



ST OSYTH PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council
held at the Village Hall, St Osyth
on Thursday 15th February 2024 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, Michael Talbot, Michele Thomas & Catherine Venables

Cllr. Alan Goggin, Essex County Councillor

APOLOGIES: Cllr. Jake Moore (Illness)
Cllr. John White (Tendring District Council (TDC) Planning Meeting)

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: One

OM-23-210 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-23-211 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	23/01274/FUL Mr G Clarke Sandys Farm Heath Road St Osyth	Retrospective application for proposed change of use of land into a care farm for land and environmental based learning, care of farm animals, horticulture and other activities (Sui Generis) – (in a class by itself). No objections.
b.	23/01783/FULHH A Ahmed 106 Clacton Road St Osyth	Proposed new drop kerb to give access to parking on front garden. Approved on 9th February 2024.
c.	24/00033/FULHH Mr T Proctor 264 Point Clear Road St Osyth	Installation of a new velux roof light to front elevation and new dormer window to rear elevation. No objections.
d.	24/00030/VOC Mr J Finbow 35 Tower Estate Point Clear Bay	Variation of conditions 2 and 7 and removal of condition 6 of planning permission 21/02177/FUL for the approved plans to be changed for new plans and updated plans now to show 1.8m obscure glazed balcony side screen to protect privacy of No.36 and location and style of windows changed. No objections.

e.	24/00061/FULHH Mr L Poole 48 West Field Lane, St Osyth	To install 2 x velux windows. No objections.
f.	24/00141/FULHH Mr & Mrs A Poole 79 Mill Street St Osyth	Erection of single storey annexe (following demolition of garage) to provide ancillary living accommodation. No objections.
g.	24/00179/WTPO Mr B Gilbert 28A Mill Street St Osyth	T1 - Horse Chestnut & G1 - Two Sycamore Trees. Fell all three trees. This application is referred to the TDC Tree & Landscape Officer for consideration.
h.	24/00054/NMA Ms L Blyth 15 Withrick Walk St Osyth	Non material amendment to application reference 23/00754/FULHH for a change of material on front extension from face brickwork to block and render. Approved on 7th February 2024.

OM-23-212 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) from 12th January 2024 to 2nd February 2024.
- b. Letter of 30th January 2024 from the Planning Inspectorate, regarding the dismissal of Appeal APP/P1560/W/23/3319881 (TDC 21/01932/FUL) Bushwood, Rectory Road, St Osyth.
- c. Email of 2nd February 2024 from TDC with regard to Tendring District Council Local Plan review Call for Site 2024.

OM-23-213 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 18th January 2024 be verified for accuracy by the Council and signed by the Chairman, as a true and accurate record. The motion was proposed by Cllr. Atkins and seconded by Cllr. Thomas. All agreed.

OM-23-214 SUMMARY OF ACTION:

- a. OM-23-191 c. The Clerk reminded the Council that Cllr. White was to discuss the issue of an organised litter pick with the Women's Institute (WI).
- b. OM-23-195 a ii a). The Clerk informed the Council that he had instructed a contractor to clean the bus shelter at the Orchards roundabout.
- c. OM-23-202 h i. The Clerk informed the Council that he would be asking Councillors to come into the office, so that he could take photographs for use on the website.
- d. OM-23-206 f. The Clerk reminded the Council that the subject of the Local Government Boundary Commission for England Consultation would be discussed later in the meeting.

- e. OM-23-209 c ix. The Clerk informed the Council that the District Council had confirmed that mixed recyclables (plastics and cans) went to a recycling facility in Rainham, whilst all paper and cardboard went to a paper mill in Kings Lynn.

OM-23-215 PUBLIC PARTICIPATION: None

OM-23-216 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence of 17th, 25th and 26th January 2024 respectively between St Osyth Parish Council and Tendring District Council regarding fly-tipping.
 - i. A conversation ensued as to the district wide problem of fly-tipping, which the Chairman stated had been a point of discussion at the recent Tendring District Association of Local Councils (TDALC) meeting.
 - ii. The consensus was that several well publicised prosecutions were required to help highlight the fact that fly-tipping is in fact a criminal offence.
- b. Correspondence of 19th January 2024 from The People's Club regarding the change of Officers and membership information.
- c. Correspondence of 26th January 2024 from the Editorial Team of St Osyth News thanking the Parish Council for confirmation of the Annual Parish Grant.
- d. Correspondence of 5th and 6th February 2024 respectively between St Osyth Parish Council and Barclays Bank concerning the closure of Clacton on Sea branch.
 - i. Cllr. Thomas stated that she considered it rude of Barclays to reply to a formal letter by way of an email.
- e. Correspondence of 6th February 2024 from Cllr. Goggin, Essex County Council (ECC) regarding the Essex Minerals Local Plan Review.

