



## ST OSYTH PARISH COUNCIL



### Minutes of the Ordinary Meeting of the Council held at the Village Hall, St Osyth on Thursday 19<sup>th</sup> January 2023 at 7.00 pm

**PRESENT:** Chairman: Cllr. Alma Blockley, Vice-Chairman: Cllr. Karen Sinclair  
Cllr's Clive Atkins, Gary Coe, David Cooper, Ray French,  
Mandy Kelly, John Lockwood, Michael Talbot, Michele Thomas,  
Julie Ward & John White

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.30 pm)

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

**PUBLIC PRESENT:** Two

#### **OM-22-187 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. Coe declared a Non-Pecuniary Interest in respect of Planning Application 22/02020/FULHH.

#### **OM-22-188 PLANNING APPLICATIONS:**

	<b>APPLICATION &amp; ADDRESS</b>	<b>PROPOSAL</b>
a.	<a href="#">21/02129/FUL</a> Park Holidays UK Ltd Oaklands Holiday Village Colchester Road St Osyth	<p>Proposed use of land for the stationing of static holiday caravans and lodges and associated works.</p> <p>In addition to its submission of 21<sup>st</sup> January 2022, the Parish Council strongly objects to this application on the basis that, if approved, the additional 138 pitches, which are to be sited on agricultural land, will see the site increase from 295 pitches to 433 pitches. This will result in a potential increase of 276 vehicles, entering and exiting the site, from and onto the B1027, in an area where there have been numerous fatalities in the past 10 years, including one as recently as 6<sup>th</sup> December 2022.</p> <p>It is worthy of note that the 'Draft Conditions for Review V1' received by TDC on 11<sup>th</sup> January 2023, make no reference to paragraph 7 of the ECC Highways Consultee response of 29<sup>th</sup> July 2022 (HT/TST/SD/CJS/51186-4B refers), which states:</p>

		<p><i>A financial contribution of £10,000 (to be index linked) towards future speed reduction measures on Colchester Road in the vicinity of the site (Payback 5 years on last occupation if a scheme is not forthcoming). This condition requires a Legal Agreement between the Applicant/Developer and the Highway Authority using the powers in Section 106 of the Highways Act, 1980.</i></p> <p><i>Reason: To protect highway efficiency of movement and safety and to ensure the proposal site is accessible, in accordance with policy DM1 and DM17.</i></p> <p>The Parish Council would also reaffirm its previous comments that albeit that tourism is a major industry within Tendring District, the Parish Council has concerns that additional large scale holiday accommodation within the vicinity of St Osyth will impact on the already struggling infrastructure, especially the road system.</p>
b.	<a href="#">22/01627/FULHH</a> Mr T Whaymand 7 Point Clear Road St Osyth	Proposed rear elevation dormer.  No objections.
c.	<a href="#">22/01991/FUL</a> Mr C Gibbs Land West of Clay Lane St Osyth	Proposed stationing of 5 self-contained holiday units and associated parking.  Following a discussion in respect of the proposed application, Councillors voted by a margin of 6 to 4 against the application, on the basis that the proposed holiday units, would if approved, set a precedence for similar sites, elsewhere in the area, which would be to the detriment of the setting.
d.	<a href="#">22/02020/FULHH</a> Mrs C Vickery 11 D'Arcy Road St Osyth	Proposed two storey rear extension.  No objections.
e.	<a href="#">22/02043/FULHH</a> Mrs J Higgins 6 Tower Estate Point Clear Bay	Proposed works to increase overall height of building to form new first floor level. Creation of upper ground floor and first floor overhang to increase living area. Relocation of entrance to side elevation at ground floor. Weatherproof cladding to the external finish of property and existing pitch roof replaced with new EPDM Split Skillion roof.  No objections.
f.	<a href="#">22/02070/TCA</a> St Osyth Priory Estates Ltd St Osyth Priory The Bury St Osyth	1 No. Sycamore and 6 No. Poplar adjacent to precinct wall - remove.  This application is referred to the TDC Tree & Landscape Officer for consideration.

g.	<a href="#">22/02083/LBDISC</a> Messrs R.A T.R D.R & A.I Sargeant St Osyth Priory The Bury St Osyth	Discharge of condition 4 (Building Record) of application 22/00662/LBC.  No objections.
h.	<a href="#">22/02094/FULHH</a> Mr & Mrs Dunn 9 Beacon Heights Point Clear	Proposed single storey side extension, first floor rear extension and external alterations.  No objections.
i.	<a href="#">22/02104/FULHH</a> Mr A Emery 308 Point Clear Road Point Clear	Proposed first floor extension.  No objections.
j.	<a href="#">22/02122/VOC</a> St Osyth Priory Estates Ltd St Osyth Priory The Bury St Osyth	Application under Section 73 of the Town and Country Planning Act, to allow a variation of condition(s) 2 (Approved plans) of 19/00032/FUL to enable/allow amendments to the North Lodges, including raising the lodges from two-storey buildings to three-storey and the reorientation the garages with the addition of a wall with gates.  Following a discussion in respect of the proposed application, Councillors voted by a margin of 6 to 4 against the application, on the basis that the lodges should remain as two-storey buildings as approved by planning application 16/00671/FUL on 18 <sup>th</sup> May 2016.
k.	<a href="#">23/00001/FULHH</a> Mr & Mrs Barnard Hazel Brook House Daltes Lane St Osyth	Proposed erection of habitable annex accommodation to rear of existing dwelling.  The Parish Council object to this application on the basis that whilst the proposed accommodation is referred to as a 'habitable annex' there is every possibility that the accommodation could become a permanent residence, and as such would be deemed as backland development, contrary to Policy LP8 of the Tendring District Local Plan 2013-2033 & Beyond Section 2, Adopted on 25 <sup>th</sup> January 2022.  Additionally, given the distance of the proposed annex from the existing dwelling (approximately 125m), there are also concerns that the application does not fulfil the definition of an annex, which is commonly referred to as 'a building that is attached to or near a larger building and usually used as part of it.'

