



ST OSYTH PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at St Osyth Village Hall on Thursday 20th March 2025 at 6.15 pm



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

Cllr. Alan Goggin, Essex County Councillor (arrived at 7.50 pm)

John Pateman-Gee, TDC Head of Planning
Gary Guiver, TDC Planning Policy Manager

APOLOGIES: Cllr. Jake Moore (Personal Commitment)
Cllr. Catherine Venables (Holiday)

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: Two

OM-24-180 TENDRING DISTRICT COUNCIL (TDC) LOCAL PLANNING REVIEW:

- a. Having been introduced by the Chairman, Gary Guiver gave the following presentation:
 - i. That the District Council had a statutory responsibility to review its Local Plan, which was in essence a 'top down' blueprint for future development, which did not reflect local opinion, but rather the requirements imposed on the authority by the government.
 - ii. That the changes in planning being introduced by the incumbent government meant that the District Council would have to plan for an additional 7,000 – 8,000 houses, which due to physical and environmental constraints meant that a lot of the development would be on greenfield sites, which would be deemed by many to be contentious, given the change on the rural appearance. If land was unavailable, there might be an opportunity for the Council to argue the number of properties.
 - iii. Gary Guiver briefed the Council on the options available to the District Council, which included:
 - a) Option A – Focused on the delivery of housing along the existing transport networks, including the railway and A120, incorporating:
 - i) Small housing developments of up to 30 properties, in areas such as Tendring, Little Bentley and Kirby-le-Soken.
 - ii) Medium housing developments of 30 - 100 properties, in areas such as St Osyth, Thorrington and Great Bromley.

- iii) Large housing developments of 100 - 300 properties in areas such as Brightlingsea, Lawford and Manningtree.
 - iv) Strategic/ mixed use development of 800 - 2,000 properties in Harwich.
- b) Option B – Focused on the delivery of a triangle of garden villages at Hare Green, Horsley Cross and Weeley, in addition to:
 - i) Small housing developments of up to 30 properties, in areas such as Tendring, Little Bentley and Kirby-le-Soken.
 - ii) Medium housing developments of 30 - 100 properties, in areas such as St Osyth, Thorrington and Great Bromley.
 - iii) Large housing developments of 100 - 300 properties in areas such as Brightlingsea, Lawford and Manningtree.
 - iv) Strategic/ mixed use development of 300 - 800 properties in Frinton on Sea.
 - v) Strategic/ mixed use development of 800 - 2,000 properties in Harwich.
- c) Option C – Focused on the delivery of garden villages along the A133/ B1033, at Hare Green, Thorpe-le-Soken and Weeley, in addition to:
 - i) Small housing developments of up to 30 properties, in areas such as Tendring, Little Bentley and Kirby-le-Soken.
 - ii) Medium housing developments of 30 - 100 properties, in areas such as St Osyth, Thorrington and Great Bromley.
 - iii) Large housing developments of 100 - 300 properties in areas such as Brightlingsea, Lawford and Manningtree.
 - iv) Strategic/ mixed use development of 800 - 2,000 properties in Harwich.
- d) Option D – Focused on the delivery of four garden villages at Hare Green, Horsley Cross, Thorpe-le-Soken and Weeley, in addition to:
 - i) Small housing developments of up to 30 properties, in areas such as Tendring, Little Bentley and Kirby-le-Soken.
 - ii) Medium housing developments of 30 - 100 properties, in areas such as St Osyth, Thorrington and Great Bromley.
 - iii) Strategic/ mixed use development of 800 - 2,000 properties in Harwich.
- iv. Gary Guiver subsequently invited questions from Councillors, during which time the following was noted:
 - a) Cllr. White enquired as to the penalties which could be imposed on the District Council if it did not meet the numbers dictated by government, especially taking into account that the Council was in the hands of developers, who might not necessarily proceed with developments.
 - i) Gary Guiver stated that there were a number of issues which could arise from such a scenario, which included:

- 1) Placing the Council into special measures, which would effectively remove the District Council from the planning process, with the Planning Inspectorate (PINs) determining future applications.
 - 2) The way being open for speculative applications should the District Council be unable to demonstrate a five-year supply of housing.
- b) Cllr. Thomas enquired as to whether there was a government formula for calculating the requirement for housing stock.
- i) Gary Guiver stated that the method was the same for all planning authorities, however, the number changed from authority to authority.
- c) Cllr. Thomas enquired as to the effect of Devolution on the Local Plan.
- i) Gary Guiver stated that as a Local Planning Authority (LPA), the District Council should continue to review and implement its plan until such time as new Unitary Authorities came into being, at which time they would then have to adhere to the Mayoral Plan for Greater Essex.
- d) Cllr. Thomas enquired as to whether it would be prudent for the District Council to consider enlarging the proposed development at Harwich, essentially making it a larger garden village.
- i) Gary Guiver stated whilst he agreed with sentiment, the District Council had to plan both housing and economic growth, which had to be deliverable within the constraints such as available land and the current housing market.
- e) Cllr. Cooper stated that if developers were not proceeding with developments such as St John's Plant Centre and Rouses Farm, which had been under discussion for years, and if all District/Borough Councils were facing the same issues, then the fault lay with the developers as opposed to LPA's.
- i) John Pateman-Gee stated that developers controlled the market and were using time to their advantage, as too many new properties, if unsold, would lower the value of new builds.
 - ii) Gary Guiver stated whilst he agreed with the sentiment, the District Council had to plan both housing and economic growth, which had to be deliverable within the constraints such as available land and the current housing market.
- f) Cllr. Sinclair suggested that consideration be given to utilising empty properties.
- i) Gary Guiver stated that whilst the primary focus of the Local Plan was new dwelling stock, it would take into account empty premises.

