



ST OSYTH PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at St Osyth Village Hall on Thursday 20th June 2024 at 7.00 pm



PRESENT: Chairman: Cllr. Karen Sinclair, Vice-Chairman: Cllr. Julie Ward
Cllr's Clive Atkins, Susan Ball, Alma Blockley, David Cooper,
Michael Talbot, Michele Thomas, Catherine Venables & John White

Cllr. Alan Goggin, Essex County Councillor (arrived at 7.40 pm)

APOLOGIES: Cllr. Ray French
Cllr. Jake Moore

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: Five

OM-24-032 ADDITIONAL ITEM FOR DISCUSSION:

The Chairman informed the Council that the subject of grounds maintenance, in particular the cutting of verges would be discussed under further matters. All agreed.

OM-24-033 PRESENTATION BY ST OSYTH PRIMARY SCHOOL ECO COUNCIL:

Having been invited by the Council, Ivy and Hope, who were accompanied by Mrs Yerli and Mr Carter-Tufnell, addressed the Council in their capacity as representatives of St Osyth Church of England Primary School Eco Council.

- a. Dear Members of St. Osyth Parish Council, we are honoured to be here today and extend our thanks to you for inviting the Student and Eco Council to share our work from this academic year so far. Your support and interest in our initiatives mean a great deal to us.
- b. Thank you for providing us with this valuable opportunity to present our projects and achievements. We look forward to sharing our journey with you and discussing how we can continue to work together to benefit our community.
- c. Additionally, we would like to express our deep thanks for your generous donation, which allowed us to purchase 30 litter pickers, 30 high-visibility jackets, 8 trash hoops, and 15 pairs of gloves. These resources have been invaluable in enabling us to carry out our environmental projects and keep our community clean and safe.
- d. Keeping our school and local area litter-free is extremely important to us. A clean environment not only enhances the beauty of our surroundings but also promotes a sense of pride and responsibility among students and residents. It helps protect local wildlife and reduces pollution, making our community a healthier and more pleasant place to live and learn.

- e. We have made excellent use of this equipment within our school by implementing a litter-picking rota, ensuring that different classes take turns to help keep our grounds clean and tidy. Additionally, we have made the equipment available to students during break and lunch times, allowing any child who wishes to participate in keeping our environment litter-free to do so. This initiative has not only fostered a greater sense of community and responsibility among our students but also reinforced the importance of environmental stewardship in our daily lives.
- f. Beyond our school grounds, we have also utilized this equipment in the local area during our after-school clubs. Students have actively participated in community clean-up endeavours, where we use the litter pickers, high-visibility jackets, trash hoops, and gloves to help maintain the cleanliness of nearby parks, streets, and public spaces. These efforts have not only made a visible difference in our community but have also provided our students with a sense of accomplishment and pride in contributing positively to their surroundings.
- g. We are happy to report that we went out four times and collected five bags of rubbish from the local area. Our students worked hard and showed great enthusiasm in keeping our community clean.
- h. Another important project we took on during this past academic year, was creating a food pantry for our school family. At the start of the year, we set two main goals: to ensure every child was fed and to keep the local area clean. The food pantry has been a huge success, providing much-needed support to families in our school community. By working together on these projects, we have been able to make a real difference in the lives of our students and the surrounding area.
- i. We have kept the pantry stocked through various efforts, such as hosting non-uniform days where students donate a can of food. Additionally, parents and staff have generously contributed throughout the year. To further support our pantry, we plan to approach local supermarkets and businesses to ask for donations. These combined efforts ensure that our pantry remains well-stocked and ready to help those in need.
- j. Looking ahead, we feel we can extend our efforts to help the wider community. Next year, we will be working hard to fundraise for a structure to be placed at the gate of our school so that everyone in the community can benefit from the food pantry. This initiative is important to us because we believe in supporting not just our school family but also our neighbours. By making food more accessible, we hope to ensure that no one in our community goes hungry. Thank you.

OM-24-034 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	24/00607/FUL Executors of the Late Allen Powell Land at Lamb Farmhouse Colchester Road, St Osyth	Planning Application - Change of use of an agricultural building to be used ancillary to the adjacent dwelling known as 'Cheers Barn'. No objections.