#### OM-22-189 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) from 9<sup>th</sup> December 2022 to 6<sup>th</sup> January 2023.

- b. Correspondence from a resident with regards to Planning Enforcement Application 22/01991/FUL.
- c. Correspondence from Tendring District Council in respect of Planning Appeal APP/P1560/W/22/3308647 (TDC 21/01000/FUL) St John's Plant Centre, Earls Hall Drive, St Osyth.
  - i. It was requested that the Clerk submit representation on behalf of the Parish Council, objecting to the application.

**OM-22-190 APPROVAL OF MINUTES:**

**RESOLVED:** That having been previously circulated, the minutes of the Ordinary Meeting of 15<sup>th</sup> December 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. Sinclair and seconded by Cllr. Lockwood. All agreed.

**OM-22-191 SUMMARY OF ACTION:**

- a. OM-22-172 b. The Clerk informed the Council that the meeting with Cllr. Lockwood and Andy Booth of Naglotech, to discuss the improvements to the website, would be discussed later in the meeting.
- b. OM-22-180 b ii. The Clerk informed the Council that he was waiting for a suitable date to meet with both football clubs to discuss the use of Cowley Park for parking.
- c. OM-22-180 e i. The Clerk informed the Council that he had yet to approach the St Osyth Priory & Parish Trust with regards to the Council being able to view the Trust's accounts.
- d. OM-22-181 b. The Clerk informed the Council that he had drafted a letter of appreciation to the former Chairman of the Parish Council, Mrs Sonia Grantham Medallist of the Order of the British Empire Medal (BEM), which he had yet to send.
- e. OM-22-182 g i. The Clerk reminded the Council that the use of sheep in the Cemetery would be discussed later in the meeting.
- f. OM-22-184 a v h. The Clerk reminded the Council that the letter to the County Council's Cabinet Member for Highways would be discussed under correspondence.
- g. Cllr. Talbot addressed the Council, detailing a motion which he moved be accepted by the Parish Council. Cllr. Talbot subsequently narrated the following:
  - i. "As this St Osyth Parish Council moves into 2023, we would like to place on record our thanks and appreciation for the many years of Service, including 14 years as our Parish Council Chairman, that were given by Mrs Sonia Grantham (BEM) to the residents of St Osyth. She had resigned from our Council, because of other business in the Parish which required her priority, but we wish her every success with her other village responsibilities in the years to come".

- ii. **RESOLVED:** That St Osyth Parish Council formally acknowledge the service to the community of St Osyth and to St Osyth Parish Council by Mrs Sonia Grantham (BEM). The motion was proposed by Cllr. Talbot and seconded by Cllr. White. All agreed.

**OM-21-192 PUBLIC PARTICIPATION:**

- a. A member of the public addressed the Council on the condition of Seaview Road and Seawick Road, which due to the number of potholes, were in desperate need of resurfacing. They stated that whilst not a responsibility of the Parish Council, they hoped to use the Council as a conduit to Tendring District Council, which whilst having no jurisdiction over highways, did have a responsibility under Section 230 of the Highways Act 1980 to obviate the risk of damage to vehicles.
  - i. Having given several examples of damage to vehicles caused by the condition of the road, and incidents of danger to pedestrians, the member of the public stated that Section 230, would empower the District Council to intervene in order to obviate the risk of damage to vehicles, and issue a notice to Essex Highways, ordering the repair of the roads, with the cost being borne by the latter.
  - ii. The member of the public stated that they would be writing to the District Council to request that Essex Highways be instructed to carry out the necessary repairs.
  - iii. Cllr. Blockley informed the member of the public that the Parish Council had previously discussed the condition of the roads, to which the member of the public stated that they had seen Parish Council minutes which referred to an incident whereby 2 ambulances had been stuck as a result of the potholes. They continued that they would also be writing to the Essex County Fire & Rescue Service to seek an opinion as to the accessibility for fire appliances to the Bel-Air Chalet Estate.
  - iv. Cllr. Blockley suggested that it would probably be necessary for the residents to seek some form of legal advice to resolve the issue. The member of the public stated that he had previously received an email from Cllr. White advising that the repair of Seaview Road and Seawick Road was the responsibility of those premises/ properties fronting the road, and that they [the member of the public] did not agree with this advice.
  - v. Cllr. Blockley enquired as to whether the roads were owned by a property company. The member of the public responded that the houses along the 'approach roads' were privately owned and that once on the Bel-Air Chalet Estate, the properties were either owned on a leasehold basis and that the freeholder was a company called Goldenbell Ltd, with the estate being managed by JS Estates.
  - vi. Cllr. Blockley stated that other than support the request, there was little that the Parish Council could do.

