



## ST OSYTH PARISH COUNCIL



### Minutes of the Ordinary Meeting of the Council held at the Village Hall, St Osyth on Thursday 20<sup>th</sup> October 2022 at 7.00 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, Michele Thomas &  
Julie Ward

Cllr. John White arrived at 7.25 pm, following TDC business  
Cllr. Michael Talbot arrived at 7.40 pm, following TDC business

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.45 pm)

Martin Walsh (Responsible Financial Officer (RFO))

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

**PUBLIC PRESENT:** Two

#### **OM-22-116 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. Blockley declared a Non-Pecuniary Interest in respect of Planning Application 22/01483/VOC.

#### **OM-22-117 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN:**

The RFO informed the Council that whilst conducting the External Audit of the Parish Council's Annual Governance & Accountability Return (AGAR) for Year Ending 31<sup>st</sup> March 2022, PKF Littlejohn, had highlighted an error in the accounts as submitted.

- a. The RFO reported that the sum of £1.00 had been incorrectly allocated against the Local Council Tax Support Scheme (LCTSS) as opposed to the Precept.
- b. Whilst the explanation provided by the RFO had satisfied the External Auditor, questions had then been asked as to why there had been a reduction in the Council's spending, yet an increase in Fixed Assets. The RFO informed the Council that having explained the working practices of the Parish Council to the External Auditor, the matter had been closed and the AGAR signed off.
- c. The Clerk subsequently produced an amended Section 2 of the AGAR, which was countersigned by both the Chairman and RFO.

- d. Having been previously circulated, the Council reviewed the Annual Return for the Year Ending 31<sup>st</sup> March 2022.
- i. The Clerk informed the Council that there were no adverse comments, and that the Council was conducting its financial affairs in accordance with proper practices, regulatory requirements and relevant legislation.
- ii. **RESOLVED:** That the Council accept the Annual Return for the Year Ending 31<sup>st</sup> March 2022. The motion was proposed by Cllr. Ward and seconded by Cllr. Sinclair. All agreed.

**OM-22-118 PLANNING APPLICATIONS:**

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a.	<a href="#">22/01121/FUL</a> H Carter High Birch Farmhouse High Birch Road St Osyth	<p>Proposed retention of stables and associated menage.</p> <p>The Parish Council would reaffirm its comments of 22<sup>nd</sup> August 2022, in 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.</p> <p>Furthermore, it is noted that this site has already been subject of Planning Enforcement (20/00319/BLDOP3 refers.)</p>
b.	<a href="#">22/01215/OUT</a> Mr K Linton Maldon Wood Farm House Rectory Road St Osyth	<p>Outline planning permission for the erection of 1no. three bed dwelling with all matters reserved.</p> <p>Whilst it is recognised that this is an outline application, the lack of any details in respect of plans relating to both the proposed property and access, makes it difficult for the Parish Council to consider the application.</p> <p>This notwithstanding, the Parish Council objects to the application, the site of which is outside of a Settlement Development Boundary, and is deemed as being backland development, contrary to 5.8.3 of the Tendring District Local Plan 2013-2033 &amp; Beyond Section 2, Adopted on 25<sup>th</sup> January 2022, in that the proposed development could undermine the established character of an area, appear cramped relative to their surroundings, fragment established gardens with a loss of mature landscaping.</p>

