



# ST OSYTH PARISH COUNCIL

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

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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 17<sup>th</sup> August 2023**

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 10<sup>th</sup> August 2023

*[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. **Co-option of Vacant Seat:**  
To receive and consider the recommendation of the Personnel Committee and to vote the candidate to the vacant seat on St Osyth Parish Council, arising from insufficient candidates at the local elections
4. **Planning Applications** received and comments made thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a.	<a href="#">23/00898/FULHH</a> Mr R Miller 20 Longfields, St Osyth	Proposed erection of 1.8m fence and double gate to open garden to side of property facing Stanmore Way.
b.	<a href="#">23/00935/TCA</a> Mr G Edwards 60 Colchester Road, St Osyth	1 No. Chamaecyparis / False Cypress – Remove.
c.	<a href="#">23/01011/TCA</a> St Osyth Parochial Church Council Church of St Peter and St Paul Church Square, St Osyth	2 No. Limes - pollard. 2 No. Limes - fell. 1 No Elder - remove. 1 No. Rowan, 1 No. Fir, and 1 No. Cherry cut back.
d.	<a href="#">23/01014/LBDISC</a> St Osyth Priory Estate Ltd St Osyth Priory The Bury, St Osyth	Discharge of condition 6 (Approved historic building report) and 7 (Scheme of archaeological building) of application 19/01524/LBC

e.	<a href="#">23/01047/TCA</a> Leisure Fame Ltd The Kings Arms 10 Colchester Road, St Osyth	1 No. Sycamore - reduce by 50%.
f.	<a href="#">23/01080/FULHH</a> Mr Nigel Jeskins Dower Court 73 Mill Street, St Osyth	Proposed removal of 1 no. garage shutter and replace with new window.
g.	<a href="#">23/01098/TCA</a> St Osyth Parochial Church Council Church of St Peter and St Paul Church Square, St Osyth	1 No. Eucalyptus - cut back. Clear vegetation to western perimeter of Church yard up to a height of 2m. Cut back all vegetation overhanging the farmland.

Please note all applications can be viewed on the Tendring District Council website.

**5. Planning Correspondence:**

To hear correspondence in respect of Planning as listed:

- a. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 14<sup>th</sup> July 2023 to 4<sup>th</sup> August 2023 *encl 2*
- b. Email of 24<sup>th</sup> July 2023 from TDC re TDC Planning Committee's Public Speaking Scheme
- c. Email of 26<sup>th</sup> July 2023 from TDC re Appeal under Section 78, Town & Country Planning Act 1990, re APP/P1560/W/23/3319881 (TDC 21/01932/FUL) Bushwood, Rectory Road, St Osyth
- d. Planning Inspectorate letter of 4<sup>th</sup> August 2023 re dismissal of Appeal APP/P1560/W/22/3301864 (TDC 21/00635/OUT) Martin's Grove, Frowick Lane, St Osyth

**6. Approval of Minutes:**

To approve as correct the Minutes of the Ordinary Meeting of 20<sup>th</sup> July 2023 *encl 3*

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

To receive an update on matters arising from the meeting of 20<sup>th</sup> July 2023

**8. Public Participation:**

**9. Correspondence:**

To hear correspondence as listed (if applicable):

- a. Anonymous letter received on 24<sup>th</sup> July 2023 re actions of St Osyth Parish Council *encl 4*
- b. Email of 14<sup>th</sup> July 2023 from The Conservation Volunteers re Conservation Work
- c. Email of 14<sup>th</sup> July 2023 from Essex Highways Integrated Passenger Transport Unit re Consultation for Supported Local Bus Services 2024 - 2028
- d. Correspondence of 3<sup>rd</sup> August 2023 from Essex Cricket in the Community re the use of Cowley Park
- e. Correspondence of 12<sup>th</sup> July 2023 (received 31<sup>st</sup> July 2023) from Brightlingsea Harbour Master re Personal Watercraft (PWC) *encl 5 – see agenda item 21*