- a) Cllr. Thomas added that this was the first occasion whereby the Parish Council had been informed of legal options open to the owners of properties on the estate.
  - b) The member of the public stated that their next course of action was to seek the support of the District Councillors.
- vii. Cllr. White thanked the member of the public for providing the details of Section 230 of the Highways Act 1980, before introducing the member of the public to a second member, who also had an interest in the Bel-Air Chalet Estate.
- b. A second member of the public stated that Cllr. White had previously referred to Section 230 and 'riparian rights' and that having obtained a copy of the transcript of the District Council meeting at which the issue had been discussed, they had written to the District Council.
- i. The member of the public stated that they had been informed that there was no water running under or through the properties, which were therefore not subject to riparian rights. They continued that Cllr. White had previously referred to Section 232 of the Highways Act 1980, therefore, he was aware of the options available to the District Council to order the repair of the road.
  - ii. Cllr. White stated that following a number of complaints from residents of the Bel-Air Chalet Estate, he had visited the site in order to view for himself the condition of the roads. Cllr. White continued that the main problem was that of the roads being unadopted, with the responsibility for the maintenance being that of the landowners either side of the road.
    - a) Cllr. White stated that the District Council's definition of riparian rights differed to that of the member of the public, and that the repair of Seawick Road, which was part of the estate owned by Goldenbell Ltd, over which those living on the estate had right of access, was the responsibility of the landowner.
  - iii. Cllr. White reported that there was a possibility, which had yet to be confirmed, that the District Council could enforce the repair of Seaview Road, but the cost would be borne by the owners of the premises/ properties fronting the road.
  - iv. The Clerk subsequently narrated an extract from a Land Registry Title of a property on the Bel-Air Chalet Estate which stated:

*"TOGETHER WITH a right with or without vehicles at all times and for all purposes over and along the roads and footways situate within Seawick Holiday Village for the purpose of access to and egress from the property to the public highway and vice versa SUBJECT to the Transferee and his successors in title paying a proper and reasonable proportion of the cost of the upkeep and maintenance of the said road and footways."*

- a) The second member of the public stated that the wording related to freehold properties only, and that as a leaseholder of a property on the estate that there was nothing in their deed to state that they had any responsibility for the maintenance of the road, which was purely the responsibility of the landowner i.e. Goldenbell Ltd.
  - b) The second member of the public enquired as to why the owners of the estate did not chase the freeholders for financial contributions towards the maintenance of the roads.
- v. The Chairman stated that other than to support the repair of the road, there was very little the Parish Council could do.
- a) The first member of the public stated that they hoped to have the support of the Parish Council when raising the matter with the District Council.
    - i) Cllr. White stated that as a District Councillor he would have to take his advice from the Council's legal officers, but that having visited the estate he was fully aware of the situation.
  - b) The second member of the public stated that what was being ignored was the fact that with the exception of a few, the properties on the chalet estate should not be occupied at this time of year, however that permission had been granted to the landowner, not the leaseholders.
    - i) The second member of the public stated that if the properties were not occupied and the roads not used, in keeping with the permissions, the road could be repaired, but as the District Council had for decades ignored the breach of planning permissions, there were now over 100 properties, of which the majority of residents were on benefits, occupied all year round.
- vi. The Chairman reiterated her comment that there was very little the Parish Council could do.
- a) The second member of the public stated that as Cllr. White was present, they wished to discuss the issue of the Bel-Air Chalet Estate with him.
  - b) Cllr. Sinclair informed the members of the public that Cllr. White was present in his capacity as a Parish Councillor, not as a District Councillor, and that District Council matters were not open for discussion.

Both members of the public left the meeting at 8 pm.

**OM-22-193 CORRESPONDENCE:**

The following correspondence was noted:

- a. Correspondence between Point Clear Community Association (PCCA) and St Osyth Parish Council concerning various issues of interest to the former.

- i. The Clerk recommended that the request for meetings to be held at Dumont Hall be an agenda item for the February meeting. All agreed.
- b. Correspondence from the District Council's Monitoring Officer with regards to Disclosable Pecuniary Interests.
- c. Correspondence between St Osyth Parish Council and Cllr. Lee Scott, Essex County Council Cabinet Member for Highways Maintenance & Sustainable Transport, concerning the delay in safety improvements to the crossroads.
- d. Correspondence from a member of Layer De La Haye Parish Council, regarding the '20's Plenty' speed reduction campaign.
- e. Correspondence, in the form of an 'open letter' from the Chairman of the National Association of Local Councils (NALC).
- f. Correspondence from the Essex & Herts Air Ambulance Trust thanking the Parish Council for the Annual Parish Grant.