b.	24/00609/FULHH Mr R Garwood 23 Johnson Road St Osyth	Householder Planning Application - side extension to existing detached garage. No objections.
c.	24/00618/VOC Mr Hooper Land adjacent to St Cleres Hall Lane, St Osyth	Variation of Condition of 22/01100/FUL - New porch and window to existing approval. No objections.
d.	24/00633/FUL Mr Capon Jingling Johnny, Dairy Farm Meadow Point Clear	Planning Application - Replacement dwelling and demolition of existing dwelling upon completion. The Parish Council object to this application, which is considered a gross over development of a 'backland' site, contrary to Policy LP8 of the Tendring District Local Plan 2013-2033 Section 2. Furthermore, whilst through no fault of the applicant, the access to the site is not considered to be safe and convenient, as defined by Policy LP8 paragraph b.
e.	24/00673/VOC Wellwick Farm Ltd The Priory Estate St Osyth	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 1 (Approved plans) and Condition 3 (Car parking and turning areas) of application 18/01476/DETAIL. No objections.
f.	24/00762/TCA Ms J unknown 28 Point Clear Road St Osyth	Trees in a Conservation Area Notification - Fell 1 x Holly Tree. Crown reduce 1 x Silver Birch Tree. Crown reduce 1 x Mountain Ash Tree. Fell 1 x Fir Tree. This application is referred to the TDC Tree & Landscape Officer for consideration.
g.	24/00795/TCA Mr Smith 65 Clacton Road St Osyth	Trees in a Conservation Area Notification - To cut 1 x Holly Tree back to boundary. This application is referred to the TDC Tree & Landscape Officer for consideration.
h.	24/00796/WTPO Mr A Herring Tan Cottage Daltes Lane St Osyth	Works related to Tree Preservation Order (94/00019/TPO) - To crown reduce 1 x Magnolia by 40%. This application is referred to the TDC Tree & Landscape Officer for consideration.
i.	24/00809/WTPO Mr R unknown The Old Cottage Daltes Lane St Osyth	Works related to Tree Preservation Order (94/00019/TPO) - To reduce 1 x Magnolia by 40%. This application is referred to the TDC Tree & Landscape Officer for consideration.

j.	24/00841/FULHH Mrs Hyam & Mr Talbot 272 Point Clear Road Point Clear	Proposed erection of single storey rear extension with 3no. glazed roof lanterns and flue (following demolition of conservatory). No objections.
k.	24/00803/OHL Fisher German on behalf of UK Power Networks The Warren Cow Lane Point Clear	Overhead Lines Application - removal of multiple existing high voltage overhead lines and associated poles. Convert the existing pole into a H-pole by installing an additional pole adjacent to the existing with two new staywires. No objections. <i>For information only – no comment required.</i>
l.	24/00807/OHL Fisher German on behalf of UK Power Networks The Warren Cow Lane, Point Clear	Overhead Lines Application - Install a new cable route. No objections. <i>For information only – no comment required.</i>

OM-24-035 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) from 10th May 2024 to 7th June 2024.

OM-24-036 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Annual Meeting of the Council of 16th May 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. Cooper and seconded by Cllr. Ward. All agreed.

OM-24-037 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 16th May 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. Blockey and seconded by Cllr. Talbot. All agreed.

OM-24-038 SUMMARY OF ACTION:

- a. OM-24-020 a iv c). The Clerk informed the Council that the repairs to Colne View by Ringway Jacobs was being chased by Cllr. Goggin.
- b. OM-24-020 a vii a). The Clerk informed the Council on the movement of abnormal loads, particularly caravan transporters:
 - i. Any vehicle up to 3.5 metres in width – no escort required.
 - ii. Any vehicle between 3.51 metres and 4.3 metres in width – escort required.
 - iii. Any vehicle over 4.3 metres in width – Police escort required.
 - iv. No movement of laden caravan transporters between 0700 hrs & 0900 hrs and 1630 hrs and 1900 hrs Monday to Friday.

- v. No more than two laden transporters may travel as part of a convoy.
- c. OM-24-024 d ii b). The Clerk reminded the Council that the subject of a Footpath Working Party would be discussed later in the meeting.
- d. OM-24-024 e ii. The Clerk informed the Council that he had yet to receive a response from the District Council in respect of the creation of Tree Preservation Orders (TPO's) for the trees near the junction of Colchester Road and the B1027.
- e. OM-24-031 b. The Clerk reminded Councillors, where possible, to monitor areas usually inspected by the Community Warden.

OM-24-039 PUBLIC PARTICIPATION: None

OM-24-040 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence of 30th May 2024 from the Essex Association of Local Councils (EALC), with regard to Essex County Council Climate Action Advice Packs.
 - i. Cllr. Atkins commented that as informative as the information packs were, with recommendations such as choosing short-haul destinations instead of long-haul flights, they were biased towards those with money.
- b. Correspondence of 11th June 2024 from Clear Councils with regards to insurance cover for employees/ volunteers and Council members. The Clerk stated that he would forward details to Councillors.