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.  Whilst the Parish Council has no objections to the relocation of the stables, Councillors do object to the proposed siting and storage of touring caravans, for which it is considered that there is no necessity, and which at the very least should be a separate application with further information as to the intended use of the proposed caravan site.
d.	<a href="#">22/01422/FUL</a> South East Developments Ltd & Mr & Mrs Mockford Land at 9 Dumont Avenue Point Clear	Proposed alterations to existing house and erection of seven bespoke dwellings.  The Parish Council has very strong objections to this application and would reaffirm a number of its comments of 24 <sup>th</sup> June 2022, in respect of planning application 20/00573/OUT, which despite the reduction from 9 to 7 dwellings detailed in the current application, remain extant: <ol style="list-style-type: none"> <li>a. The 7 proposed dwellings proposed represent a gross, unnecessary and unwanted overdevelopment of a site outside of a Settlement Development Boundary, contrary to Policy SPL2 of the Tendring District Local Plan 2013-2033 &amp; Beyond Section 2, Adopted on 25<sup>th</sup> January 2022, which offer no economic, social or environmental benefits over any other scheme with planning permission in St Osyth in recent years.</li> <li>b. The proposed development is deemed backland development, contrary to 5.8.1 and 5.8.3 of the Adopted Local Plan, in that: <ol style="list-style-type: none"> <li>i. the land lies behind the line of existing development;</li> <li>ii. has little or no frontage to existing public highway;</li> <li>iii. does not form part of a large area allocated for development; and</li> <li>iv. development could undermine the established character of the area, especially if similar schemes were to be repeated elsewhere in the vicinity.</li> </ol> </li> </ol> For the reasons listed above, the Parish Council strongly objects to this application.

e.	<a href="#">22/01454/OUT</a> Mr P Collins Land adjacent to 108 Dumont Avenue Point Clear	Outline Planning Permission (all matters reserved) for 1no. dwelling (renewal of approved planning permission 18/00359/OUT).  No objections.
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.  The Parish Council has strong objections to the application as proposed. It is acknowledged that previously several applications for 2 x 4-bedroom dwellings have been approved, however, the plans as submitted are misleading for the following reasons: <ol style="list-style-type: none"> <li>a. Drawing 08a depicts the height of the proposed dwellings as being equal to that of the adjacent properties. The plan is incorrect in that it has seemingly added additional height to Recess Villas.</li> <li>b. Drawing 08a depicts the distance between the proposed dwellings and Recess Villas as being substantially wider than it is. The distance would in fact be considerably less, as indicated in drawing 03a.</li> <li>c. Drawing 08a depicts a car to the right of Plot B, whereas drawing 03a, shows the car as being directly in front of Plot B. Were drawing 08a to be accepted, the car, as drawn, would in fact be in the garden of the neighbouring property, the Coach House.</li> <li>d. The western visibility splay as indicated in drawing 09 is, in the opinion of the Parish Council, incorrect, and is short by some distance of the required 120m.</li> <li>e. Drawing 03a depicts 1 parking bay (cart-lodge) per property. The lack of parking is a serious omission, given that the plans indicate that there will only be 1 car per 5-bed property. Additional vehicles, of which there could be 4 or 5 per property, would potentially be parked on the verge in front of the proposed dwellings. Parking in this area would significantly reduce the visibility of approaching traffic, which is often travelling in excess of the 60-mph speed limit.</li> </ol>

		<p>f. The 8m x 8m turning area, as depicted, is marginally larger than the vehicles shown in drawing 03a. The Council has serious concerns that the size of the area, as drawn, is misleading and could in fact see vehicles encountering difficulties whilst trying to manoeuvre, or indeed reversing out onto the B1027.</p> <p>For the reasons listed above, the Parish Council strongly objects to this application.</p>
--	--	--

**OM-22-119 PUBLIC PARTICIPATION:**

- a. A member of the public addressed the Council in respect of Planning Application 22/01459/FUL, during which a number of objections were raised. The member of the public also highlighted what were believed to be inaccuracies with the plans as submitted.

The members of the public subsequently left the meeting at 7.50 pm.

<p>g.</p>	<p><a href="#">22/01483/VOC</a> Mr W Parsons Land off Oakmead Road Point Clear</p>	<p>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.</p> <p>Whilst the Parish Council acknowledge that planning application 19/00610/FUL, granted on 14<sup>th</sup> February 2020, gave permission for the construction of 4 x detached houses, Councillors deem the change of design to be out of character with the existing street scene, almost to the point where it could be the subject of a new application.</p>
<p>h.</p>	<p><a href="#">22/01542/FULHH</a> Mr K Savage Oak Lodge Rectory Road St Osyth</p>	<p>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.</p> <p>Whilst the Parish Council acknowledge that it previously had no objection to planning application 21/01352/FUL, granted on 29<sup>th</sup> September 2021, which gave permission for the construction as detailed, Councillors have expressed concern as to the impact the substantial increase to the existing cart-lodge will have on the rural location, especially given the increase in the footprint of the development.</p>

