



ST OSYTH PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council
held at the Village Hall, St Osyth
on Thursday 19th October 2023 at 7.00 pm



PRESENT: Chairman: Cllr. Karen Sinclair, Vice-Chairman: Cllr. Julie Ward
Cllr's Clive Atkins, Sue Ball, Alma Blockley, David Cooper,
Ray French, Jake Moore, Michael Talbot, Michele Thomas &
Catherine Venables

Cllr. Alan Goggin, Essex County Councillor

APOLOGIES: Cllr. John White (Holiday)

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: One

OM-23-133 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, Other Registerable or Non-Registerable Interests in any matter to be discussed.

OM-23-134 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	23/01142/FULHH Mrs B Hogsden 57 West Field Lane St Osyth	Proposed garage door to existing car port and insertion of interior timber stud wall. No objections.
b.	23/01302/TCA Mr R Barker 28 Mill Street St Osyth	1 No. Leylandii - remove. This application is referred to the TDC Tree & Landscape Officer for consideration.
c.	23/01314/VOC Mr C Gibbs Land West of Clay Lane St Osyth	Application under Section 73 of the Town and Country Planning Act, to allow a variation of condition(s) 2 (Approved plans) of 23/00542/FUL to allow minor movement southwest and reorientation of the holiday units, additional landscaping, and the addition of an ancillary decking area for the enjoyment of guests. No objections.
d.	23/01320/WTPO St Osyth Parochial Church Council Church of St Peter & St Paul Church Square, St Osyth	2 No. Limes - pollard. This application is referred to the TDC Tree & Landscape Officer for consideration.

e.	23/01356/TCA Mr T O'Dell Kings Arms Public House 10 Colchester Road, St Osyth	1 No Sycamore - remove. This application is referred to the TDC Tree & Landscape Officer for consideration.
f.	23/01357/WTPO Ms M Claiborne 17 Point Clear Road St Osyth	1 No. Oak Holm - 50% reduction to crown and branches. This application is referred to the TDC Tree & Landscape Officer for consideration.
g.	23/01366/WTPO Ms M Claiborne 15 Point Clear Road St Osyth	1 No. Holm Oak - remove overhanging branches. This application is referred to the TDC Tree & Landscape Officer for consideration.
h.	23/01370/FUL Hutleys Caravan Park Beach Road St Osyth	Proposed demolition of existing building and redevelopment of Hutleys Shopping Parade with additional maintenance and equipment / vehicle storage buildings. No objections.
i.	23/01377/FUL Mr S Harrington Land to rear of 12 Rochford Road, St Osyth	Proposed detached dwelling fronting Johnson Road and erection of 1.8m high fencing. No objections.
j.	23/01379/TCA Ms M Claiborne 17 Point Clear Road St Osyth	T3 Oak - pollarded to 50% reduction of crown and branches. This application is referred to the TDC Tree & Landscape Officer for consideration.
k.	23/01384/FULHH Mr & Mrs Dunn 9 Beacon Heights Point Clear	Proposed single storey side extension, first floor rear extension and external alterations (alterations to planning approval 22/02094/FULHH). No objections.
l.	23/01303/AGRIC Mr D Fairley Norwood Lodge Bentley Road, St Osyth	Proposed agricultural farm storage and workshop building. <i>For information only - Approved 16th October.</i>

OM-23-135 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) from 15th September 2023 to 6th October 2023.

OM-23-136 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 21st September 2023 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. French. All agreed.

OM-23-137 SUMMARY OF ACTION:

- a. OM-23-118 d. The Clerk provided members of the Council with an updated list of meeting dates.
- b. OM-23-123 a iii b). The Clerk reminded the Council that the Cemetery Committee would be researching alternative burials within the Cemetery.
- c. OM-23-124 d i a). The Clerk reminded the Council of the change of name of the Playground, Youth & Open Spaces Working Party, to that of Public Realm Working Party.
- d. OM-23-124 d ii. The Clerk informed the Council that he had written to the Hutley Family, thanking them for their very generous donation towards new equipment for the play areas within the Parish.
- e. OM-23-124 d iii b). The Clerk informed the Council that a report of outdoor gym equipment would be received later in the meeting.
- f. OM-23-124 d iii d). The Clerk informed the Council that he had written to the Hutley Family to enquire as to the future lease of the land currently used as the allotments.
- g. OM-23-125 f iv a). The Clerk reminded the Council that any Councillor interested in becoming the Council's second representative to TDALC should inform him [the Clerk] at the earliest opportunity.
- h. OM-23-126 b iii. The Clerk informed the Council that Cllr. Thomas had met with the Chairman of Elmnden Rovers Football Club, and that she [Cllr. Thomas] would report on that meeting when giving her report for the Playing Field Charity.
- i. OM-23-127 a. The Clerk informed the Council that a Notice of Casual Vacancy, to be filled by way of co-option, would be published in the November edition of the Parish magazine.
- j. OM-23-129 a. The Clerk reminded the Council that the topic of a meeting with the Brightlingsea Harbour Master would be discussed later during the meeting.