OM-24-041 FINANCE:

- a. Approval of payments for May 2024, as per the circulated lists were agreed by the Council.
 - i. Cllr. Ball enquired as to the expenditure against BNP Paribas.
 - a) The Clerk stated that it related to the lease agreement for the photocopier.
 - ii. Cllr. Venables enquired as to the expenditure of £0.16, followed by a credit of £0.16 and subsequent expense of the same amount against Castle Water.
 - a) The Clerk stated that in terms of administration Castle Water was the worst utilities company he had ever encountered.
- b. The following balances were noted and agreed:
 - i. Current a/c: £179,228.55
 - ii. Deposit: £54,390.33

OM-24-042 INTERNAL AUDIT & ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN:

- a. In the absence of the Responsible Financial Officer (RFO), the Clerk narrated the following report.
- i. In order to make sure you are fully apprised before being asked to formerly approve the financial results for the year to 31st March 2024, I will provide you with some additional information
 - ii. The Council have to provide certain data to the external auditors as required by law. The Clerk has a number of forms I have provided including the Annual Governance and Accounting forms together with additional analysis information.
 - iii. The result for the year shows a surplus of £5,508.00 as previously advised to you by the Finance Committee. This is more than the break-even budgeted but is primarily due to the reduction in grass cutting towards the end of the year as a result of the wet weather. General Reserves stand at £149,588.00.
 - iv. The Chairman will be presented with some forms that require signature, namely:
 - a) Annual Governance Statement, to also be signed by the Clerk and the appropriate minute reference to be added.
 - b) Accounting Statements 2023/24, already signed by myself and the appropriate minute reference to be added.
 - c) Balance Sheet, already signed by myself.
 - v. As you are already aware the System audit was carried out by RBS with no problems and the Internal audit was carried out by Heelis Lodge again with no reported problems.
 - vi. I fully endorse the figures provided and hope that the full Council will approve them.
 - vii. I will submit the External audit forms when I return from holiday and hope to receive a clean bill of health for these.
- b. **Internal Audit:**
The following documentation as directed by the Internal Auditor, on 17th May 2024 was received:
- i. Internal Audit Report for 2023/2024 – Accepted and approved
RESOLVED: That the Council accept and approve the Internal Audit Report for 2023/2024. The motion was proposed by Cllr. Thomas and seconded by Cllr. Ball. All agreed.
 - ii. Scope of Internal Audit for Parish & Town Councils - Agreed
RESOLVED: That the Council agree the Scope of Internal Audit. The motion was proposed by Cllr. Ward and seconded by Cllr. Atkins. All agreed.

- iii. Audit Plan - Approved
RESOLVED: That the Council approve the Audit Plan. The motion was proposed by Cllr. Venables and seconded by Cllr. Blockley. All agreed.
- c. **End of Year Results:**

Having been previously circulated, the Council agreed the end of year figures as approved by the Independent Internal Auditor on 17th May 2024, in preparation for submission of the report to the Audit Commission:

 - i. Annual Governance Statement & Accounting Statements.
RESOLVED: That the Council agree the Accounting Statements & Annual Governance Statement. The motion was proposed by Cllr. Cooper and seconded by Cllr. Talbot. All agreed.
 - ii. Balance Sheet for Year Ending 31st March 2024.
RESOLVED: That the Council agree the Balance Sheet for Year Ending 31st March 2024. The motion was proposed by Cllr. Talbot and seconded by Cllr. Ward. All agreed.
 - iii. Supporting Reserves Reconciliation as at 31st March 2024.
RESOLVED: That the Council agree the Supporting Reserves Reconciliation as at 31st March 2024. The motion was proposed by Cllr. Venables and seconded by Cllr. White. All agreed.
 - iv. Trial Balance for Current Year.
RESOLVED: That the Council agree the Trial Balance for Current Year. The motion was proposed by Cllr. Ward and seconded by Cllr. Thomas. All agreed.
 - v. Bank Reconciliation Statement as at 31st March 2024.
RESOLVED: That the Council agree the Bank Reconciliation Statement as at 31st March 2024. The motion was proposed by Cllr. Atkins and seconded by Cllr. White. All agreed.
 - vi. Income & Expenditure Account for Year Ending 31st March 2024.
RESOLVED: That the Council agree the Income & Expenditure Account for Year Ending 31st March 2024. The motion was proposed by Cllr. Atkins and seconded by Cllr. Venables. All agreed.
- d. **Annual Governance & Accountability Return:**
 - i. **RESOLVED:** That the Council approve the Annual Governance & Accountability Return for 2023/2024, and that the Chairman and Clerk sign the relevant document. Both the Chairman and Clerk duly signed the Annual Governance & Accountability Return for the Year Ending 31st March 2024. The motion was proposed by Cllr. Cooper and seconded by Cllr. White. All agreed.
 - ii. **RESOLVED:** That the Council approve the Accounting Statements for 2023/2024, and that the Chairman and Clerk sign the relevant document, which had already been signed by the RFO. The Chairman duly signed the Accounting Statements for the Year Ending 31st March 2024. The motion was proposed by Cllr. Talbot and seconded by Cllr. Thomas. All agreed.