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.  No objections.
j.	<a href="#">22/01580/LUPROP</a> Mr J Hogarth 37 Manfield Gardens St Osyth	Proposed single storey rear extension and garage conversion.  <b>Approved on 18<sup>th</sup> October 2022.</b>
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.  No objections.
l.	<a href="#">22/01627/LUPROP</a> Mr & Mrs Whaymand 7 Point Clear Road, St Osyth	Proposed rear elevation dormer.  No objections.
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).  No objections.
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.  No objections.
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.  No objections.

## OM-22-120 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) from 12<sup>th</sup> August 2022 to 2<sup>nd</sup> September 2022 and 9<sup>th</sup> September 2022 to 7<sup>th</sup> October 2022.
- b. Correspondence from TDC in respect of types of Planning Applications.
- c. Correspondence from TDC in respect of Jaywick Sands Design Guide Supplementary Planning Document - Notice of Statutory Consultation.
- d. Correspondence between St Osyth Parish Council and TDC with regards to the District Council's Initiation of the Property Dealing Procedure in order to explore the Development Potential of Various Areas of Council Land.
- e. 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.

- f. Correspondence from a resident of St Osyth in respect of Planning Application 22/01459/FUL.
- g. Correspondence from a resident of Point Clear in respect of development in Cow Lane, Point Clear.

**OM-22-121 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of 18<sup>th</sup> August 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. Talbot and seconded by Cllr. Lockwood. All agreed.

**OM-22-122 SUMMARY OF ACTION:**

- a. OM-22-095 c. The Clerk reminded the Council that the notes of the Highways Working Party meeting of 16<sup>th</sup> August 2022 had been distributed as part of the agenda pack.
- b. OM-22-095 f. The Clerk informed the Council that the request for funding from the Primary School towards the purchase of children's litter picking equipment had been referred to the Finance Committee as a grant application.
- c. OM-22-096 d. The Clerk informed the Council that together with the Chairman, he had met with residents of Point Clear Bay to discuss the anti-social use of Personal Water Craft (PWC).
- d. OM-22-099 a i. The Clerk informed the Council that the subject of Ear Marked Reserves would be discussed by the Finance Committee.
- e. OM-22-099 b. The Clerk informed the Council that the administration of burial plots would be discussed at the next meeting of the Council.
- f. OM-22-101 d. The Clerk informed the Council that Cllr. Coe had undertaken a review of the benches within the Parish.
- g. OM-22-106 e. The Clerk informed the Council that Councillors stosyth.gov.uk email addresses would be operative as at 1<sup>st</sup> November 2022.
- h. OM-22-108 b i. The Clerk reminded the Council that the subject of parking on Cowley Park had been discussed at the Extraordinary meeting of 21<sup>st</sup> September 2022.
- i. OM-22-109. The Clerk informed the Council that a report would be given later in the meeting on the use of Priory Meadow by the Primary School.
- j. OM-22-110 a vii. The Clerk reminded the Council that the agenda packs had been distributed by Dropbox, but as a number of Councillors had experienced difficulty in opening the attachments, he had also sent the agenda pack via email as per normal.
- k. OM-22-113 b. The Clerk informed the Council that he had yet to submit a list of historic potholes to Cllr. Goggin.

- l. OM-22-115 c. The Clerk informed the Council that he had reported the damaged bollards at the closed end of St Clairs Road to Cadent, who had given assurance that the damage would be repaired upon the conclusion of their current works.
- m. OM-22-115 d. The Clerk informed the Council that he had forwarded the request for replacement reflective bollards at the front of the Village Hall to the Chairman of the Village Hall Management Committee (VHMC).

**OM-22-123 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Extraordinary Meeting of 21<sup>st</sup> September 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. Thomas and seconded by Cllr. Cooper. All agreed.