**OM-22-194 FINANCE:**

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

Current a/c	£154,749.88
Deposit	£53,268.77

**OM-22-195 REPORTS FROM COMMITTEES:**

a. **Finance Committee:**

- i. The Minutes of the Finance Committee meetings of 14<sup>th</sup> December 2022 and 11<sup>th</sup> January 2023 having been previously distributed, Cllr. Cooper, in his capacity as Chairman of the Finance Committee, drew the attention of the Council to F-22-049 c, the recommendation that the Parish Council accept the quotation of £6,966.00 from GCS Alarms, for the installation of a CCTV system at Cowley Park.
  - a) **RESOLVED:** That the Parish Council approve the recommendation of the Finance Committee of 11<sup>th</sup> January 2023, that the Parish Council accept the quotation of £6,966.00 from GCS Alarms, for the installation of a CCTV system at Cowley Park. The motion was proposed by Cllr. Lockwood and seconded by Cllr. Sinclair. All agreed.
- ii. Cllr. Sinclair enquired as to whether the surplus generated by the Cemetery, due to the increased number of 'Out of Area' burials in 2022/2023, would be put back into the upkeep of the Cemetery, or would be absorbed into Reserves.



- a) The Clerk informed the Council that it would be a combination of both, as a number of projects within the Management Plan for 2023/2024 would be brought forward into the current financial year. These projects included:
  - i) The replacement of the soffits and fascia on one, or possibly both, of the buildings in the Cemetery.
  - ii) The repainting of the interior of the Chapel, including the repair of the cracked ceiling.
- iii. Cllr. Sinclair remarked that the grant request from the Primary School was excessive, and that she did not consider it a sensible use of funds.
  - a) Cllr. Cooper informed the Council that when the Finance Committee had originally suggested the sum of £350.00, following the request for funding from the Primary School, the Council had objected, stating that the request should be considered by way of a grant application to the Parish Council.
  - b) Cllr. Kelly stated that she strongly objected to the school receiving the amount requested by way of the subsequent grant application.
  - c) Cllr. Coe stated that the Primary School was part of a Trust with substantial assets, and that if litter picking equipment was actually required it should be purchased and provided by the Parish Council.
- iv. The Clerk advised Councillors that if they wished to accept, amend or object to any of the grant applications, now was the time to do so. The Clerk continued that the approval of the Council was required before the respective organisations could be notified. He subsequently narrated the list of applicants, together with the requested amounts, which with the exception of the Primary School were all approved by the Council.
  - a) Cllr. Sinclair suggested that the funding for the purchase of litter picking equipment for the Primary School be reduced from £472.97 to £236.49, with the remaining amount to be match funded by the Primary School.
  - b) **RESOLVED:** That the Parish Council ratify the recommendation of the Finance Committee to approve the Council's Annual Parish Grants, payable in October 2023, with the exception of St Osyth Church of England Primary School, for which the requested sum of £472.97 be reduced to £236.49. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Coe. All agreed.

**OM-22-196 APPROVAL OF THE BUDGET FOR 2022/2023:**

The Minutes of the Finance Committee meetings of 14<sup>th</sup> December 2022 and 11<sup>th</sup> January 2023 having been previously distributed, the Clerk briefed the Council with regards to the setting of the budget for 2023/2024.

- a. The Clerk informed the Council that the budget for 2023/2024 took into account the inclusion of items/ projects contained within the Management Plan for 2023/2024, the latter having been approved in principle by the Council on 15<sup>th</sup> December 2022, and which would be formally approved later in the meeting.
- b. **RESOLVED:** That the Parish Council approve the Budget for 2023/2024, as recommended by the Finance Committee on 11<sup>th</sup> January 2023. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Kelly. All agreed.

#### **OM-22-197 APPROVAL OF THE PRECEPT FOR 2023/2024:**

The Minutes of the Finance Committee meetings of 14<sup>th</sup> December 2022 and 11<sup>th</sup> January 2023 having been previously distributed, the Clerk briefed the Council with regards to the setting of the Precept for 2023/2024.

- a. The Clerk gave an overview of the Precept requirement, which the Finance Committee had, at its meeting of 11<sup>th</sup> January 2023, recommended be set at £162,602.00, resulting in an annual payable sum of £83.35 for a Band D property. This would represent an increase of £3.60 or 4.5% to the Precept from the previous year.
- b. **RESOLVED:** That the Parish Council ratify the recommendation of the Finance Committee, in that the Precept request to Tendring District Council for 2023/2024 be set at £162,602.00, an increase of £3.60 or 4.5% from the previous year, which would result in the annual payable sum for a Band D property being £83.35. The motion was proposed by Cllr. Kelly and seconded by Cllr. Ward. All agreed.

#### **OM-22-198 REPORTS FROM WORKING GROUPS:**

- a. **Blooms in St Osyth:** Nothing to report.
- b. **Highways Working Party:** Nothing to report.
- c. **Martin's Farm Country Park:** Nothing to report.
- d. **Playground, Youth & Open Spaces Working Party:** Nothing to report.

#### **OM-22-199 REPORTS FROM REPRESENTATIVES:**

- a. **Essex Police:** Having been previously circulated, the Council reviewed the crime statistics for November 2022.
  - i. Cllr. Kelly informed the Council of offences in Point Clear by location and where practicable the status of the investigation.
  - ii. The report by Cllr. Cooper detailing the statistics for offences reported in St Osyth, by location, together with the status of the investigation.