OM-24-043 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having arrived at 7.40 pm, and his report having been previously circulated, Cllr. Goggin invited questions from those present.
 - i. Cllr. White enquired as to whether there was anything Essex County Council could do to prevent privately owned cars, parked on the public highways, being advertised for sale.
 - a) Cllr. Goggin stated that he was not sure as to whether the County Council dealt with such occurrences.
 - b) The Clerk stated that previous incidents had been reported to the District Council. The Clerk subsequently provided an overview of the regulations as he understood them, adding that he would seek to gain clarification ahead of the next meeting.
 - ii. Cllr. Ward enquired as to whether Cllr. Goggin had any knowledge as to the reason why two nurseries in Clacton on Sea, namely Ravens and White Hall were closing.
 - a) Cllr. Goggin stated that as it was outside of his electoral division, he was unaware of the reasons for the pending closures.
 - b) Cllr. Venables stated that she believed a new nursery, St Clairs, located between the two due to close, was opening, which might possibly explain the closure.
 - iii. Cllr. Goggin briefed the Council about school places, the system for which was overseen by the County Council. He continued that the demand for places was up, citing Alresford as an example, where the usual request for places was approximately thirty, whereas this year it was fifty-five.
 - a) Cllr. Goggin explained that those pupils who could not attend their first-choice school, could attend any school, and that transport to schools outside of a 3½ miles radius was at public expense.
 - b) Cllr. Goggin stated that the demand for places was true of schools catering for Special Educational Needs and Disabilities (SEND) children, where demands were up 75%. He continued that the main problem was the pupil to staff ratio which had been 8 to 1 but was now 12 to 1. Cllr. Goggin reported that Market Fields School, which had been built to cater for 185 pupils now had 257 pupils with a further 50 on a waiting list.
 - c) The Chairman stated that in the case of Cann Hall Primary School, a nursery had been built which did not open for four years due to the lack of staff and funding.
 - iv. A discussion ensued as to the development of social skills and the need to nurture children at an early age, which all agreed was a parental responsibility.

- a) Cllr. Goggin stated the County Council was providing funding to increase school intakes, citing Great Bentley and Alresford as examples, where in the case of the latter, a new cabin was being provided to accommodate additional pupils.
- b) A discussion as to the lack of and ability to retain teachers ensued.

OM-24-044 REPORTS FROM COMMITTEES:

a. Finance Committee:

- i. The draft Minutes of the Finance Committee meeting of 29th May 2024 having been previously distributed, the Chairman invited questions. None were forthcoming.
- ii. Approval of Standing Orders:
RESOLVED: Having been previously circulated, it was proposed by Cllr. Blockley and seconded by Cllr. Thomas, that Standing Orders, (as amended by the National Association of Local Councils (NALC) in April 2022), adopted on 19th July 2018, as reviewed and recommended by the Finance Committee on 29th May 2024, be approved. All agreed.
- iii. Addendum to of Standing Orders (Persistent Absence):
RESOLVED: Having been previously circulated, it was proposed by Cllr. Talbot and seconded by Cllr. Ball, that the Council approve the addition to Standing Orders in respect of persistent absence, as recommended by the Finance Committee on 29th May 2024. All agreed.
- iv. Approval of Financial Regulations:
RESOLVED: Having been previously circulated, it was proposed by Cllr. White and seconded by Cllr. Ball, that the new 2024 NALC Financial Regulations, as reviewed and recommended by the Finance Committee on 29th May 2024, be approved. All agreed.
- v. Approval of Financial Risk Assessment:
RESOLVED: Having been previously circulated, it was proposed by Cllr. Cooper and seconded by Cllr. Venables, that the Financial Risk Assessment, as reviewed and recommended by the Finance Committee on 29th May 2024, be approved. All agreed. The Chairman subsequently signed the Financial Risk Assessment.

The Council expressed their gratitude to the RFO and Clerk for their work towards the preparation for the Internal Audit.

b. Cemetery Committee:

- i. The draft Minutes of the Personnel Committee meeting of 20th May 2024 having been previously distributed, the Chairman invited questions. None were forthcoming.

- ii. Having been referred to the Council for decision, the Clerk briefed the Council on a recent memorial application, the design of which featured a bottle of whisky.
 - a) The Chairman stated that whilst there was no issue with the wording on the proposed memorial, the depiction of a bottle of whisky was something which the Committee had recommended be deferred to the Council.
 - b) Cllr. Ward stated that it would perhaps be more appropriate to include wording such as 'affectionately known as Mr Bell's' rather than include the engraving of a bottle of whisky, would set a precedent for future applications.
 - c) Cllr. Cooper stated that the Council had previously refused applications where the design was deemed controversial.
 - d) Following a discussion, it was agreed that the design in its current format would not be in keeping with the with the other memorials within the Cemetery, and that the Clerk should write to both the applicant and respective stonemason.
 - e) **RESOLVED:** That the Parish Council refuse the application for a memorial depicting a bottle of whisky but permit wording along the lines of 'affectionately known as Mr Bell's'. The motion was proposed by Cllr. Thomas and seconded by Cllr. Blockley.
- iii. The Clerk informed the Council that having liaised with a local contractor as to the Council's decision to permit the use of sheep in the wildflower area of the Cemetery during the winter, which would require the use of a larger pen, the contractor has subsequently requested that he be permitted to use a low voltage electric fence, which would enable the use of a larger area.
 - a) Cllr. Atkins stated that it was common practice to fence sheep by means of an electric fence.
 - b) Cllr. Thomas enquired as to why the contractor could not just use additional fencing.
 - i) The Chairman stated that it would be difficult for the contractor to move a larger area of fencing daily.
 - c) The Council discussed the benefits of having sheep in the wildflower area throughout the winter, with Cllr. Atkins stating that the area was dominated by hard grass, which over a couple of seasons would be suppressed by the grazing of sheep.
 - d) Following a discussion as to the need for and wording of signs warning of the presence of an electric fence, the Council voted 9 to 1 in favour of permitting sheep to be grazed in the wildflower area of the Cemetery.