**OM-22-124 CORRESPONDENCE:**

The following correspondence was noted:

- a. Correspondence from the Smaller Authorities' Audit Appointments, with regards to the Audit period 2022/2023 – 2026/2027.
- b. Correspondence from the Point Clear Community Association (PCCA) with regards to bicycle safety.
- c. Correspondence from PKF Littlejohn LLP with regards to the Annual Governance & Accountability Return for 2021/2022.
- d. Correspondence from Essex Highways concerning the closure of the Highways Devolution Pilot Scheme.
- e. Correspondence from Cllr. Goggin, Essex County Council concerning Locality Fund Grants for 2022/2023.
- f. Correspondence from Essex & Herts Air Ambulance Trust (E&HAAT) thanking the Parish Council for its continued support and funding.
- g. Correspondence from the Essex Police Commercial Vehicle Unit concerning the outcome of a successful prosecution for the Unauthorised Movement of an Abnormal Load.

**OM-22-125 FINANCE:**

- a. Approval of payments for August and September 2022, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:
  - i. August 2022.

Current a/c	£133,139.35
Deposit	£53,268.77



- ii. September 2022.

Current a/c	£119,409.80
Deposit	£53,268.77

**OM-22-126 REPORTS FROM COMMITTEES:**

- a. **Cemetery Committee:** Cllr. Sinclair reported that due to the number of items on the agenda, she would be including several Cemetery related matters to the agenda for the Council's meeting in November 2022.

**OM-22-127 REPORTS FROM WORKING GROUPS:**

- a. **Blooms in St Osyth:** Cllr. Ward reported that she would be collecting the winter flowers in the near future.
- b. **Highways Working Party:** The notes of the meetings of 16<sup>th</sup> August 2022 and 11<sup>th</sup> October 2022 having been previously circulated, the Chairman invited comments from those present. None were forthcoming
- c. **Martin's Farm Country Park:** The Chairman informed the Council that a meeting was to be arranged.
- d. **Playground, Youth & Open Spaces Working Party:**

At the request of the Chairman, Cllr. Ward informed the Council of the meeting of 31<sup>st</sup> August 2022, attended by Cllr's Grantham and Ward, the Clerk, Mark Carter-Tufnell, and Malcom Over, Headteacher and Premises Manager respectively of St Osyth Church of England Primary School.

  - i. The Chairman subsequently narrated an email from Mr Carter-Tufnell, in which he had received instructions from the School's Trust to proceed with the quotation process for the installation of a gate in the school fence, giving access to Priory Meadow.
  - ii. At the request of the Chairman, the Clerk informed Councillors of a recent conversation with a representative of the Council's Insurance Company with regards to the use of Priory Meadow by the Primary School, during which the following had been clarified:
    - a) That the use of the play area by the Primary School would be acceptable provided that the Council conducted weekly checks of the play equipment. The Clerk confirmed that this was actioned weekly by the Community Warden.
    - b) That the use of the play area by the Primary School would be acceptable provided that the equipment was subject to an annual safety inspection. The Clerk confirmed that this was actioned annually by the Play Inspection Company.
    - c) That the use of the play area by the Primary School would be acceptable provided that the Council's insurance policy was current.

- d) That the use of the play area by the Primary School would be acceptable provided that a full Risk Assessment was completed by the school, and that a copy was retained by the Council.
- e) That the use of the play area by the Primary School would be acceptable provided that the school had its own liability insurance.
- iii. Cllr. Ward confirmed that were the scheme to go ahead, the children would be supervised by members of the school's staff.
- iv. The Chairman enquired as to the views of the Council, the consensus being that it was a very good idea.
- v. **RESOLVED:** That subject to the requirements as listed under OM-22-127 d ii a) – e), the Parish Council endorse the use of Priory Meadow play area by St Osyth Church of England Primary School, with all costs to be met by the Primary School. The motion was proposed by Cllr. Talbot and seconded by Cllr. White. All agreed.