OM-23-217 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having thanked the Council for accommodating his need for an early slot in the proceedings, Cllr. Goggin gave the following report:
 - i. That having received numerous emails with regard to the ongoing problem of parking in Stone Alley, which had resulted in the temporary closure of the gift shop, he [Cllr. Goggin], together with the Clerk, was looking to arrange a site meeting with a representative of the North Essex Parking Partnership (NEPP) to discuss what options were available to help resolve the issue.
 - ii. That the County Council's budget would be increasing from £2bn for 2023/2024 to £2.5bn for 2024/2025.

- a) Cllr. Goggin added that a recent survey of County Councils in England ascertained that one in six Councils were likely to declare bankruptcy at some point within the next twelve months. He continued that whilst nothing could be guaranteed, given the financial policies of the County Council, its financial position was, at the current time, deemed to be excellent and a model example.
- iii. That additional funding of £12m was being allocated to Highways, which included an extra £8m to be shared amongst the twelve Local Highway Panel (LHP) within the County.
 - a) A conversation ensued as to the allocation of funds by the Tendring LHP for 2023/2024 and 2024/2025, during which Cllr. Goggin confirmed that the additional funding would be available as of 1st April 2024.
- iv. That when taking into consideration the budget for the County Council, it was important to remember that the money raised by the ratepayers was just enough to cover the cost of adult social care.
 - a) Cllr. Goggin informed the Council that there would be a significant increase in the cost of social care, which was increasing from £809m to £881m.
- v. That there would be additional funding for children with Special Educational Needs (SEN).
 - a) Cllr. Goggin stated that there was at present a terrible situation whereby mainstream schools were labelling difficult and problematic pupils as SEN.
 - b) Cllr. Sinclair stated that she took exception to that comment, as from her experience, and having witnessed first-hand the needs of some children, it was only in very exceptional circumstances that children were certified as SEN.
 - c) Cllr. Goggin stated that he accepted Cllr. Sinclair's comments, adding that whilst she was closer to the educational system, whereas he was closer to the SEN system.
- vi. That the overall increase for taxpayers would be 4.99%, which included 2.99% for adult social care.
- vii. That the Locality Fund would continue into 2024/2025.
 - a) Cllr. Goggin suggested that the Council give consideration to projects, which he stated could be submitted as of 1st April 2024.
- viii. Cllr. Ward stated that she had read in a recent article that adult social care was the single largest expense for Councils nationwide.
 - a) Cllr. Goggin confirmed that of the £2.5bn ECC would spend in 2024/2025, the single largest expense would be that of adult social care, and that out of a population of 1.6 million, some 25,000 residents required some form of social care.

- ix. A conversation ensued as to the increasing demand for adult social care, which it was felt had a direct correlation with the increase in SEN children.
- x. That the consultation in respect of the lowering of the speed limit along the B1027 would be closing on 16th February 2024. Cllr. Goggin stated that to date he was only aware of one objection, which related specifically to the change in Thorrington, which had been submitted by a Councillor from Thorrington Parish Council.
- xi. Cllr. Cooper enquired as to the additional funds to be allocated to the LHP, which he calculated to be in the region of £666,666.66. He stated that as the Parish Council had previously been advised that the original budget of £350,000.00 for 2024/2025 had already been allocated, was it safe to assume that the additional funds would be available as of 1st April 2024.
 - a) Cllr. Goggin stated that this was correct, however, it should be noted that projects which addressed safety would be paramount.

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

OM-23-218 FINANCE:

- a. Approval of payments for January 2024, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:
 - ii. Current a/c: £144,749.79
 - iii. Deposit: £53,950.78

OM-23-219 REPORTS FROM WORKING GROUPS:

- a. **Public Realm Working Party:**
 - i. The Clerk informed the Council that he had recently received correspondence from both the District Council and the developer involved, that the reallocation of Section 106 (s106) funds, by way of a Variation of Condition (VoC) in respect of the development at Melinda Lane (18/00379/OUT refers), was nearing completion, and that hopefully payment could be expected within the next few months.
- b. **Highways Working Party:**
 - i. Having been previously circulated, the parking survey conducted by Ayen Consulting was noted.
 - a) Cllr. Thomas stated that having read the report, she was concerned that there was no mention that Cowley Park was only to be used by the football club, or indeed those hiring the recreation ground and/or pavilion, and that the gate needed to remain closed at all other times.