OM-23-138 PUBLIC PARTICIPATION: None

OM-23-139 CORRESPONDENCE: None

OM-23-140 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Cllr. Goggin gave the following report:
 - i. That a consultation in respect of the counties Waste Strategy would be commencing in the near future.
 - ii. That an offer of Level 2 Devolution (a single institution or County Council without a directly elected mayor (DEM)) was being made to the County Council by the government.

- a) Cllr. Goggin stated that some 50% of population was already covered by some form of devolution, with more to be implemented. He added that a residents' consultation was being prepared.
- iii. That the revamp of the booking system for the counties Recycling Centres had seen a reduction in queuing at the sites, and that the results were looking good for an improved service. Cllr. Goggin added that there had also been a 3.5% reduction in fly-tipping, with most items being those which would not have been accepted at a domestic recycling centre, such as Rush Green Road.
 - a) Cllr. Sinclair stated that there had been an increase in fly-tipping within the Parish in recent weeks, with some 8 incidents in one week alone, the majority of which was domestic or green waste, not commercial waste.
- iv. That he had attended a regular 6 monthly District Police meeting, during which a number of topics had been discussed.
- v. That he had attended a site meeting with the Chairman of the Parish Council and the Clerk, following concerns over the lack of a footpath, raised by a resident of Leisure Glades Park.
- vi. Cllr. Goggin reported that he had earlier that day taken receipt of plans in respect of the B1027, from Clacton through to Colchester, and that whilst he had yet to review the plans thoroughly, he could state that in addition to the lowering of the speed limit and 40 mph signs in the vicinity of Westwood Park, the carriageway itself would be marked with roundels to indicate the speed limit on the carriageway.
 - a) Cllr. Goggin stated that whilst there had been a desire to see the speed limit reduced to 40 mph along the entire length of the B1027, due to its status as a PR1 route, this had not been possible, and had drawn objections from both Highways and Essex Police.
- vii. That the County Council had received an Outstanding Ofsted report for its childcare services.
 - a) Cllr. Goggin stated that in 2018, to qualify as outstanding, the recipient needed to score outstanding in three out of five areas, whereas the new scheme had increased to 7. Cllr. Goggin stated that Essex County Council had achieved outstanding in all seven categories.
- viii. Cllr. Talbot informed Cllr. Goggin that he [Cllr. Talbot] had been made aware of the concerns of some residents at the lack of a footway along the eastern end of Clacton Road and the B1027 leading to St John's Road.
 - a) Cllr. Goggin stated that whilst he understood the concerns, the simple matter was that St Osyth was a rural area, and that not all rural areas had footways.

Due to having to attend the meeting of Brightlingsea Town Council, Cllr. Goggin left the meeting at 7.50 pm.

OM-23-141 FINANCE:

- a. Approval of payments for September 2023, as per the circulated lists were agreed by the Council.
 - i. Cllr. Cooper enquired as to the expense incurred in respect of Pear Technology and Evolve Business Solutions.
 - a) The Clerk informed the Council that they related to the software package and digital mapping for the Cemetery, and the office photocopier respectively.
- b. The following balances were noted and agreed:
 - i. Current a/c: £115,108.61
 - ii. Deposit: £53,569.46
- c. Having already been approved (OM-22-195 a iv b) of 19th January 2023 refers), the Chairman informed the Council of the intention of the Responsible Financial Officer (RFO) to issue payment in respect of grants payable in 2023.
 - i. **RESOLVED:** That the RFO issue grant payments as previously approved. The motion was proposed by Cllr. French and seconded by Cllr. Blockley. All agreed.