#### **OM-22-128 REPORTS FROM REPRESENTATIVES:**

- a. **Essex Police:** Having been previously circulated, the Council reviewed the crime statistics for July and August 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.
  - iii. The Clerk informed the Council that as of November 2022, the statistics for St Osyth Beach and Point Clear would be broken down further to highlight crimes on the Bel Air Chalet Estate and in Point Clear Bay.
- b. **Footpaths:** Cllr. Atkins reported that he had met with representatives of the Tendring Ramblers, who conducted inspections of, and provided reports on all footpaths within Tendring. Cllr. Atkins continued that despite numerous emails, he had yet to receive a response from Shirley Anglin, Essex Highways Public Rights of Way (PRoW) Lead Officer.
- c. **Benches:** Cllr. Coe informed the Council that he had received a report from Harps Corp on the condition of benches within the Parish, which he would forward to the Chairman.
- d. **Litter Bins:** Nothing to report.
- e. **Planters:** Cllr. Ward reported that the capillary matting in the planters opposite The Priory was to be replaced.
- f. **Tree Warden:** Cllr. French informed the Council that during a recent site meeting at Cowley Park, attended by himself, the Chairman, Cllr. Thomas, the Clerk and Michael Wadham, Tendring District Tree Warden Coordinator, the latter had suggested that the Jubilee Copse be renamed the Queen Elizabeth II Arboretum, as to be deemed a copse it would have to contain native species only.

- i. Cllr. French confirmed that all present had thought this to be fitting.
  - ii. Cllr. French reported that whilst reviewing the area in which planting was to take place, the contractor responsible for the marking of the football pitches on Cowley Park had joined the meeting, as a result of which the area was marked out. Cllr. French continued that the contractor had since marked out the location of the trees and paths.
  - iii. Cllr. Ward enquired as to whether the trees would be marked with signs. The Chairman responded that tags similar to those used in the Cemetery would be placed on individual trees, with information on the type of trees and its sponsor being detailed on an interpretation board.
- g. **Tendring District Association of Local Councils (TDALC):**  
Cllr. Talbot gave the following report:
- i. The last meeting was held on 28<sup>th</sup> September. We were told that Mr Benjamin Newman Wright (Ben), our recently appointed Secretary had resigned. Linda Belgrove our new Chairman, who was for several years also the second representative from TDALC to the Executive of the Essex Association of Local Councils (EALC), said she would take on both roles herself until a new Secretary could be found.
  - ii. We had a proper finance report for the first time, which is one of the things that Linda, as our new Chairman has introduced, to give the meetings a more structured format.
  - iii. Frank Belgrove reported on the EALC's AGM held on 22<sup>nd</sup> September 2022 at Hylands House Chelmsford, giving a very full report.
  - iv. The Chairman suggested we should have some specific aims and asked members to choose five priorities from a list of ten and then publicise these as our way forward.
  - v. A draft of a website for TDALC was considered, which Linda largely produced. I congratulated her and all those who produced the draft, on the quality of the proposed website, which I thought was brilliant.
- h. **District Councillor's Report:**
- i. Cllr. White gave the following report:
    - a) That Graham Nourse, Head of Planning at Tendring District Council was retiring, therefore, Gary Guiver would assume responsibility for all planning matters.
    - b) That the District Council was having a recruitment drive in respect of Planning Enforcement and was ideally looking towards employing either ex Police officers or ex Armed Forces personnel.
    - c) That during a recent presentation on Enforcement, it had been established that of the 269 ongoing cases within the District, 85 were in St Osyth, with a considerable number being on the Bel Air Chalet Estate.