- b) The Clerk stated that he would ensure that this was brought to the attention of the officers from Essex County and Tendring District Councils.
- c) Cllr. Ward stated that the report by Ayen Consulting included The Bury, which was owned by the Sargeant family.
- d) The Clerk reminded the Council that the current provision of parking was by way of courtesy of the Sargeant family, on The Bury, and the Bond family, along Warren Farm Lane.
 - i) The Clerk stated that Ayen Consulting had been instructed to investigate all options, including within the grounds of The Priory and on The Bury, on which parking would stop at some point during 2024. The Clerk continued that the concept of the survey, which the Parish Council had been advised to have commissioned by Tendring District Council and Essex County Council, was that the findings of the survey could then be used as a 'bargaining chip' to secure parking within the grounds of The Priory.
 - ii) The Clerk stated that the owners of The Priory had made it clear that they were not willing to accommodate any parking for football teams on The Bury, and that was why the Council was now looking to provide a dedicated parking area on Cowley Park. The Clerk continued that apart from The Bury and Warren Farm Lane, the only other area which could be used for parking, other than within the confines of The Priory, was Cowley Park, which would result in the loss of the football club, and which in reality would not be used as it was too far from the village.
- ii. The Clerk informed the Council that upon receiving the report from Ayen Consulting, he had forwarded the report to officers from Essex County Council and Tendring District Council, requesting comments ahead of the Councils meeting.
 - a) The Clerk stated that the response from both authorities, but in particular that of Tendring District Council, had been that the report, which demonstrated a robust need for parking within the centre of the village, would help the Parish Council in justifying its need for additional parking within the grounds of St Osyth Priory.
 - b) The Clerk continued that the advice given by the District Council was that the Parish Council should now enter into discussions with the owners of The Priory, to explore the potential of using areas for which they already had permission for to use for parking.
 - c) The Clerk reminded the Council that in 2022, during a meeting with officers from Essex County Council and Tendring District Council respectively, the suggestion of Mr Tim Sargeant that a parking survey be undertaken by the Parish Council had been discussed.

- i) The Clerk stated that whilst the Parish Council had originally agreed that there was no need for the suggested survey, it was on the instructions of the officers, from Essex County Council and Tendring District Council, that the Parish Council had secured the services of Aven Consulting, after it had been stated that the findings of the survey could be used by Essex County Council and Tendring District Council as a 'bargaining chip' with the Sargeant family, to secure some form of public parking (not to include the football club) within the grounds of the Priory, in the area between the Tithe Barn and the wall along Mill Street.
- iii. The Clerk informed the Council that it was his recommendation that the matter be referred to the Highways Working Party (HWP) for further discussion, as the response of both Essex County Council and Tendring District Council, stated that the problem of off-road parking was essentially a matter for the Parish Council to resolve.
- a) The Clerk reminded the Council that lack of off-road parking within the village had been raised with the Chief Executive of the District Council by Cllr's Talbot and White, in their capacity as District Councillors, in February 2015.
 - i) The Clerk subsequently narrated extracts of a letter dated 4th March 2015, from the Parish Council to the Chief Executive of the District Council, which stated:

To add additional weight to our request the Parish Council would draw your attention to the 2010 Core Strategy Document, in which paragraph 7.51 states:

'there is an identified need for a village car park to prevent on-street parking in the village centre. The Council will work with the Parish Council to identify a suitable location'

and

'that in 2013 no land has still been identified for a car park and as a village with a population of over 4000, this is a serious omission'.
 - b) The Clerk continued that he was also recommending that the Highways Working Party request the assistance of Cllr's Talbot and White, in their capacity as District Councillors, to again raise the issue of the lack of suitable off-road parking within the village with the District Council.
 - c) The Clerk stated that whilst he was willing to progress the matter, he did not have the specific knowledge required, nor did the Parish Council have the necessary funds to secure the services of consultants or legal advisors.