- e) **RESOLVED:** That subject to the approval of the Councils insurance company, and provision of signage, at cost to the contractor, the Parish Council approve the grazing of sheep in the wildflower area of the Cemetery between October 2024 and March 2025, with the decision to be reviewed thereafter. The motion was proposed by Cllr. Ward and seconded by Cllr. Atkins.

OM-24-045 REPORTS FROM WORKING GROUPS:

a. Public Realm Working Party:

- i. Cllr. Ward gave the following report.
 - a) That climbing walls had been installed at Cowley Park, Dumont Avenue and Priory Meadow respectively. Cllr. Ward continued that she was very impressed with the quality of the equipment.
 - b) That a meeting of the Working Party was scheduled for 26th June 2024, with the primary focus being that of deciding on what equipment should be installed at Priory Meadow.
 - c) That all summer blooms had been planted.
 - i) Cllr. Cooper stated that the planters looked very good.

b. Highways Working Party: The Clerk informed the Council that a meeting would be held in the near future.

c. Martin's Farm Country Park:

- i. Having been previously circulated, the notes of the site meeting of 14th May 2024 were taken as read.
- ii. Cllr. Atkins reported that there were a number of both bee orchids and pyramidal orchids on site.

OM-24-046 REPORTS FROM REPRESENTATIVES:

a. Allotments: Nothing to report.

b. Community Matters & Well-being:

Cllr. Venables gave the following report:

- i. The next Coffee & Chat, which is being held on Monday 1st July, in the village hall annexe, between 10 am and midday, will include a presentation from Essex Police on scams which are currently in existence and advice about how to deal with them.
- ii. The local police are holding regular 'Lets Talk' sessions at various locations, such as the new Marks and Spencer, and Morrisons in Little Clacton, where the public can drop in and ask questions.
- iii. Market Fields college based in Jaywick Lane are looking for local businesses and voluntary organisations to offer volunteer experience for their pupils to help prepare them for work in the future.

- iv. United in Kind and Home Instead have secured funding to provide monthly outings for afternoon tea for older people in the Clacton and surrounding area who are socially isolated and lonely. If you know of anyone who may not have family or support close by and is unable to access other groups but would be interested in this or if anyone would like to volunteer with this project, then please contact me.
- c. **Essex Police:** Having been previously circulated, Cllr. Cooper briefed the Council on reported crime during April 2024 in St Osyth and Point Clear, by offence and location, and where practicable the status of the investigation.
 - i. St Osyth
 - a) Other
 - i) Deeping Walk - under investigation
 - b) Public Order
 - i) West Field Lane - under investigation
 - c) Violence & Sexual Offences
 - i) Deeping Walk - under investigation
 - ii) South Close – Awaiting Court outcome
(a suspect has been charged or sent a summons and is now going through Magistrates or Crown Court)
 - ii. St Osyth Beach
 - a) Anti-social Behaviour
 - i) First Avenue
 - b) Criminal Damage/ Arson
 - i) Beach Road - investigation complete; no suspect identified
 - c) Other
 - i) Beach Road - investigation complete; no suspect identified
 - d) Vehicle Crime
 - i) Beach Road - under investigation
 - e) Violence & Sexual Offences
 - i) Beach Road x 3 - all under investigation
 - ii) Beach Road x 1 - unable to prosecute suspect
 - iii) First Avenue x 1 - under investigation
 - iii. Bel Air Chalet Estate