- b. **Footpaths:** Having been previously circulated, the report by Cllr. Atkins was noted:
  - i. I have received a reply from Shirley Anglin, PRow Lead Officer for Essex Highways to my email dated 13<sup>th</sup> October. She is happy to forward new waymark signs to me, so this is a positive move but no information on the posts as of yet.
  - ii. Updates on Footpaths (FP)
    - a) FP1 to the south of Maldon Wood has had a footbridge repaired.
    - b) FP27 to the east of Row Heath has a problem with vegetation at its eastern end, but this path is considered unused due to its termination at the busy A133. In the past it would have been possible to continue onto FP26 but this is now considered too dangerous.
    - c) There are numerous issues with other paths mainly with missing furniture, i.e. posts that have been reported to Essex Highways and are in their system for maintenance.
- c. **Benches:** Nothing to report.
- d. **Litter Bins:** Nothing to report.
- e. **Planters:** Nothing to report.
- f. **Tree Warden:** Nothing to report.
- g. **Tendring District Association of Local Councils (TDALC):** Having been previously circulated, the report by Cllr. Talbot was noted:
  - i. The Tendring District Association of Local Councils do not meet again until next Wednesday, 25<sup>th</sup> January. The last meeting was reported on at our December meeting.
- h. **District Councillor's Report:** Having been previously circulated, the report by Cllr. Talbot was noted:
  - i. A great deal of our business has been concerning the number of different benefits that residents are entitled to, and in particular the elderly with, for example, winter fuel payments, the disabled and those in receipt of some existing government benefit, like income support.
  - ii. John and I decided we would write this up for the February issue of the Parish Magazine, to get as wide an audience as possible.
  - iii. We also reported in the magazine on the problems with Thurrock Council, to whom we had loaned £6 million, and that Council have now gone bust. A full explanation is in the magazine.

- a) Cllr. Coe enquired as to why the District Council had invested in another authority at risk of bankruptcy, and whether due diligence had been practiced prior to the loan?
  - b) Cllr. Talbot stated that the District Council was free to invest in or loan to other Local Authorities, such as Thurrock, as such investments/ loans were underwritten by the Government.
- iv. On 11<sup>th</sup> January, Cabinet members had their 'face to face' scrutiny of their budget requirements for their areas of responsibility, in front of the Resources Overview and Scrutiny Committee.
- i. **Website:** Cllr. Lockwood reported that a meeting to discuss the improvements to the website, had been arranged for Monday 30<sup>th</sup> January 2023, and that the meeting would be attended by Andy Booth of Naglotech, the Clerk and himself [Cllr. Lockwood.]

**OM-22-200 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:**

- a. **St Osyth Almshouse Charity:** Having been previously circulated, the report by Cllr. Sinclair was noted:
- i. The next meeting of the Trustees of the Almshouses is on Tuesday 31<sup>st</sup> January 2023.
  - ii. The windows at the Almshouses in Clacton Road have now been repainted.
  - iii. The damp issue at 23 Clacton Road has been dealt with by contractors but a further inspection after 6 months has been recommended to ensure that the problem has been rectified.
- b. **St Osyth Playing Field Charity:**
- i. Having been previously circulated, the report by the Clerk was noted:
    - a) On 2<sup>nd</sup> November 2022, Cllr. Thomas, Sonia Grantham, former Chairman, the Community Warden, Ken Belcher and I met at Cowley Park pavilion to discuss possible improvements to the pavilion in 2023/2024.
    - b) During the meeting numerous suggestions to improve the interior of the pavilion, and a number of defects were identified for which Ken was requested to obtain quotations. These included:
      - i) Hallway:  
New flooring, a two-way lighting switch and a stainless-steel kick plate.
      - ii) Kitchen:  
Replacement and realignment of cupboard doors and the installation of coving.

- iii) Ladies Toilet:  
New toilet suite required and one of the three doors to be removed.
  - iv) Official's Changing Room:  
Ceiling to be replaced. Hot water heater and electric hand-dryer to be installed.
  - v) Gents Toilets:  
New flooring, WC and push down taps and bulkhead lighting required.
  - vi) Home Changing Room:  
New flooring is required and electric box to be made good.
  - vii) Away Changing Room:  
Electric panels to be boxed in, ceiling to be repaired and shower heads replaced.
  - viii) Decorating:  
Pavilion to be decorated throughout and any defects to be made good.
- c) To date only one quotation for the works has been received. This quote amounts to £24,872.00, less VAT. The Playing Field Charity is not VAT registered, therefore, should the Charity look to fund the improvements there will be no possibility of reclaiming VAT.
  - d) Due to the amount of funding required it is likely that a number of grant applications will have to be made to different funding bodies. Further investigation as to available funding is required.
  - e) A request has also been received from the newly formed St Osyth Rotary Club to install a defibrillator within the pavilion. The cost of the defibrillator is £1,075.00.
  - f) The Rotary Club will make a donation of £200.00 and have also secured a grant of £300.00 from The Heart Foundation. It has been suggested that the remaining balance of £575.00 be covered by the Playing Field Charity/ Parish Council and the football clubs.
- N.B. Elmden Rovers Youth Football Club have their own defibrillator.
- i) Cllr. Ward suggested that St Osyth Football Club could invest in their own defibrillator.
  - g) The defibrillator is deemed to be 'maintenance free', apart from a replacement battery every five years, at a cost of £217.00, or a set of pads after use. The Rotary Club will cover these costs. The defibrillator would have to be insured under the existing policy.