- d) Cllr. Thomas stated that it was her understanding that the reason the Parish Council had made an effort to help with the problem of parking, by moving the parking for the football club onto Cowley Park, was that the planning officers who dealt with the Priory had used words to the effect of

“if you give the village permission to park there [The Priory], we will look favourably on future planning applications.”

- e) Cllr. Cooper stated that Cllr. Thomas was 100% correct in her understanding, following reports to the Council by the former Chairman of the Parish Council and Clerk, as a result of their meetings with representatives of The Priory and officers from Tendring District Council and Essex County Council.
- iv. Cllr. Cooper, in his capacity as the Chair of the Highways Working Party, suggested that it might be prudent to invite the former Chairman of the Council to a meeting with the Working Party, given her knowledge of the matter at hand and previous dealings with both Essex County Council and Tendring District Council.
 - a) The Chairman stated that it was not necessary to invite the former Chairman, given that the Council had records of the relevant meetings, and that the matter should be referred back to the Highways Working Party.
 - b) Cllr. Ball enquired as to whether the subject of parking was a condition of any of the approved planning applications.
 - i) For the benefit of Cllr. Ball, Cllr. Thomas gave a brief overview of the problems surrounding parking within the vicinity of The Priory, and how there was an opportunity to secure some form of parking, for the village, within the grounds of The Priory, particularly in the area behind the wall on Mill Street.
 - c) Cllr. Talbot stated that the annoying thing about the situation was that there was no need to close off The Bury for parking, and that it was the owner who did not want vehicles parked there. Cllr. Talbot continued that there was no reason to stop parking, and that on Parish Council visits to The Priory it had been noted that the owners of The Priory had created quite a number of additional parking spaces within the grounds of The Priory, which had not existed before.
 - d) The Chairman enquired as to whether there would be any mileage in liaising with the owners of The Priory to request the continued use of The Bury for parking, now that the football club was parking on Cowley Park.
 - e) Cllr. Ward reminded the Council that whilst there were parking bays in Church Square, these were primarily for the residents of that locality, who had the right to park there.

- f) Cllr. Thomas informed the Council that there was a current post on social media with regard to parking in the village, arising from people using the car park of the Kings Arms public house for parking, which in turn meant that staff and patrons of the public house were unable to use the car park.
- c. **Martin's Farm Country Park:** The Clerk reported that he had sent an email to Andrew Brown, ECC Land Operations Manager, requesting suitable dates for a meeting, but that he had yet to receive a response.

OM-23-220 REPORTS FROM REPRESENTATIVES:

- a. **Allotments:** Nothing to report.
- b. **Community Matters & Well-being:** Nothing to report.
- c. **Essex Police:** Having been previously circulated, Cllr. Cooper briefed the Council on reported crime during December 2023 in St Osyth and Point Clear, by offence and location, and where practicable the status of the investigation.
 - i. The comparative crime statistics for the period between 1st October to 31st December 2023 were noted.
- d. **Footpaths:** Cllr. Atkins informed the Council that he would be submitting an article to gauge interest in establishing a Parish Paths Partnership (P3) working party, for inclusion in the April edition of the Parish magazine.
- e. **Tree Warden:** Cllr. Atkins informed the Council of the recent successful application to the Woodland Trust for tree packs. He continued that the Council would receive two packs, consisting of 1 x Medium Wild Harvest (105 saplings) and 1 x Small Copse (30 saplings) in October 2024.
 - i. Cllr. Atkins stated that the trees had to be planted on Council owned land, therefore, it was his suggestion that the saplings, which in the case of the Small Copse pack included silver birch, rowan and wild cherry, be planted within the Wild Flower Meadow at the Cemetery, and that the Wild Harvest saplings be used to create one, possibly two hedges.
 - ii. The Chairman suggested that the planning for the planting of the saplings be an agenda item at the September meeting.
- f. **Tendring District Association of Local Councils (TDALC):**
Cllr. Talbot gave the following report:
 - i. The Tendring District Association last met on 24th January. This was Karen Sinclair's first meeting as our Parish representative. We logged on okay, but Frank Belgrove, our chairperson, had a technical problem. We could hear him, but he could not hear us. This lasted about ten minutes.

