



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 **7.15 pm on Thursday 14th December 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 7th December 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. **Planning Applications** received and comments made thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a.	23/01649/FULHH Mr & Mrs Routledge 24 Oakmead Road, Point Clear	Ground and first-floor extension to existing bungalow utilising new asymmetric roof. Existing garage to be removed.
b.	23/01639/LBC Messrs R.A T.R D.R & A.I Sargeant The Gatehouse St Osyth Priory, The Bury, St Osyth	Installation of door to second floor.
c.	23/01688/OUT Mr K Linton Maldon Wood Farm House Rectory Road, St Osyth	Outline planning permission for the erection of 1no. single storey one bed annexe dwelling with all matters reserved.
d.	23/01709/FULHH Mr R Barker 28 Mill Street, St Osyth	Conversion of existing garage and workshop to 2no. bedrooms including the removal of existing garage door and replace with new window and new rendered wall underneath.

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

4. **Planning Correspondence:**
To hear correspondence in respect of Planning as listed:
 - a. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 10th November 2023 to 1st December 2023 *encl 2*
5. **Approval of Minutes:**
To approve as correct the Minutes of the Ordinary Meeting of 16th November 2023 *encl 3*
6. **Matters arising from the Minutes of the Ordinary Council Meeting:**
To receive an update on matters arising from the meeting of 16th November 2023
7. **Public Participation:**
8. **Correspondence:**
To hear correspondence as listed (if applicable):
 - a. Email of 9th November 2023 (& telephone conversation of 7th December 2023) with members of the Hutley family re tenancy of allotments
 - b. Email of 14th November 2023 from a resident of Point Clear Road re speeding
 - c. Letter of 23rd November 2023 from Essex & Herts Air Ambulance Trust re Annual Parish Grant
 - d. Redacted letter of 26th November 2023 from a resident re Police response to a serious incident *encl 4*
9. **Reports from Representatives:**
To receive a report from Essex County Councillor Alan Goggin *encl 5 – to follow*
10. **Finance:**
To approve cheques and payments, and receive balances as listed:
 - a. Approval of payments for November 2023 *encl 6 a-c*
 - b. Balances

Current a/c:	£149,253.50
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
11. **Reports from Committees:**
 - a. Finance Committee
 - i. to receive (in draft format) the Minutes of the Finance Committee meeting of 6th December 2023 *encl 7 - to follow*
12. **Updates from Working Groups:**
To receive reports from the following (if applicable):
 - a. Public Realm
 - i. to receive an update from Cllr. Ward following the installation of gym equipment at Cowley Park, Dumont Avenue and Priory Meadow play areas
 - b. Highways Working Party
 - c. Martin's Farm Park
13. **Updates from Representatives:**
To receive reports from the following (if applicable):
 - a. Allotments (Cllr. Blockley)
 - b. Community Matters & Well-being (Cllr. Venables)
 - c. Essex Police (Cllr. Cooper)
 - i. to receive Crime Statistics for October 2023 *encl 8 a (b – to follow)*
 - d. Footpaths (Cllr. Atkins)

- e. Tree Warden (Cllr. Atkins)
 - f. TDALC (Cllr. Talbot)
 - i. to receive a report from Cllr. Talbot
 - g. District Council Report (Cllr's Talbot & White)
 - h. Website (Clerk)
- 14. Reports from Nominated Charity/ Trust Representatives:**
To receive reports from the following (if applicable):
- a. St Osyth Almshouse Charity (Cllr. Sinclair)
 - b. St Osyth Playing Field Charity (Cllr. Thomas)
 - c. Point Clear Community Association (Cllr. Thomas)
 - d. St Osyth Village Hall Management Committee (Cllr. Thomas)
 - e. St Osyth Priory & Parish Trust (Cllr. Thomas)
- 15. Casual Vacancy - Co-option of a Parish Councillor:**
To receive a report from the Clerk on the process for the co-option of a Councillor
- 16. Approval of the Budget:**
Subject to the receipt of the updated TDC Tax Base figures and Ready Reckoner, to approve in principle the budget for 2024/2025, as reviewed by the Finance Committee on 6th December 2023 and to consider, in principle, the setting of the Precept for 2024/2025
- N.B. Both the approval of the Budget and setting of the Precept will need to be formally moved at the Council meeting on 18th January 2024*
- 17. Point Clear Bay:**
To receive a report from Cllr. Ball following the meetings of 15th November 2023 & 29th November 2023, between representatives the Parish Council, Orchards Holiday Park and residents of Point Clear Bay
encl 9 & 10 - to follow
- 18. Climate Change:**
To acknowledge the requirement of the Parish Council to respond to Climate Change
- 19. Further Parish Matters:** *(exchange of information only)*