<a href="#">22/01625/FULHH</a> Mr & Mrs Freeman 147 Clacton Road, St Osyth	Proposed roof conversion to form extra living accommodation, with side dormer for staircase.
l.	<a href="#">22/01627/LUPROP</a> Mr & Mrs Whaymand 7 Point Clear Road, St Osyth	Proposed rear elevation dormer.
m.	<a href="#">22/01629/FULHH</a> Mr White Suffolk House, Daltes Lane, St Osyth	Proposed side and rear two storey extensions to form additional living space and new garage (resubmission of approved planning 21/01944/FULHH to allow for alterations).

n.	<a href="#">22/01659/FULHH</a> Mr & Mrs Bedford 115 Dumont Avenue, Point Clear	Proposed extension to existing loft to form new dormer, incorporating single storey rear, side and front extensions.
o.	<a href="#">22/01669/FULHH</a> Mr J Moore 46 Mill Street, St Osyth	Proposed removal of existing extension and replace with new 6m deep flat roof. Replacement of new dormer windows and internal alterations to form new 3rd bedroom.

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.

**5. Planning Correspondence:**

To hear correspondence in respect of Planning as listed:

- a. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 12<sup>th</sup> August 2022 to 2<sup>nd</sup> September 2022 *encl 2*
- b. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 9<sup>th</sup> September 2022 to 7<sup>th</sup> October 2022 *encl 3*
- c. Email of 15<sup>th</sup> August 2022 from TDC re Planning Application Types *encl 4*
- d. Emails of 1<sup>st</sup> & 16<sup>th</sup> September 2022 from TDC re Jaywick Sands Design Guide Supplementary Planning Document - Notice of Statutory Consultation
- e. Letter of 13<sup>th</sup> September 2022 from St Osyth Parish Council to Cllr. Guglielmi, TDC re Initiation of the Property Dealing Procedure in order to explore the Development Potential of Various Areas of Council Land, and subsequent response of 14<sup>th</sup> September 2022 *encl 5*
- f. Emails dated between 1<sup>st</sup> and 8<sup>th</sup> October 2022 from the owner of a property on the Bel-Air Chalet Estate to TDC re maintenance of the estate, winter occupancy and crime related concerns
- g. Letter of 10<sup>th</sup> October 2022 from a resident re Planning Application 22/01459/FUL *to be discussed under agenda item 3f*
- h. Email of 11<sup>th</sup> October 2022 from a resident re concerns over a property in Cow Lane, Point Clear

**6. Approval of Minutes:**

To approve as correct the Minutes of the Ordinary Meeting of 18<sup>th</sup> August 2022 *encl 6*

**7. Matters arising from the Minutes of the Ordinary Council Meeting:**

To receive an update on matters arising from the meeting of 18<sup>th</sup> August 2022

**8. Approval of Minutes:**

To approve as correct the Minutes of the Extraordinary Meeting of 21<sup>st</sup> September 2022 *encl 7*

**9. Public Participation**

**10. Correspondence:**

To hear correspondence as listed (if applicable):

- a. Email of 15<sup>th</sup> August 2022 from the Smaller Authorities' Audit Appointments re Audit period 2022/2023 – 2026/2027
- b. Email of 21<sup>st</sup> August 2022 from the Point Clear Community Association (PCCA) re Bicycle Safety
- c. Email of 26<sup>th</sup> August 2022 from PKF Littlejohn LLP re Annual Governance & Accountability Return for 2021/2022
- d. Email of 31<sup>st</sup> August 2022 from Essex Highways re Highways Devolution Pilot Scheme
- e. Email of 6<sup>th</sup> September 2022 from Cllr. Goggin, Essex County Council re Locality Fund Grants for 2022/2023
- f. Correspondence of 26<sup>th</sup> September 2022 from Essex & Herts Air Ambulance Trust (E&HAAT) re funding
- g. Email of 6<sup>th</sup> October 2022 from Essex Police Commercial Vehicle Unit re Unauthorised Movement of Abnormal Load

**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**

**11. Reports from Committees:**

To receive (in draft format):

- a. To receive (in draft format) the Minutes of the Cemetery Committee meeting of 16<sup>th</sup> August 2022  
*encl 12 – to follow*

**12. Updates from Working Groups:**

To receive reports from the following (if applicable):

- a. Blooms in St. Osyth
- b. Highways Working Party
  - i. to receive notes of the meeting of 16<sup>th</sup> August 2022 *encl 13 – to follow*
  - ii. to receive notes of the meeting of 11<sup>th</sup> October 2022 *encl 14 – to follow*
- c. Martin's Farm Park
- d. Playground, Youth & Open Spaces
  - i. to receive a report from Cllr's Grantham & Ward on the use of Priory Meadow by St Osyth Primary School, following the meeting of 31<sup>st</sup> August 2022 with the Headteacher and Facilities Manager, and a subsequent update from the Headteacher

**13. 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 15 – to follow*
- b. Essex Police
  - i. to receive Crime Statistics for July 2022 *encl 16*
  - ii. to receive Crime Statistics for August 2022 *encl 17*
- c. Footpaths (Cllr. Atkins)
- 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)

**14. 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)
  - i. to receive a report from the Clerk on the disposal of assets
  - ii. to receive a report from the Clerk on the use of the water valve on the former cricket pitch
  - iii. to receive a report from the Clerk on the maintenance of the Effluent Pumping Station
  - iv. to receive a report from the Clerk on repairs to the male toilets
- c. Point Clear Community Association (Cllr. Blockley)
- d. St Osyth Village Hall Management Committee (Cllr. Thomas)
- e. St Osyth Priory & Parish Trust (Cllr. Grantham)

- 15. Review of St Osyth Parish Council Code of Conduct:**  
To receive and review the Councils Code of Conduct, and to receive a report from the Chairman in respect of etiquette at Council meetings *encl 18*  
*The Chairman requests that the Code of Conduct and Appendix A is read prior to the meeting*
- 16. Committee Meetings:**  
To give consideration to the time of day at which Committee/ Working Party meetings could be held
- 17. Preparation of the Management Plan:**  
To receive a report from the Chairman
- 18. Dumont Avenue Play Area Consultation Paper:**  
To discuss the Consultation Paper published in the Parish magazine and how to encourage residents to respond
- 19. The Queen's Platinum Jubilee Copse/ Arboretum:**  
To receive a report from the Chairman
- 20. Vandalism:**  
To receive a report from the Clerk on the cost of vandalism to the residents of the village, and to discuss ways in which it might be dealt with
- 21. Fly-Tipping:**  
To receive a report from the Chairman & Clerk, and to consider suggestions which could be made to TDC, to reduce the amount of fly-tipping within the Parish
- 22. Anti-Social Use of Personal Water Craft (PWC):**  
To receive a report from the Chairman & Clerk on the meeting of 13<sup>th</sup> September 2022 with Brightlingsea Harbour Master and representatives of the Orchards Holiday Village
- 23. Maintenance (Sweeping) of Footways and Gulleys within the Conservation Area:**  
To receive an update from the Chairman
- 24. Climate Change:**
  - a. To acknowledge the requirement of the Parish Council to respond to Climate Change
- 25. Further Parish Matters: (exchange of information only)**