- a) Anti-social Behaviour
 - i) Seawick Road x 3
- b) Public Order
 - i) Bishops Drive - under investigation
- c) Violence & Sexual Offences
 - i) Seawick Road - under investigation
 - ii) Seawick Road - unable to prosecute suspect
 - iii) Club Parade - unable to prosecute suspect
 - iv) Club Parade - under investigation
 - v) Club Parade - investigation complete; no suspect identified
 - vi) Priory Close - under investigation
- iv. Point Clear
 - a) Criminal Damage/ Arson
 - i) Allen Way - unable to prosecute suspect
 - b) Violence & Sexual Offences
 - i) Point Clear Road (near Five Stacks) - under investigation
- v. Point Clear Bay
 - a) Possession of Weapons
 - i) Colne Way - under investigation
 - b) Public Order
 - i) Cruce Way - under investigation
 - c) Theft (from the Person)
 - i) Colne Way - unable to prosecute suspect
 - d) Theft (other)
 - i) Colne Way - under investigation
 - e) Violence & Sexual Offences
 - i) Mersea View - under investigation
 - ii) Cruce Way x 2 - both unable to prosecute suspect
- vi. Outcome & Percentage
 - a) Under investigation x 17 (61%)
 - b) Unable to prosecute suspect x 7 (25%)
 - c) Investigation complete; no suspect identified x 3 (11%)
 - d) Awaiting Court outcome x 1 (3%)

- d. **Footpaths:** Cllr. Atkins informed the Council that, including himself and the Chairman, there were now seven people willing to form a Volunteer Working Party.
- i. Cllr. Atkins stated that he was awaiting a response from the County Council's Public Rights of Way (PRoW) officer as to whether this number constituted a working party, in addition to any Health & Safety requirements.
 - ii. Cllr. Atkins informed the Council that if sanctioned, the working party would be responsible for such activities as reporting on the condition of public footpaths, replacement of way markers and possible cutting back of some vegetation, such as brambles.
- e. **Tree Warden:** Nothing to report.
- f. **Tendring District Association of Local Councils (TDALC):** Cllr. Talbot gave the following report:
- i. The Association next meets on 24th July 2024.
 - ii. The meeting on 22nd May was the AGM and all the present officers agreed to stand again, with each one being dealt with separately. Karen Sinclair was not present, so I phoned her, and she had not received an invitation from the Chairman, so did not know there was a meeting. I interrupted the item being discussed to convey this information publicly to my fellow members, so I am reporting now in her stead.
 - iii. There was a small discussion about the affiliation Fee, currently £20.00 per Council per annum, some suggested it be increased, but this was not agreed.
 - iv. Martin Snook gave us a considered update on the Windfarm Pylons issue and the potential damage to some Parish Communities and the campaign ('Stop The Pylons'). I did speak about a meeting held with the National Grid on 16th April via Teams, but only three District Councillors were present which I said was disappointing.
 - v. We did agree at Ardleigh's request to grant £300 for 'Stop the Pylon' Banners being printed.
 - vi. Frank Belgrove (re-elected as Chairman) gave his report and also reported on the satisfactory position with an end of year balance of £2,566.78.
 - vii. The guest speaker was TDC officer Mike Carran, talking about Tendring Sport and Activity Strategy, and Sport in the Tendring Area in general and proposed consultation. He wishes to discuss the draft strategy with Town and Parish Councils as highly significant partners in supporting local people towards active lives, and to seek thoughts and views and ensure they are part of the final version.

viii. Our two representatives to the Essex Association were elected, as was the third person to sit on the joint TDALC/TDC Standards Committee when dealing with a complaint about a Town, Parish or one of its members.

ix. The meeting finished at 2059 hrs.

g. **District Councillor's Report:**

i. Cllr. Talbot gave the following report:

- a) For quite obvious reasons, the announcement of the General Election on 4th July, looms large in everything already planned by the Administration with meetings cancelled or being postponed. In addition, since the announcement that Nigel Farage is standing in Clacton on Sea, we are having to review our plans to ensure we can handle the increased focus his very presence will bring with it. This extra attention has made it a quite busy time for those of our officers tasked with organising the election, planning for before the day, on the day and the business, including the count, after the election.
- b) The Council has, jointly with the Royal British Legion, held two military Remembrance Services at the Clacton on Sea War Memorial. The first of these was to give thanks for the 6th of June 1944 D-Day landings, 80 years ago. The second, was the Anniversary of the Falklands War, which lasted from 2nd April 1982 to 14th June 1982, held on Friday 14th June. Residents across Tendring were invited to join veterans as they commemorated these events, and quite a number of people took advantage of this.
- c) As I said at the last meeting much of what concerns the District Council more and more is the continuing increase in the cost of everything we need to operate, at a time when Support Grant is extremely tight. An example of this is encapsulated by our Council leaders renewing their support for much-needed temporary accommodation in Walton-on-the-Naze following an increase in costs. Last year work started on a £1.47 million revamp of the former 'Spendells House' sheltered housing block, to house people and families who find themselves homeless. (TDC) is converting the existing two-storey 1960's accommodation, to provide 32 flats for those in need.
- d) The Council's Cabinet today reiterated its support for the project, notwithstanding a report highlighting an increase in costs, including national inflationary pressures, items not included in the original specification and addressing issues discovered after works had started, such as, fire compartmentation, electrical supply, water supply and drainage. The Cabinet has now allocated an additional £860,000.00 to complete the scheme, bringing the total estimated cost of the project to £2.33 million.