**10. Reports from Representatives:**

To receive a report from Essex County Councillor Alan Goggin *encl 6 – to follow*

**11. Finance:**

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

- a. Approval of payments for July 2023 *encl 7 a-c*
- b. Balances
 

Current a/c:	£154,031.54
Deposit:	£53,569.46

**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**

- 12. Reports from Committees:**
- a. Cemetery Committee
    - i. to receive a verbal report on the Cemetery Committee meeting of 16<sup>th</sup> August 2023  
*Draft Minutes to be received in September*
  - b. Finance Committee
    - i. to receive (in draft format) the Minutes of the Finance Committee meeting of 26<sup>th</sup> July 2023 *encl 8 to follow*
- 13. Updates from Working Groups:**  
To receive reports from the following (if applicable):
- a. Blooms & Planters
  - b. Highways Working Party
  - c. Martin's Farm Park
  - d. Playground, Youth & Open Spaces
    - i. to receive an update from Cllr. Ward with regards to the replacement of the safety surfacing at Dumont Avenue and Cowley Park
- 14. Updates from Working Groups:**  
To receive reports from the following (if applicable):
- a. Allotments (Cllr. Blockley)
  - b. Dumont Luncheon Club (Cllr. Ward)
  - c. Essex Police (Cllr's Cooper & Kelly)
    - i. to receive Crime Statistics for June 2023 *encl 9 a-c – to follow*
  - d. Footpaths (Cllr. Atkins)
  - e. Tree Warden (Cllr. Atkins)
  - f. TDALC (Cllr's Talbot & Kelly)
    - i. to receive a report from Cllr. Talbot
  - g. District Council Report (Cllr's Talbot & White)
  - h. Website (Clerk)
- 15. Reports from Nominated Trusteeships / Representatives:**  
To receive reports from the following (if applicable):
- a. St Osyth Almshouse Charity (Cllr. Sinclair)
    - i. to re-appoint Cllr. Sinclair as a Parish Council representative to the Almshouse Chairty
  - b. St Osyth Playing Field Charity (Cllr. Thomas)
  - c. Point Clear Community Association (Cllr. Blockley)
  - d. St Osyth Village Hall Management Committee (Cllr. Thomas)
    - i. to receive a report on the meeting of 7<sup>th</sup> August 2023
  - e. St Osyth Priory & Parish Trust (Cllr. Thomas)
- 16. Approval of Standing Orders:**  
To receive, review and ratify the adoption of NALC Standing Orders (as amended April 2022), adopted on 19<sup>th</sup> July 2018, as recommended by the Finance Committee at the meeting of 26<sup>th</sup> July 2023 *encl 10*
- 17. Approval of Financial Regulations:**  
To receive, review and ratify the adoption of NALC Financial Regulations, adopted on 21<sup>st</sup> November 2019, as recommended by the Finance Committee at the meeting of 26<sup>th</sup> July 2023 *encl 11*
- 18. Approval of Financial Risk Assessment:**  
To receive, review and ratify the Financial Risk Assessment as recommended by the Finance Committee at the meeting of 26<sup>th</sup> July 2023 *encl 12*

- 19. Special Expenses:**  
To receive correspondence from Tendring District Council & consider the need for Special Expenses
- 20. Councillor's Allowances:**
  - a. To receive a report from the Clerk
  - b. To receive and consider a motion from Cllr. White for an increase to Councillor's Allowances
- 21. Anti-social Use of Personal Watercraft (PWC) in Point Clear Bay:**
  - a. To receive and consider correspondence from Brightlingsea Harbour Master
  - b. To receive a report from Cllr's Ball and Moore
- 22. Point Clear Bay:**
  - a. To receive (subject to time) concise and accurate reports from residents of Point Clear Bay, detailing their concerns as to the appearance of the bay
  - b. To receive a report from Cllr. Kelly
- 23. Climate Change:**  
To acknowledge the requirement of the Parish Council to respond to Climate Change
- 24. Further Parish Matters:** *(exchange of information only)*