- h) There is a time limit on the grant from The Heart Foundation, which runs out in February. It is worthy of note that the Point Clear Community Association (PCCA) have recently installed a defibrillator provided by Defib-Machines under a rental agreement at a cost of £1.00 per day. This includes both maintenance and replacement pads.
  - i) Cllr. Ward stated that there was little point in having a defibrillator installed within the pavilion, as it would only be accessible when the pavilion was in use, such as football matches. Cllr. Ward continued that were a defibrillator to be installed, it would be best located on the exterior of the pavilion. Whilst this would make the device accessible to all, it would also leave it open to vandalism, which was of great concern to the Council.
  - ii) Cllr. White informed the Council that technically the St Osyth Rotary Club did not exist in law, and the 'Friends of Rotary' as they should be referred to, were an affiliation of the Brightlingsea Rotary Club.
  - iii) Cllr. White stated that should a defibrillator be installed at the pavilion, any application for funding would have to be submitted by the Playing Field Charity. This, he continued, was similar to the situation whereby the application for funding for a defibrillator at the Village Hall submitted by the Women's Institute (WI) had been deferred by the Finance Committee pending the application being resubmitted by the Village Hall Management Committee (VHMC), which was the actual organisation responsible for the Village Hall.
  - iv) It was agreed that the subject of a defibrillator at Cowley Park would be discussed at the February meeting.
- ii. Having been previously circulated, the joint report by Cllr's Thomas and French was noted:
  - a) A meeting was held on Wednesday 11<sup>th</sup> January 2023. In attendance were Sonia Grantham, Cllr's Thomas and French, together with the Clerk and Deputy Clerk.
  - b) An update was given by Sonia Grantham and the date the trees will be planted is 17<sup>th</sup> February 2023. Work will start at 08:00 and it is understood that all the trees (being delivered by 10:00 that same day) will be planted in their respective locations.
  - c) The Pavilion will be opened for tea, coffee and biscuits for the workers.
  - d) Security of the trees was discussed to protect against theft and/or vandalism. No final decision was reached as a couple of options are to be investigated.

- e) The notice boards x 2 will provide information on the respective trees. There will be a list of the businesses, organisations and people who have sponsored or purchased a tree. A brief social history will contain dates that each business and organisation was established highlighting their contribution to the Parish of St Osyth.
  - f) It was agreed that individual people who have purchased a tree will be asked if they wish to include words that indicate their tree is in memory of any person/s along with their name.
  - g) It was confirmed that every tree will be numbered in order to provide ease of identification. It had been suggested by Harps Corp (manufacturers of benches and notice boards around the Parish and a sponsor of the trees) that a handmade wooden tag in the shape of the tree leaf with an inscription of the person who has purchased the tree be hung from each tree however this was dismissed due to the possibility of theft! It was agreed that in due course, as this was not a matter of urgency, that people may wish to have one as a keepsake for themselves.
- c. **Point Clear Community Association:** Nothing to report.
  - d. **Village Hall Management Committee:** Nothing to report.
  - e. **St Osyth Priory & Parish Trust:** Nothing to report.

#### **OM-22-201 REPORTS FROM REPRESENTATIVES:**

- a. **Essex County Council:** Having arrived at 8.30 pm, and his report having been previously circulated, Cllr. Goggin gave an overview of the following:
  - i. That as a result of information provided by the Clerk and Community Warden, he [Cllr. Goggin] had submitted a further 7 potholes for repair as part of the Member-Led Repair Programme. He continued that there was no guarantee that the repairs would be completed, however, he was hopeful due to a number of Councils having not submitted their full quota.
  - ii. That there was likely to be a 3.5% increase in rates, of which 2% would be directed to adult social care. Cllr. Goggin added that all of the rates paid by the residents of Essex just about covered the cost of adult social care and childcare, and that due to the population living longer, everyone would, at some stage in their life, be involved with an element of adult social care.
  - iii. That a recent report into the use of electric scooters in Colchester and Chelmsford indicated that some 1.3 million journeys had been made using the scooters.
  - iv. That the number of Police Officers in Essex was at its highest ever, having increased by 905 to 3,623.

- v. That the application for funding of £3,500.00 from the Point Clear Community Association towards solar panels had been approved by the County Council's Community Initiatives Fund (CIF).
- vi. That the weekly average of potholes reported to Essex Highways was 380, however, there had been 840 reported so far during the week commencing 16<sup>th</sup> January 2023, and that of the 78 potholes reported in Tendring District, during that same period, 78 had been repaired.
  - a) Cllr. Coe informed Cllr. Goggin that he [Cllr. Coe] was of the understanding that Essex County Council were redirecting funds intended for Essex Highways elsewhere.
  - b) Cllr. Goggin stated that it was not his understanding and that despite saving money the County Council was actually spending more.

**OM-21-202 APPROVAL OF THE MANAGEMENT PLAN:**

The draft Management Plan for 2023-2025 having been approved in principle at the meeting of 15<sup>th</sup> December 2022, the Clerk informed the Council that the Management Plan, costings for which had been scrutinised by the Finance Committee in conjunction with the proposed budget for 2023/2024, took into account all projects and planned maintenance as detailed by the respective Committees, Working Parties and individual Councillors.