- d) That an inspection of the Bel Air Chalet Estate had taken place and that there was a new procedure for dealing with Enforcement cases which would work on a traffic light type system with red being urgent and green being something which could be dealt with at a later stage.
- ii. Cllr. Talbot gave the following report:
    - a) That 2 new Enforcement officers had been appointed, one of who would be assigned to the Bel Air Chalet Estate, such were the number of Enforcement issues.
    - b) That he had been summoned before the District Council Overview & Scrutiny Committee, following his decision to approve an event on the greensward in Frinton on Sea. Cllr. Talbot reported that the Committee had judged him to have acted correctly, an outcome with which he [Cllr. Talbot] was pleased.
- i. **Website:** Cllr. Lockwood reported that he had met with the Clerk to discuss improvements to the website and that there were 2 platforms to consider for an up to date, simplified website. He continued that together with the Clerk, he would be meeting with Andy Booth of Naglotech to discuss the website further.
- j. **Community Speed Watch:** Nothing to report.
- k. **Essex County Council:** Having arrived at 8.45 pm, Cllr. Goggin gave an overview of the following:
    - i. That he was sorry for being late to the meeting, due to the running order of the Brightlingsea Town Council meeting having been changed.
    - ii. That as part of the Government's plans for levelling up and cost of living support, the County Council would be providing assistance to the County's residents by way of
      - a) Free activity clubs, including the provision of nutritious meals.
      - b) An essential living fund available to families in crisis.
      - c) Funding for community groups.
      - d) A household support fund to help with basic living costs.
      - e) Social supermarkets.
    - iii. That the County Council's Pension Scheme was in a good state and was 97% funded.
    - iv. That the resurfacing of and installation of speed cushions at the crossroads was scheduled for November 2022.
    - v. That of the County Council's annual budget of £2,000 million, 60% was spent on Adult Social Care.
    - vi. That the Locality Fund for 2022/2023 was now open.

- vii. That Essex Highways had produced brochures for the Local Highways Panels, which were available to download.
- viii. Cllr. Sinclair enquired as to how social supermarkets would work. Cllr. Goggin stated that items close to their sell by/ use by dates would be sold at a reduced cost.

**OM-22-129 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:**

- a. **St Osyth Almshouse Charity:** Nothing to report.
- b. **St Osyth Playing Field Charity:**  
The Clerk gave the following report:
  - i. That the 2 mowers had been sold as per the price of £50.00 each, suggested by Sidge Kenny, following his inspection of the machines.
  - ii. That in order to remove the mowers, it had been necessary to move the roller, which the Clerk confirmed was operational. He continued that he was awaiting an update from James Handscombe as to the interest shown in the roller by somebody from Cornwall, and that, if necessary, Mr Bill Handscombe would store the mower at his farm, albeit that transporting the 800 kg roller could be problematic.
  - iii. That having inspected the water valve on Cowley Park, both the Clerk and Community Warden were satisfied that the pressure would be sufficient to water the trees in the Queen Elizabeth II Arboretum, once planted.
  - iv. That a specialist company would be inspecting the effluent pump station on Monday 24<sup>th</sup> October 2022, after which he [the Clerk] would be able to provide a further report.
  - v. That it had been necessary to instruct a local contractor to carry out repairs in the male toilets, after it had been established the bolts fixing the w/c to the floor had corroded.
- c. **Point Clear Community Association:** Cllr. Blockley reported that a meeting of the Association had been held on 19<sup>th</sup> October 2022, during which fees and payments had been the main discussion points.
- d. **Village Hall Management Committee:** Cllr. Thomas reported that the quarterly meeting was being held in the Main Hall as she spoke.  
  
For the benefit of the Council, the Clerk reported on the concerns of the Women's Institute (WI) over the use of CCTV cameras within the hall, and that a new system of parking enforcement was now in operation.
- e. **St Osyth Priory & Parish Trust:** Cllr. Grantham reported that the Trust had been advised that it could move forward to the next stage of submitting an application to the National Heritage Lottery Fund for funding the restoration of the Tithe Barn.

## **OM-22-130 REVIEW OF ST OSYTH PARISH COUNCIL CODE OF CONDUCT:**

- a. The Chairman drew the attention of Councillors to the Council's Code of Conduct, stating that the 7 Nolan Principles were a lot to live up to.
  - i. The Chairman reminded the Council of the addition of Appendix A, to the Code of Conduct, which had been drawn up and agreed by the Council.
  - ii. The Chairman reminded Councillors of the following:
    - a) That Councillors were required to provide apologies if unable to attend a meeting, including the reason for the absence.
    - b) That all questions were to be directed through the Chairman.
    - c) That Councillors should be able to give their respective reports or views without interruption, including unnecessary talking.
    - d) That Councillors should where possible stick to their respective time allocation when giving reports.
  - iii. The Chairman suggested that the times allocated to Councillors in which to deliver their reports be reviewed at the next meeting.