OM-23-142 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** Cllr. Ward informed the Council that the compost in the planters was being replaced with fresh compost, and that she would be collecting the winter blooms on 24th October 2023. Cllr. Ward continued that she would be planting the combination of plants and bulbs during the week commencing 30th October 2023, and that any assistance in planting would be appreciated.
- b. **Highways Working Party:** The Clerk informed the Council that although the results had yet to be received, the parking survey in the area of The Bury and Mill Street had been completed.
- c. **Martin's Farm Country Park:** Although there was nothing to report, Cllr. Thomas enquired as to whether Martin's Farm Country Park was an active land fill site. Cllr. Atkins stated that it was not.
 - i. Cllr. Thomas enquired as to the presence of TARS on the site. The Clerk stated that it was a private firm operating out of the former quarry and had no connection with the country park.
- d. **Public Realm Working Party:**
 - i. Cllr. Ward informed the Council that the outdoor gym apparatus for each of the three play areas had been ordered.

- a) Cllr. Sinclair enquired of the Clerk as to the lead time for the installation of the equipment.
 - i) The Clerk stated that he believed it to be between three to six weeks, but that he would confirm with the manufacturer.
- b) At the request of Cllr. Ward, the Clerk gave an overview of the cost of the gym equipment and how it was to be funded.
- c) Cllr. Ball enquired as to how equipment in the play areas, including the outdoor gym equipment was maintained.
 - i) Cllr. Sinclair stated that it was planned for and included in the Management Plan, which was produced annually.
- d) Cllr. Cooper enquired as to whether the school was aware that the gym equipment was being installed.
 - i) Cllr. Ward stated that the school had yet to be informed.

OM-23-143 REPORTS FROM REPRESENTATIVES:

- a. **Allotments:** Nothing to report.
- b. **Dumont Luncheon Club:** Whilst Cllr. Ward did not have a report, Cllr. Thomas informed the Council that Community Volunteer Services Tending (CVST) had attended the Luncheon Club on 12th October and had distributed Winter Warmer packages. Cllr. Thomas added that representatives of both Essex Police and Essex Fire & Rescue Service would be attending on Thursday 30th November 2023.
- c. **Essex Police:** Having been previously circulated, Cllr. Cooper briefed the Council on reported crime during August 2023 in St Osyth and Point Clear, by offence and location, and where practicable the status of the investigation.
 - i. The Clerk reported that there had been no progress with regards to the investigation into the criminal damage of a bin at Cowley Park by four local youths, and that with the permission of the Council, he would, if no update was forthcoming, write to the District Commander. All agreed.
- d. **Footpaths:** Cllr. Atkins reported that he had emailed the new Public Rights of Way (PRoW) officer to enquire about funds towards the production of a map of the footpaths, but that he had yet to receive a response.
- e. **Tree Warden:** Nothing to report.
- f. **Tending District Association of Local Councils (TDALC):**
Cllr. Talbot gave the following report:
 - i. TDALC last met on 27th September. It was a very interesting evening, held via Zoom. We had guest speakers whose names many of us knew.

- ii. First was Gary Guiver, our Director of Planning at Tendring District Council, who first spoke about changes to the planning system expected in the future, and then, until stopped by the clock, answered questions put to him from members.
 - iii. Next was Chris Blomeley, Director of Community Energy, speaking about the introduction of new schemes for Town & Parish Councils, with energy specific proposals such as 'free Electrical Vehicle charging points' and other things in prospect. for Towns and Parishes, He also took questions, but there were only a few.
 - iv. Next, the 'pièce de résistance', the new Leader of Tendring District Council, Cllr Mark Stephenson, updated members on events since the change of 'political' control at TDC. Mark also took questions from members about his new Cabinet and various policies. Mark answered these, with a number being slightly premature, since he only took control following the Local Elections of 4th May.
- g. **District Councillor's Report:**
Cllr. Talbot gave the following report:
- i. Tendring seems to be becoming a place many policy makers want to visit.
 - a) The Prime Minister visited Clacton yesterday to learn about the opportunities created by 'Levelling Up' funding to the area. During his visit, the Rt Hon Rishi Sunak MP saw the site of a £30 million redevelopment project, met local business owners and Community leaders, including Tendring District Council Leader Mark Stephenson and Essex County Council Deputy Leader Louise McKinlay. They met with the Prime Minister at Clacton Library which will be redeveloped as part of Clacton's Levelling Up Fund project, following which Mr Sunak observed an Adult Community Learning maths class in the building.
 - b) The Clacton Levelling Up Fund project will see £29.3 million invested to create a new gateway into the town, providing new community facilities, including a library, learning centre, business units, homes, and improved public space, all part of unlocking the wider long-term potential of Clacton and Tendring. It has received £19.9 million from the Government's Levelling Up Fund.
 - c) Earlier this month, Clacton was announced as one of 55 places to receive funding from the Long-Term Plan for Towns. A new initiative from the Department of Levelling Up, Housing and Communities. The Long-Term Plan will see the area receive £20 million over ten years in an endowment style fund to make sustainable improvements to the town. Cllr Mark Stephenson said: "Clacton and Tendring is an area really on the up, helped hugely by government investment worth more than £60 million over the next decade, secured by working closely with our partners, especially at Essex County Council and our local MPs."