- a. **RESOLVED:** That the Parish Council formally approve the Management Plan for 2023-2025. The motion was proposed by Cllr. Kelly and seconded by Cllr. Cooper. All agreed.

**OM-22-203 PLACEMENT/ USE OF SHEEP IN THE CEMETERY:**

Cllr. Sinclair reminded the Council that subject to the appropriate insurance being held by the owner of the sheep, the Council had, at the meeting of 15<sup>th</sup> December 2022, agreed that two sheep be permitted to graze within the Wildflower Meadow area of the Cemetery until April 2023. Cllr. Sinclair subsequently requested that the Clerk provide an update.

- a. The Clerk reported that the Council's insurance company had confirmed that there was no liability on the part of the Council, and that the owner of the sheep would be responsible for any damage or injury resulting from the presence of the sheep in the Cemetery.
- b. The Clerk reported that having contacted his insurance provider, the owner of the sheep had been advised that smallholding insurance would add significantly to his existing policy. The owner of the sheep had subsequently emailed the Clerk, stating that he would accept liability and furthermore would indemnify the Council from any claim arising as a result of damage or injury proven to have been caused by the sheep. The Clerk subsequently narrated the email from the owner of the sheep.
  - i. Cllr. Kelly stated that she was totally opposed to the presence of the sheep in the Cemetery.
  - ii. Cllr. Coe remarked that the owner of the sheep wanted to use the Cemetery for grazing but was not prepared to take out the appropriate insurance cover.



This, he continued could result in the owner of the sheep facing a multi-million-pound legal bill should he accept liability without appropriate insurance.

- iii. Cllr. Blockley enquired as to when was the best time for the sheep to be grazing in the Cemetery. Cllr. Atkins replied that winter was the preferred time for the sheep to graze in the Wildflower Meadow.
- iv. A conversation ensued during which time several Councillors expressed their concern at the presence of the sheep in the Cemetery. Cllr. Sinclair moved that the Council vote on the matter and that a decision be made once and for all. Councillors voted by a margin of 6 to 4 in favour of the sheep being permitted to graze in the Wildflower Meadow area of the Cemetery, on the basis that the owner of the sheep signs his email accepting liability for the sheep.
- v. **RESOLVED:** That subject to the signing of the email from the owner accepting total liability for the actions of his sheep, thereby indemnifying the Parish Council from any claim, the Parish Council permit the grazing of two sheep within the Wildflower Meadow area of St Osyth Parish Cemetery. The motion proposed by Cllr. Sinclair and seconded by Cllr. Ward, was carried by a margin of 6 votes to 4.

#### **OM-22-204 OPENING OF THE CEMETERY CHAPEL:**

A report by Cllr. Sinclair having been previously circulated, the Council discussed the proposal for the opening of the Cemetery Chapel on significant dates, such as Mothering Sunday, Father's Day and Christmas.

- a. **RESOLVED:** That the Cemetery Chapel be opened for several hours (timings to be confirmed) on significant dates, such as Mothering Sunday, Father's Day and Christmas. The motion was proposed by Cllr. Ward and seconded by Cllr. French. All agreed.

#### **OM-22-205 CORONATION OF HIS MAJESTY KING CHARLES III:**

The Clerk reminded the Council that the Coronation of His Majesty King Charles III would take place on Saturday 6<sup>th</sup> May 2023. The Clerk reported that Beacons were not being lit to celebrate the Coronation, so as not to lessen the importance of The Queen's Platinum Jubilee Beacons, less than a year before, however, Beacons would be lit on 6<sup>th</sup> June 2024 to commemorate the 80<sup>th</sup> Anniversary of D Day.

- a. The Clerk enquired as to whether the Parish Council was looking to plan events to celebrate the occasion of the Coronation.
- b. Cllr. Sinclair enquired of Cllr. White as to whether Tendring District Council would be permitting licences for street parties. Cllr. White stated that he was not aware of any plans at this moment in time.
- c. Cllr. Talbot remarked that due to the requirement/ involvement of agencies such as the Police, Ambulance Service etc, it was becoming more complicated to organise street parties.
- d. The consensus of the Council was that there should not be any formal celebrations, and that residents would, if they chose to, celebrate the Coronation in their own way.

**OM-22-206 BRIGHTLINGSEA HARBOUR COMMISSIONERS:**

The Clerk informed the Council that Cllr. Lockwood had, on 7<sup>th</sup> December 2022, attended a meeting between the Brightlingsea Harbour Commissioners and the owner of the St Osyth boatyard.

- a. Cllr. Lockwood reported that the meeting had been convened to discuss the silting up of The Folly in Brightlingsea Creek, which would in the future restrict access to the boatyard for larger vessels. He continued that the Harbour Commissioners had expressed concern as to who should pay for the desilting, likely to cost in the region of £5,000.00, given that The Folly was further up the creek and was therefore of no immediate concern to them.
- b. Cllr. White stated that the sum of money in question would be 'peanuts' to the Harbour Commissioners, given their annual income. He added that the Harbour Commissioners should be responsible for the desilting of The Folly given that they had caused the south channel to become unusable to craft, due to the number of vessels moored therein.
- c. The Clerk requested that as Cllr. Lockwood both had an interest and was willing to do so, he be appointed as the Parish Council's representative to any future meetings with Brightlingsea Harbour Commissioners.
- d. **RESOLVED:** That Cllr. Lockwood be appointed the Parish Council's representative for all future meetings with Brightlingsea Harbour Commissioners. The motion was proposed by Cllr. Sinclair and seconded by Cllr. Atkins. All agreed.