## **OM-22-131 COMMITTEE MEETINGS:**

The Chairman stated that there was a need to consider the time of certain meetings, given that several Councillors worked full time. The Chairman continued that in previous years almost all meetings had taken place in the evening, until such time as it was established that all Councillors were retired, therefore, the times had been changed to daytime meetings.

- a. The Chairman stated that having discussed the subject with the Chairman of Alresford Parish Council, it was a common problem for many Councils.
- b. The Chairman asked Councillors, especially those who worked for their views.
  - i. Cllr. Coe stated that the very nature of his job meant that he had numerous meetings on a daily basis, and that even if meetings were scheduled to take place on an evening, there was no guarantee that he would be able to attend.
  - ii. Cllr. Sinclair stated that given her job within education (both in school and as part of her own business) she would always have to prioritise children over a Council meeting.
  - iii. The Chairman thanked both Cllr's Coe and Sinclair for their frank and candid responses, adding that managing a full-time job and a commitment to the Parish Council was not an easy task.
  - iv. Cllr. French stated that for him personally, it did not matter at what time meetings were held.
  - v. The Chairman stated that with elections next year, it was important that any aspiring young Councillors should not be put off due to meeting times and their availability to attend daytime/ evening meetings.

- vi. The Chairman requested that Councillors review the timings of meetings at the Ordinary Meeting in November, and that consideration also be given to the impact of meeting times on the staff.

**OM-22-132 PREPARATION OF THE MANAGEMENT PLAN:**

The Chairman reported that she was in possession of the majority of reports/ updates and that she would be writing the Management Plan whilst out of the country.

**OM-22-133 DUMONT AVENUE PLAY AREA CONSULTATION PAPER:**

The Chairman requested that where possible Councillors encouraged residents to complete the Consultation Paper, regardless of whether they were in favour or against the proposed improvements.

**OM-22-134 THE QUEEN ELIZABETH II ARBORETUM:**

The report as given earlier by Cllr. French was noted.

**OM-22-135 VANDALISM:**

At the request of the Chairman, the Clerk reported that between October 2019 and October 2022, there had been £3,522.35 worth of damage to equipment at Cowley Park, especially the zip wire.

- a. Cllr. Thomas informed the Council that having received the information from the Clerk, she would be writing an article for the Parish magazine, highlighting the impact vandalism was having on the play area.
- b. Cllr. Kelly suggested that dummy cameras be placed overlooking the play area. The Chairman replied that the Community Warden was in the process of obtaining quotations for actual CCTV systems, which would be discussed by the Finance Committee at its next meeting.
- c. At the request of the Chairman, the Clerk informed the Council of a recent conversation with PCSO's Beer and Moss, who had been tasked by the Community Police Team Sergeant to liaise with the Clerk. The Clerk stated that having written to the District Commander asking for assurance that were CCTV to be installed, any offences recorded would be investigated, the information provided by the PCSO's was that only in the event of any CCTV footage having such clarity that the perpetrator(s) of any offence could be clearly identified would Essex Police investigate the matter further. Even then, there was no guarantee that any investigation would result in a prosecution.
- d. The Chairman stated that as a result of the information provided by the PCSO's, the Community Warden would be requesting examples of CCTV footage from whichever systems were being recommended.
- e. Cllr. Sinclair suggested that the Council could write to the secondary schools in the area.
- f. The Chairman then gave an example of a recent incident whereby a resident had witnessed a group of youths smashing the panels of the telephone box on The Bury. When the resident challenged the youths over their behaviour, the resident had been subjected to abuse and profanities.

**OM-22-136 FLY-TIPPING:**

The Chairman informed the Council that there was an increasing amount of fly-tipping and dog fouling within the Parish.