- ii. Our Guest, County and District Councillor, Mark Platt, Chairman of the Tendring Local Highways Panel (Tendring LHP) spoke about his committee's business, where Frank is our appointed representative. Mark took questions from those present.
- iii. Cllr. Mark Stephenson, Leader of Tendring District Council was present and took questions from members on the spot.
- iv. In the general discussion Karen spoke about Section 106 (s106) funding and how St Osyth has used it to put adult exercise equipment in each of our three play areas. Later, the discussion moved to getting a s106 location reallocated. Karen came back and said that such a change was costing St Osyth Parish Council in the region of £1,500.00 by way of legal fees. She also reported that St Osyth was looking to see if they could instal some equipment specially for children with disabilities.
- v. I drew attention to the cost to motorists' pockets of reducing speed limits, when coupled with the installation of Automatic Number Plate Recognition (ANPR) cameras to issue automatic fines. I referred to a 'Rip of Britain' programme talking about properties falling into the sea, and the map 'National Coastal Erosion Risk Map 2018-2021' which from the whole of England, Point Clear was one of only seven places to which it specifically referred.

g. District Councillor's Report:

- i. Cllr. Talbot gave the following report:
 - a) Since John White is, at this very time attending a District Planning meeting, I will report for us both.
 - b) On Tuesday of this week (13th February), the Full Council met to set the Budget for the year to come. I think just repeating a lot of figures in the 100-page budget would just be boring so just a few headlines.
 - i) The budget proposals set out a 'Band D' Council Tax of £193.73 in 2024/2025, an increase of 2.99% (£5.62), with a Council Tax requirement of £10.048m of the total net General Fund revenue budget for 2024/2025 being £15.123m, along with a General Fund capital programme totalling £0.827m.
 - ii) Do not forget that the Tendring District Council tax charge above, is only about one tenth of the total bill we pay each year, which includes the charges from Essex County Council, The Police and Fire services and of course our Parish Council services.
 - iii) The Housing Revenue Budget was also considered on the same night with the main changes for 2024/2025 being the increase in dwelling rents of 7.7% along with a total expenditure budget of £16.227m and a capital programme totalling £3.928m.

- iv) The 7.7% increase in dwelling rents results in an average weekly rent of £100.89 in 2024/2025. (£93.68 in 2023/2024) The proposed budget reflects the continued repayment of debt, with the total level of existing debt falling from £33.949m to £32.535m at the end of 2024/2025.
- v) St Osyth Council Tax Amounts 2024/2025

Band	Multiplier	Amount (£)
A	6/9	179.07
B	7/9	208.92
C	8/9	238.76
D	9/9	268.61
E	11/9	328.30
F	13/9	387.99
G	15/9	447.68
H	18/9	537.22

- c) Cllr. Thomas enquired as to whether there was any way in which it was possible to find out how much the District Council spent on staff who were either working from home or who were absent on long term sick leave.
 - i) Cllr. Talbot stated that he would look through his reports and forward the information to Cllr. Thomas.
- h. **Website:** The Clerk informed the Council that he was liaising with the software developer from Naglotech on the content for the website.

OM-23-221 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:**
Cllr. Sinclair reported that the next meeting was scheduled to take place later in the month.
- b. **St Osyth Playing Field Charity:** The Clerk reported that after six months without any contact, he had, on 7th February 2024, received an email from the Police Officer investigating the criminal damage of the litter bin at Cowley Park, which occurred on 14th June 2023, stating that the parents of the four youths involved now wished to make financial restitution, and bring the matter to a close. The Clerk stated that he had at the request of the investigating officer, forwarded the costs for the replacement and installation of a new bin to the officer and that he [the Clerk] hoped to be able to give a further report at the next meeting.
- c.
Cllr. Thomas reported that whilst Elmden Rovers were parking on Cowley Park during the week, visiting teams were continuing to park on The Bury and Mill Street at weekends.
- d. **Point Clear Community Association:** Cllr. Thomas reported that the next meeting was scheduled to take place on 22nd February 2024.
- e. **Village Hall Management Committee:**
The following report by Cllr. Thomas was noted:

- i. That bookings are still coming in as far ahead as 2025. The Committee are in the process of administrative changes with regard to hiring and non-attendance. The Committee will be using the Model Hiring Agreement, published by the Rural Community Council for Essex (RCCE) at cost of £35, and will be changing the system to no confirmation until such time as a deposit has been paid.
- ii. The possible change of charitable status due to onus on Trustees. This would entail the conversion to a Charitable Incorporated Organisation (CIO) cost of £350.00.
- iii. That a Safeguarding policy had recently been prepared, which is to be signed by all Committee members, including affiliated groups.
- iv. Not all affiliated groups, who are still Trustees, attend meetings, therefore, if they miss three consecutive meetings then affiliated membership will be removed.
- v. That the Village Hall Open Day, which will coincide with the Horticultural Society's show and dancing groups, will take place between 10 am and midday on Saturday 11th May 2024.
- vi. That concerns had been raised about insurance cover for those using the hall. Cllr. Thomas cited an incident whereby a resident attending a yoga class had slipped and broken their arm.
- vii. That a suggestion had been received from the St Osyth & Point Clear Rotary Club about expanding the Warm Hub idea, to include soup and roll at lunch time. An assessment of the kitchen facilities was to take place in the near future.
- viii. That a number of issues such as liaison with the Point Clear Community Association (PCCA) over TDC grants, the increase in hire fees, the requirement for an Asset Register and the need for a Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) policy to go alongside the existing Health & Safety policy were discussed.
- ix. That the new blinds to be installed in the Annex would be roller blinds, which were cheaper than the existing vertical blinds.
- x. That the current balance was £54,953.50, this included grants of £10,000.00 and £5,000.00 from Tendring District Council and the Essex Community Foundation (ECF) respectively.
- xi. An initial payment of £15,000.00 had been paid to Holland Roofing for repairs to the flat roof. The overall cost, for the work which would commence in early February, and which would take between four and six weeks to complete, had been kept at £48,000.00.
- xii. That there would be a 5% increase in booking fees.
- xiii. That the Management Committee would again be receiving a capitation grant of £1,830.00 from the Parish Council.

- xiv. That repairs had been carried out to the wheelchair ramp, a new boiler had been installed in the main kitchen, the timer for the external lighting had been repaired, as had two of the CCTV cameras, which had been having senility issues.
 - xv. That the ongoing problem of flooding in the car park had been temporarily resolved, however, a camera survey of the drainage system would be required.
 - xvi. That only those using the hall should be using the car park. An example of an incident whereby a hirer had left their vehicle in the car park after the activity at the hall had ended was discussed, during which it had been confirmed that parking tickets would be issued against anyone who was not using the hall at the time when the parking violation was identified.
 - xvii. That rubbish was not being cleared away and dirty crockery was being left in the kitchens.
 - xviii. The Premises Officer queried the heating temperature, as windows in the main hall, which were being opened during certain activities were being left open. Liaison would be necessary with groups in question as to their requirements and changes made to the heating schedule if necessary.
 - xix. The next Quarterly Meeting was scheduled for 25th April 2024.
- f. **St Osyth Priory & Parish Trust:**
Cllr. Thomas reported that she had not had any contact from anyone on the Trust since the initial contact from its Chairman in October 2023.
- i. The Chairman suggested that this item be removed from future agenda.
 - ii. The Chairman and Cllr. Thomas suggested that the Trust be contacted to ascertain whether they wanted a representative of the Council at their meetings.

OM-23-222 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:

The Clerk reminded the Council that an advertisement had been published in the February 2024 edition of the Parish magazine, with the closing date for applicants being 8th March 2024. He continued that to date he had received one enquiry as to the role of a Councillor, but no requests for an application form.

- a. The Chairman suggested that should any Councillors know of any residents who might be interested or be suitable to be co-opted as a Parish Councillor, they should be advised to contact the Clerk.

OM-23-223 LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND CONSULTATION (ESSEX):

- a. The draft response, prepared by the Clerk, having been previously circulated, the Council agreed that the response be submitted to the Local Government Boundary Commission for England (LGBCfE).

- b. The Clerk subsequently narrated an email from Cllr. Honeywood, Essex County Councillor for West Clacton, in which the latter stated that together with Cllr. Goggin's agent, he had submitted a response to the LGBCfE, which would hopefully see St Osyth remain within the Brightlingsea Division.

OM-23-224 THE ESSEX COUNTY COUNCIL (VARIOUS ROADS, ST OSYTH) (30MPH & 40MPH SPEED LIMIT) ORDER 202*:

Having been previously circulated, the Council reviewed the proposed changes to the speed limit along the B1027, in the vicinity of Westwood Park. There were no objections to the proposed change. The only comment of note was that it would be beneficial to extend the proposed 40 mph limit along the length of the B1027 into Clacton.

OM-23-225 ANTI-SOCIAL USE OF PERSONAL WATERCRAFT (PWC):

The notes of the meeting of 29th January 2024, having been previously distributed were taken as read.