- i) Cllr. Ward stated that the District Council should not have accepted the quote in the first instance if not all costings had been included.
 - ii. Cllr. White gave the following report:
 - a) That all meetings had been cancelled ahead of the General Election, with the first meeting following the election scheduled for 7th July 2024.
 - b) That Mike Carran, the District Councils Assistant Director Economic Growth & Leisure would be interested in the Parish Council intention to install inclusive play equipment and that it would be mutually beneficial for the Parish Council to improve its play areas with the addition of such equipment.
 - i) Cllr. White suggested that Mr Carran would be receptive to an invitation to address the Council.
 - ii) The Chairman suggested that perhaps Mr Carran could be invited to a meeting of the Public Realm Working Party.
 - iii) Cllr. Cooper suggested that it might also be beneficial for the Chairman of Elmden Rover Youth Football Club to speak to Mr Carran.
- h. **Website:** The Clerk requested that Councillors attend the office during the week commencing 24th June 2024 in order to have their photos taken for inclusion on the website.

OM-24-047 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** The Chairman reported that the Charity had last met on 4th May 2024, when three applications for the vacant, refurbished property in Clacton Road had been considered. The Chairman continued that the successful applicant, who already lived in St Osyth, would be taking up residency on 14th July 2024
- b. **St Osyth Playing Field Charity:** Cllr. Thomas informed the Council of a recent inspection of the Arboretum, during which it had been confirmed that all bar one of the trees were doing well.
- c. **Point Clear Community Association:**
Cllr. Thomas gave the following report on the Annual General Meeting of 30th May 2024:
 - i. Although the Chairman had been absent, the Committee had voted in favour of removing affiliation status if a groups representative failed to attend two meetings.
 - ii. That the Association was still awaiting a response from TDC with regard to the application for a grant in respect of an air-to-air heating system which is urgently required for sustainability.
 - iii. That the accounts were now being presented in a revised format.

iv. That the Executive Committee would be meeting on 27th June 2024.

d. **Village Hall Management Committee:** Nothing to report.

OM-24-048 REQUEST FOR A SABBATICAL:

Having been informed by the Clerk of the legislation in respect of persistent absence, the Council discussed the suggestion of 16th May 2024, that Cllr. Moore take a sabbatical until September 2024.

- a. Cllr. Talbot stated that it was a difficult subject to discuss, especially as all Councillors were aware of the commitments associated with being a member of the Parish Council. He continued that if circumstances were such that a Councillor could not attend meetings then there were questions as to whether an individual should stand as a Councillor. Cllr. Talbot stated that the request for a sabbatical should be rejected.
- b. Cllr. White stated that he agreed with the views of Cllr. Talbot.
- c. Cllr. Thomas stated that on the provision that no allowances be paid for the period of the sabbatical, were it to be approved, the Council should accept the suggestion, as were Cllr. Moore to resign it would create another vacancy, with the Council already unable to fill that following the resignation of former Cllr. Kelly.
- d. Cllr. Ward stated that the Council should not accept the request for a sabbatical, and that when she had taken time away from the District Council she had written to other Councillors.
- e. The Chairman stated that she too had work commitments but was able to commit to meetings.
- f. The motion from Cllr. Thomas that the Council accept the request that Cllr. Moore be permitted to take a sabbatical from Council business resulted in a tied vote of 5 against 5. As Chairman, Cllr. Sinclair had the casting vote, which resulted in a vote of 6 to 5 that Cllr. Moore be refused a sabbatical.
- g. **RESOLVED:** That Cllr. Moore be refused a sabbatical and that rules of attendance at Council/ Committee meetings apply. The motion was proposed by Cllr. White and seconded by Cllr. Ward. Following the casting vote by the Chairman, the motion was carried by a margin of 6 vote to 5.

OM-24-049 ANNUAL PARISH APPRAISAL:

The Chairman informed the Council that having discussed the Annual Parish Appraisal with the Clerk, it was being suggested that the Appraisal be deferred until 2025, primarily as the Council had visited all locations of note within the parish in recent years.

- a. Cllr. Talbot stated that this was a sensible recommendation, and that the Council could always view any areas of concern/ interest as and when necessary. All agreed.

OM-24-050 FURTHER MATTERS:

- a. As stated at the beginning of the meeting, the Chairman informed the Council of the need to discuss the cutting of verges.