- a. The Clerk gave numerous examples of fly-tipping, including white goods being dumped in the entrance to the former Archery site and in the layby adjacent to Lamb Farm, as well as some 300+ tyres having recently been dumped on land adjacent to the Solar Farm at Frowick Lane.
- b. The Chairman continued that due to the increase in dog fouling, the possibility of mounting a TDC Rapid Deployment Camera along the Coffin Path was being investigated. The Chairman added that she had written to Sarah Potter, ECC PRow Officer for Tendring & Colchester, being that the Coffin Path was classed as a Public Right of Way (Footpath 3).
- c. Cllr. Blockley suggested that Tony Talbot could be informed of fly-tipping, being that he collected scrap metal.
- d. Cllr. White gave an example of recent littering at Chisbon Heath, in which the discarded rubbish contained a car park ticket displaying the registration number of the vehicle. Cllr's White and Talbot were of different opinions as to whether the land on which the litter had been discarded was public or private land. Cllr. White informed the Council that he would chase the matter and report back to the Council at the next meeting.

**OM-22-137 ANTI-SOCIAL USE OF PERSONAL WATER CRAFT (PWC):**

The Clerk gave an overview of the meeting of 13<sup>th</sup> September 2022, attended by Brightlingsea Harbour Master and representatives of the Orchards Holiday Village.

- a. The Clerk informed the Council that a member of The Orchards was to obtain costings for materials with which an enclosed car park could be created at Stone Point, and that a further meeting would be arranged once the costings had been confirmed.

**OM-22-138 MAINTENANCE (SWEEPING) OF FOOTWAYS AND GULLEYS WITHIN THE CONSERVATION AREA:**

The Chairman reported that following a number of complaints to the District Council about the standard of cleaning within the Conservation Area, there had been a noticeable improvement. The Chairman added that a resident who was being paid by the local businesses to sweep outside the shops and businesses along Clacton Road was doing a fantastic job. Several Councillors remarked that it was a shame that the resident could not take over from Veolia.

**OM-22-139 CLIMATE CHANGE:**

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

**OM-22-140 FURTHER MATTERS:**

- a. Cllr. Atkins enquired as to the date and time of the visit to St Osyth Priory. The Chairman reported that the visit had been arranged for 9.30 am on Saturday 3<sup>rd</sup> December 2022.
  - i. Cllr. Sinclair stated that as she had commitments until 11 am that day, she would not be able to attend.



- b. Cllr. White reported that he had recently walked into part of the railings along Clacton Road, which being broken, was leaning into the path of pedestrians. The Clerk stated that he would report this as an emergency to Essex Highways.
- c. Cllr. Coe enquired as to who was responsible for the maintenance of the site of the electricity substation in Manfield Gardens, as the grass was both untidy and beginning to encroach onto the footway. Cllr. White stated that the substation had been owned by Eastern Electricity, but that he did not know who now owned the land. The Clerk reported that he would ascertain ownership of the land and liaise with the relevant owners.

There being no further business the meeting was closed at 10.00 pm.

The date of the next meeting was set for 7.00 pm on Thursday 17<sup>th</sup> November 2022.

<b>Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 20<sup>th</sup> October 2022</b>		
OM-22-122 k	Historic Potholes	Clk to notify Cllr. Goggin
OM-22-126 a	Cemetery Matters	PC to discuss in November
OM-22-128 i	Website	Cllr. Lockwood & Clk to action
OM-22-129 b ii	Sale of Roller	Clk to liaise with James Handscombe
OM-22-129 b iv	Maintenance of Effluent Pump	Clk to action
OM-22-130 a iii	Cllr's Reports	PC to discuss in November
OM-22-131 b vi	Timings of Meetings	PC to discuss in November
OM-22-135 a	Publication of the Cost of Vandalism	Cllr. Thomas to action
OM-22-135 b	Installation of CCTV	Finance Committee to discuss
OM-22-136 d	Littering	Cllr. White to update PC
OM-22-140 a	Visit to St Osyth Priory	Cllr's to attend
OM-22-140 b	Damaged Railing	Clk to action
OM-22-140 c	Ownership of Substation Land	Clk to action

Signature:  
SW Grantham  
Chairman

*[Signed on Original]*