**OM-22-207 USE OF PERSONAL WATER CRAFT (PWC) IN POINT CLEAR BAY:**

The Clerk reminded the Council of the actions of the Brightlingsea Harbour Master, who had in 2021 and 2022, placed security staff at the entrance to Stone Point, so as to prevent any unregistered PWC from being able to access the beach and launch from that area.

- a. The Clerk informed the Council that both the Harbour Master and Essex Police Marine Unit, together with residents against and in favour of the continued use of PWC at Stone Point, had requested a meeting.
- b. The Clerk informed the Council that some of the residents against the use of PWC, were concerned with such craft using Ray Creek. The Clerk added that there was evidence to suggest that some of these craft were coming from Mersea Island and Bradwell, and that the anti-social behaviour could not be solely attributed to craft launching from Stone Point.
  - i. Cllr. Talbot stated that Ray Creek was owned by a local farming family, therefore, it was their responsibility to dictate who could or could not use Ray Creek.
  - ii. Cllr. Talbot informed the Council that he was of the opinion that the anti-social use of PWC was a matter for the Police, and that it was not acceptable for the Harbour Master to impose restrictions on all due to the behaviour of a few.

- iii. Cllr. Talbot continued that as Stone Point was a registered Village Green, and that the only people benefitting were the Harbour Master, through Harbour Fees for those registering PWC, and the security company which provided the staff to control access over the sea wall, the Parish Council should avoid any involvement.

#### **OM-22-208 COUNCILLOR'S ALLOWANCES:**

Cllr. White addressed the Council in respect of a proposal to increase Councillor's allowances, following a review of the District Council's Parish Independent Remuneration Panel Report of May 2020, by the Finance Committee at its meeting on 14<sup>th</sup> December 2022.

- a. Cllr. White reported that the District Council increased its allowances in line with staff increments, the latest of which equated to a 7% increase to Councillor's allowances. He continued that the Parish Council should consider a similar increase, to take effect from May 2023, after the Elections on 4<sup>th</sup> May.
- b. Cllr. Sinclair stated that a 7% increase equated to £28.00, which would be subject to tax.
- c. Cllr. Kelly suggested that there should be a monetary rather than a percentage increase, and that an increase from £400.00 to £450.00 would be her recommendation.
- d. Cllr. Ward stated that she was opposed to any increase in allowances.
- e. Cllr. Talbot stated that the Parish Council was obliged to consider the report by the District Council's Parish Independent Remuneration Panel, but that the Council did not have to accept any recommendation to increase allowances.
- f. Cllr. White informed the Council that there had been no increase to Parish Councillor's allowances for over 11 years.
  - i. Cllr. Sinclair remarked that aligning any increase to Parish Council allowances with that of the District Council would, in her opinion, be a sensible approach, especially given that the recommendation to increase the allowances of District Councillors was based on the recommendations of an Independent Remuneration Panel.
  - ii. Cllr. Coe suggested that perhaps any increase to Parish Councillor's allowances mirror the increase to the Precept.
  - iii. Cllr. Lockwood suggested that the increase could be in line with the Retail Price Index (RPI).
- g. Cllr. Sinclair moved that the Council accept Cllr. White's recommendation to increase allowances for Parish Councillors.
  - i. Cllr. Ward reiterated that she was opposed to any increase in allowances.
  - ii. Cllr. Coe stated that he was not against the increase in allowances but was opposed to the method used to award the increase.

- h. **RESOLVED:** That Councillor's allowances should increase by 7% with effect from the new term of office, following the Elections in May 2023. It was also moved that future increases to Councillor's allowances be in line with that of the District Council. The motion was proposed by Cllr. Sinclair and seconded by Cllr. French. The motion was carried by a margin 9 to 1, with 1 abstention.

**OM-22-209 CLIMATE CHANGE:**

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

**OM-22-210 FURTHER MATTERS:**

- a. Cllr. Goggin informed the Council of a scheme whereby residents could travel anywhere within the County by bus for £2.00 for a single ticket, provided that the same bus company was used throughout the journey.
- b. Cllr. Kelly reported that a Warm Hub would be commencing on Tuesday 24<sup>th</sup> January 2023, at The Hoy.

There being no further business the meeting was closed at 9.35 pm.

The date of the next meeting was set for 7.00 pm on Thursday 16<sup>th</sup> February 2023.

<b>Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 19<sup>th</sup> January 2023</b>		
OM-22-189 c i	St John's Plant Centre Planning Appeal	Clk to action
OM-22-193 a i	Council Meetings at Dumont Hall	PC to discuss in Feb
OM-22-199 i	Meeting with Naglotech	Cllr. Lockwood & Clk to attend
OM-22-200 b i h) iv)	Installation of Defibrillator at Cowley Park	PC to discuss in Feb

Signature:  
AME Blockley  
Chairman

*[Signed on Original]*