- d) Work has begun to transform a former sheltered housing block, 'Spendells House', in Walton-on-the-Naze into temporary accommodation, to be used to house people and families who find themselves homeless. The work is expected to be completed in Spring 2024. The two-storey accommodation will be renovated, and additional facilities added, providing 32 flats, including one which is wheelchair accessible. There will be flexibility to connect some flats to accommodate larger families.
- e) The 'Climate Change' Budget is now, after consideration of several options to achieve significant savings, able to spend £100,000.00 towards swimming pool covers for the main pools at Clacton Leisure Centre, Dovercourt Bay Lifestyles and Walton on the Naze Lifestyles. These covers prevent heat escaping from the pools thus saving an amount of fuel currently used in heating the pools.
 - i) I might add that a specialist company, Heaton Design and Engineering Limited, have been engaged to design and cost, four other projects. I will not mention the cost for understandable business reasons.
- h. **Website:** The Clerk informed the Council that the construction of the website was underway, and that having discussed its structure and content with Naglotech, it was felt that the new website would have a fresh look and be more user-friendly than the existing website.

OM-23-144 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Cllr. Sinclair reported that the next meeting was scheduled for Monday 6th November 2023.
- b. **St Osyth Playing Field Charity:** Cllr. Thomas gave the following report on her meeting with Mark Cox, Chairman of Elmden Rovers Youth Football Club:
 - i. That the football club were keen to use both the tennis court and practice nets, and that they would seek funding towards the resurfacing of both areas.
 - ii. That it had been approved by the Council that Elmden Rovers could field an adult team, using Cowley Park for Saturday fixtures.
 - iii. That due to the need to fill rabbit holes, the club had been purchasing small amounts of topsoil, however, it would, providing that a suitable area could be identified, be more cost effective to buy a bulk load.
 - a) Cllr. Thomas suggested that a bulk delivery could be stored within the confines of the former sub-station, and that given the Parish Council had a duty to ensure the land was safe for the general public, that the Council should purchase the topsoil.
 - iv. That the repositioning of the pitches and parking area was welcomed, especially the relocation of the youth shelter.

- v. That whilst it was proposed to serve tea and coffee, ideally from the bar area, the kitchen would not be used for the preparation of any food.
 - vi. That items, including photographs and pictures, belonging to the former cricket club and St Osyth FC were still stored within the pavilion. It was requested that these items be removed and stored by the Parish Council.
 - a) Cllr. Sinclair suggested that anything with a historical value could be stored in the Museum Archive in the Cemetery.
 - vii. That there had been no routine cleaning of the pavilion for a considerable period of time.
 - viii. Elmden Rovers would be willing to assist with the interior decoration of the pavilion.
 - ix. That a television, for the purpose of advertising and the playing back of Elmden Rovers matches and training would be mounted in the main room.
 - x. That the Clerk and Chairman of Elmden Rovers would liaise with regards to the proposed increase in rent, to include the use of the pitch by an adult team.
 - xi. That Elmden Rovers would look to secure grant funding for a number of projects.
- c. **Point Clear Community Association:** Cllr. Thomas gave the following report:
- i. That the association was having monthly meetings.
 - ii. That discussions were ongoing with the District Council with regards to the lack income from the bottle banks at the front of the Hall.
 - iii. That a new gas boiler had been fitted, in addition to repairs to the roof being carried out.
 - iv. That an application to the District Council towards the funding of an air-to-air heat pump had been unsuccessful.
- d. **Village Hall Management Committee:** Cllr. Thomas reported that the Annual General Meeting and Quarterly meeting were scheduled for Thursday 2nd November 2023.
- e. **St Osyth Priory & Parish Trust:** Nothing to report.