- a. The Chairman stated that it has been a very interesting meeting that that a further meeting was scheduled for Monday 4th March 2024.
- b. Cllr. Ball stated that it had been a good meeting, with all present wanting to achieve the same end state, however, until such time as the Orchards Holiday Camp were able to have a representative present who could make a decision, it would be a difficult situation to resolve.

OM-23-226 USE OF SHEEP IN THE CEMETERY:

The Chairman reminded the Council of the use of sheep in the Cemetery in early 2023, which had grazed the area of the Wild Flower Meadow.

- a. The Chairman informed the Council that the subject had not been discussed by the Cemetery Committee prior to this meeting but instead would be discussed by the Council and that subject to certain criteria being met, the consensus was that the sheep should again be permitted to graze the Wild Flower Meadow.
- b. A discussion ensued during which the following was noted:
 - i. That the optimal timeframe in which the sheep should be permitted to graze, which would benefit the meadow, was between September and January.
 - ii. That should the owner of the sheep wish to accept the offer of the Council to use the meadow for grazing, the pen in which the sheep were to be kept during the day should be twice the size it had previously been. The minimum acceptable size which the Council would accept was given as being 2 x (heras) fencing panels in length by 2 in width.
 - iii. That the owner of the sheep must have sufficient public liability insurance, so as to indemnify the Council for any claims made arising from or associated with the sheep.
 - iv. That it would be useful to have some form of poster to inform visitors to the Cemetery as to the reason for the sheep, as well as explaining their benefit for the Wild Flower Area.

- c. **RESOLVED:** That subject to the conditions of acceptance being met, in terms of the size of the pen, the Parish Council permit the annual use of the Cole Wild Flower Meadow for the purpose of grazing sheep, between September and January. The motion was proposed by Cllr. Atkins and seconded by Cllr. Ball. All agreed.

OM-23-227 FURTHER MATTERS:

- a. The Chairman reminded the Council that the next meeting, on 21st March 2024, would be held at Dumont Hall.
- b. Cllr. Ward requested that Cllr. Atkins liaise with her with regard to the April inspection of the Cemetery.
- c. Cllr. Talbot informed the Council that having been the Councils representative at TDALC since 1988, he was pleased to have the Chairman as a second representative. He continued that he would in time be stepping down from TDALC and subsequently enquired as to whether the Chairman would take on the responsibility of recording the notes of TDALC. The Chairman agreed to this request.
- d. Cllr. Talbot stated that he was struggling with the electronic agenda packs, insofar as by the time he had opened the relevant attached, the discussion had moved on. Cllr. Talbot stated that although he had requested that the Council adopt electronic distribution of agenda packs, he would now prefer a paper copy of any agenda packs.
 - i. The Chairman agreed to this request and stated that should any Councillor wish to receive a paper copy of the agenda pack they should notify the Clerk.
- e. Cllr. Venables enquired as to the presence of a CCTV camera on The Bury, near the War Memorial.
 - i. Cllr. Thomas stated that it was an Automatic Number Plate Recognition (ANPR) camera, which had been there for approximately two years.
- f. Albeit dated, Cllr. Atkins produced a copy of the Essex County Council Joint Strategic Needs Assessment 2016, which he stated included interesting information and statistics in respect of recycling.
 - i. The Clerk stated that he would seek to obtain a copy, which he would forward to the Council.

There being no further business the meeting was closed at 8.45 pm.

The date of the next meeting was set for 7.00 pm on Thursday 21st March 2024, at Dumont Hall, Point Clear.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting
held on Thursday 15th February 2024**

OM-23-219 b i b)	Use of Cowley Park for Parking	Clk to action
OM-23-219 b iii	Off-road Parking/ Village Car Park	HWP to discuss
OM-23-219 b iv d)	Parking on The Bury	Clk to action
OM-23-220 e ii	Planting of Saplings	Sep agenda
OM-23-220 g i c) i)	TDC Staff Expenditure	Cllr. Talbot to action
OM-23-221 f ii	St Osyth Priory & Parish Trust	Clk to action
OM-23-222 a	Co-option of a Councillor	Cllr's to action
OM-23-226 c	Grazing of Sheep in Cemetery	Clk to action
OM-23-227 d i	Paper Agenda Packs for Councillors	Clk to action
OM-23-227 f i	ECC Joint Strategic Needs Assessment	Clk to action