- b. The Chairman informed the Council that there had been numerous complaints, both directly to the office and via social media as to the appearance of certain areas of the parish arising from the frequency of grass cutting.
 - i. Cllr. Atkins informed the Council that in addition to 'No Mow May' there was now 'Let It Bloom June'.
- c. At the request of the Chairman, the Clerk informed the Council that the main problem had been that of the weather. He continued that when a contractor allocated specific days/ dates to the cutting of areas within the parish, if it rained on those days/ dates, it prevented the contractor from being able to work. The knock-on effect was that it might be a further two, sometimes three weeks before the contractor could revisit the area, and if it rained on those dates, the problem was exacerbated further. Even on dry days following periods of rainfall, the contractors were faced with the problem of wet vegetation clogging up their machinery.
- d. The Clerk reported that one contractor had encountered problems with staff and had therefore requested that the Parish Council agree to him relinquishing part of the existing contract, in particular the cutting of Point Clear Road from Mill Dam Lake to the roundabout at the Orchards.
- e. The Clerk advised the Council that he had sought quotations from other contractors to take on the responsibility of Point Clear Road. One would only do so were they to be awarded the full contract, one had quoted in excess of £1,200.00 per cut whilst another had provided a quotation of £400.00 per cut.
 - i. The Clerk stated that it was his recommendation that the Council agree acceptance of the quotation of £400.00 per cut.
 - ii. The Clerk subsequently provided an overview of costings, which were the Council to agree acceptance of the recommended quotation would see the cost of cutting the verges and amenities increase from £1,080.00 per cut to £1,330.00 per cut, an increase of £250.00 per cut. The increase would result in the overall of the maintenance of verges and amenities increasing by £2,500.00 for the financial year 2024/2025.
 - iii. The Clerk stated that the Parish Council essentially had three options:
 - a) To do nothing, in which case the verges would remain uncut.
 - b) To accept the quotation of £400.00 per cut for Point Clear Road, Dumont Avenue and Beacon Way, the cost of which would have to be found by way of savings and movement of underspends in various Cost Centres: or
 - c) To accept the quotation of £400.00 per cut for Point Clear Road, Dumont Avenue and Beacon Way, and agree the release of £2,500.00 from reserves to offset the increase in costs.
 - iv. Cllr. White stated that the Council had to ensure that the verges in Point Clear were maintained.

- v. Cllr. Thomas enquired as to why certain areas of Point Clear Road had been cut whilst others had not.
 - a) The Clerk stated that according to the Highways website, not all of Point Clear Road or Dumont Avenue was deemed as being part of the publicly maintainable highway. The Clerk subsequently listed the areas which were not deemed part of the publicly maintainable highway.
- vi. Cllr. Ward stated that historically some of the verges had been maintained by the residents.
- vii. Cllr. Talbot stated that the verges along Point Clear Road were owned by Essex Highways.
- viii. Cllr. Thomas raised the issue of trees along Point Clear Road, citing the tree at the front of her property as an example. She informed the Council that a Tree Preservation Order (TPO) had been imposed on the tree, which Highways had stated was her responsibility. When Cllr. Thomas had questioned the movement of her boundary fence, the response from Highways had been that it was not possible as it was Highways land.
- ix. **RESOLVED:** That the Parish Council accept the quotation of £400.00 per cut, provided by Matthew Ford Gardening Services, for the areas of Point Clear Road, from Mill Dam Lake to the Orchards roundabout, Dumont Avenue and Beacon Way, as per the publicly maintainable highways information provided by Essex County Council, and that the additional cost be funded by way of General Reserves. The motion was proposed by Cllr. White and seconded by Cllr. Ball.
- f. The Clerk informed the Council following complaints as to the appearance of certain areas, he had instructed a contractor to carry out work which ordinarily was the responsibility of Essex Highways. The Clerk stated that whilst Highways were responsible for the spraying of weeds, once this had been carried out, the weeds which changed from green to a shrivelled brown were simply left. It was the removal of weeds and cutting back of vegetation in these areas which he had sanctioned, so as to avoid repeated complaints.
- g. Cllr. White informed the Clerk of a report of a bus stop along St John's Road being obscured by vegetation to such a degree that a bus had failed to stop for a resident on two occasions.
 - i. The Clerk stated that he would instruct a contractor to remove the vegetation, as were he to report it via Highways, it would potentially take 28 days to be assessed, yet alone removed.
- h. Cllr. Atkins informed the Clerk that the road signs at the junction of Colchester Road and the B1027 were no longer visible due to the growth of vegetation.
 - i. The Clerk stated that he would instruct a contractor to remove the vegetation.

There being no further business the meeting was closed at 9.30 pm.

The date and time of the next meeting was set for 7.00 pm on Thursday 18th July 2024, at Dumont Hall, Point Clear.

**Summary of 'Action Required' from the Minutes of the Ordinary Meeting
held on Thursday 20th June 2024**

OM-24-040 b	Cllr's Insurance Cover	Clk to action
OM-24-043 a i b)	Sale of Motor Vehicles on Public Highway	Clk to action
OM-24-046 g ii b) ii)	Invitation to Public Realm Meeting	Clk to action
OM-24-046 g ii b) iii)	Elmden Rovers / TDC	Clk to action
OM-24-050 g i	Clearance of Vegetation from Bus Stop	Clk to action
OM-24-050 h i	Clearance of Vegetation from Road Signs	Clk to action