OM-23-145 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:

The Clerk informed the Council that having been advised by the District Council to fill the casual vacancy by way of co-option, a notice would be published in the November edition of the Parish magazine. The Clerk added that notices would also be affixed to the Parish Council's notice boards.

OM-23-146 PREPARATION OF THE MANAGEMENT PLAN:

The Chairman reminded the Council that all Committees, Working Parties and Councillors with individual responsibilities should by now have submitted their respective contributions for inclusion in the Management Plan to the Clerk. The Chairman thanked all those who had done so and requested that anyone who had yet to submit their contribution do so by Friday 20th October 2023.

OM-23-147 ANNUAL PARISH APPRAISAL:

Having been previously distributed the notes of the Annual Parish Appraisal of 15th August 2023 were accepted. The Clerk informed the Council of a change of wording requested by Cllr. Ball, which was approved by the Council.

OM-23-148 MEETING WITH BRIGHTLINGSEA HARBOUR MASTER:

The Chairman reminded the Council that Mr James Thomas, Brightlingsea Harbour Master, would be invited to attend the November meeting of the Council, to be held at Dumont Hall, and that in order to accommodate Mr Thomas and the likely discussion in respect of Personal Watercraft (PWC), it might be necessary to defer some items from the agenda for that meeting.

- a. The Chairman stated that as the current meeting had been conducted in a timely manner, it would be prudent to include all routine items on the agenda for the November meeting. The Chairman continued that any Councillor wishing to give a report should submit their respective reports to the Clerk for distribution with the agenda pack, and that only in the event of their being any questions would there be a need to discuss the reports. This, continued the Chairman, would ensure that the Council had sufficient time allocated to discuss concerns over the anti-social use of PWC within the area of Point Clear Bay.
- b. The Chairman requested that all Councillors read the Essex Police Marine Unit publication, which had been distributed by Cllr. Goggin, ahead of the November meeting.

OM-23-149 CLIMATE CHANGE:

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

OM-23-150 FURTHER MATTERS:

- a. Cllr. French informed the Council of an ongoing problem of vehicles parking in the entrance to Clinton Close. The Chairman requested that Cllr. French forward details to the Clerk.
- b. Cllr. Venables enquired as to whether the Council would be organising a 'Warm Hub' again this year. The Chairman stated that the Church had organised the Warm Hub.
 - i. The Clerk stated that he would liaise with the Church Warden to ascertain if it would be run again this winter.
- c. Cllr. Venables reminded the Council that CVST would be hosting a Winter Warner event in the Village Hall on Monday 6th November 2023.

- d. The Clerk informed the Council that he had received an email from the Project Director for St Osyth Priory, in which the latter had expressed concern at the stability of the Priory walls along Mill Street and Colchester Road.
- i. In the case of the latter, there was concern that the blocked drains along Colchester Road, was resulting in water being splashed up against the wall, listed as a Scheduled Ancient Monument, which was likely to affect its stability in the near future.
 - ii. The Clerk showed members of the Council video footage of water being splashed some five feet up the wall by a lorry driving through the surface water pooling in the gully, at the site of a blocked drain.
 - iii. The Clerk informed the Council that he had previously reported the blocked drains to Essex Highways, and that he would forward the footage to Cllr. Goggin, informing him [Cllr. Goggin] that the Parish Council was fully supportive of the attempts of the Project Director to resolve the apparent stalemate between the owners of the Priory and Essex Highways in respect of the damage to the walls resulting from blocked drains along Colchester Road, and the elevated carriageway along Mill Street.

There being no further business the meeting was closed at 8.20 pm.

The date of the next meeting was set for 7.00 pm on Thursday 16th November 2023, at Dumont Hall, Point Clear.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 19th October 2023

OM-23-137 g	TDALC Representative	Cllrs to info Clk
OM-23-142 d i a) i)	Installation of Gym Equipment	Clk to action
OM-23-142 d i d) i)	notifying School of Gym Equipment	Clk to action
OM-23-143 c i	Letter to Police re Criminal Damage	Clk to action
OM-23-144 b vi a)	Storage of Pavilion Items	Museum Archives
OM-23-148 b	Essex Police Marine Unit Publication	Cllrs to read
OM-23-150 a	Parking in Clinton Close	Clk to action
OM-23-150 b	Church/ PCC Warm Hub	Clk to action
OM-23-150 d iii	Priory Walls	Clk to action