- g) Cllr. Sinclair stated that the main concern for many, was that infrastructure was not keeping pace with the development of properties.
 - i) Gary Guiver stated as a Planning Authority, the District Council were conscious of the lack of infrastructure and were investigating ways to mitigate the issue through financial contributions.
- h) Cllr. Atkins stated that whilst the District Council would have information as to the number of properties to be delivered, would they give consideration to the type i.e. homes for first time buyers and the elderly.
 - i) Gary Guiver stated the Local Plan, which was complex, would have to take into account the need for mixed housing, however, ultimately the delivery of housing stock would be driven by the market and be aimed at those who could afford to purchase the new properties.
- i) Cllr. Sinclair enquired as to whether housing association properties would be included within the Local Plan.
 - i) Gary Guiver confirmed that there would be some housing association properties.
- j) Cllr. Thomas suggested that developers be asked to fund repairs to existing infrastructure, citing damage to the surface of Mill Street as an example.
- v. Having previously corresponded with the Clerk, John Pateman-Gee briefed the Council on the conditions associated with the occupancy of caravan parks, which he stated could be occupied all year round, less two weeks, and that those residing in caravan parks should have a permanent address registered elsewhere. He continued that the concerns raised by the Clerk that caravan parks were being used as permanent accommodation would require further, in depth, investigation.
 - a) Cllr. Thomas suggested that the District Council look to change the residential status of caravan parks, which would add to the housing stock, whilst removing the need for the District Council to pursue enforcement action.
 - b) A discussion ensued as to the site fees paid by owners of caravans, which John Pateman-Gee stated were set by the owners of the caravan parks.

John Pateman-Gee and Gary Guiver departed the meeting at 7.25 pm.

OM-24-181 MEMBERS DECLARATION OF INTEREST:

The Chairman reminded 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-24-182 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	24/00560/OUT Wellwick Farms Ltd c/o St Osyth Priory The Bury St Osyth	<p>Outline Planning Application (Access/Layout/Design/Scale/Landscaping to be considered) - Outline planning application for the erection of 24 dwellings, with all matters reserved other than the use of access from Colchester Road (as consented under 20/01124/OUT), associated public open space, landscaping and all associated ancillary works.</p> <p>Further to its comments of 25th October 2018, in respect of 18/01476/DETAIL, highlighting concerns over road safety, the Parish Council fully supports the recommendation of Essex Highways dated 12th July 2024 (HT/TST/SD/CJS/5305-4B refers) that: no occupation of the development shall take place until the following have been provided or completed:</p> <p>a) The priority junction off the B1027 Colchester Road with dedicated right turn lane at the priority junction, to include 2no. central islands, the island to the south-east of the development access road to be constructed as a pedestrian refuge island with pedestrian tactile and including the associated 3-metre-wide footway works and the proposed new bus stop facilities consented as part of application: 20/01124/OUT.</p> <p>b) A new footway connection from the proposed northern development, with a maximum of 2-metre-wide footway provided on the east side of the B1027 Colchester Road providing a connection to the existing bus stops north of the proposal site.</p> <p>c) The provision of a 40-mph speed limit to incorporate the new development on the B1027 Colchester Road and to include the provision of a gateway feature at the new location for the terminal signs to the north-west of the development site (details and extent of the proposal shall be agreed with the Local Planning Authority and Essex County Council prior to commencement of the development).</p>
b.	25/00034/FULHH Mr W Brown Hill House Flag Hill St Osyth	<p>Householder Planning Application - Additional array of PV panels on west elevation of new garages and workshop, approved under application 23/01522/FULHH.</p> <p>No objections.</p>

c.	25/00284/FUL Park Holidays UK Ltd St Osyth Beach Holiday Park Beach Road St Osyth	Planning Application - Retrospective erection of Sales Office (Class E) and construction of 4 no. Play Areas. No objections.
d.	25/00299/FULHH Mr Maffia 16 Broadstrood St Osyth	Householder Planning Application - New outbuilding to serve as annexe accommodation for main dwelling and erection of new fence to boundary. Whilst the Parish Council would have no objection to the extension of the existing property, or the proposed annex being linked to the main dwelling, there are concerns that the application as is, could become a new, separate dwelling contrary to Policy LP8 of the Tendring District Local Plan.
e.	25/00311/HHPNOT Mr S Levermore 37 Point Clear Road St Osyth	Application to determine if Prior Approval is required for a Proposed Larger Home Extension - Single storey rear extension measuring 5.1m in depth, 2.95m high and 2.82m at the eaves, assessed under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 1, Class A. Given the pending consideration in respect of planning application 25/00103/FULHH, the Parish Council deem this application to be an overdevelopment of the existing dwelling site.
f.	25/00135/WTPO G Williams Acacia Cottage 94 Clacton Road St Osyth	Works related to Tree Preservation Order (81/00007/TPO) - Re pollard two Sycamore trees. This application is referred to the TDC Tree & Landscape Officer for consideration.
g.	25/00414/TCA Mr R Baker 28 Mill Street St Osyth	Trees in a Conservation Area Notification - 1 No. Cabbage Tree (Cordyline australis) - Full removal of tree. This application is referred to the TDC Tree & Landscape Officer for consideration.

OM-24-183 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) for the period of 14th February 2025 to 7th March 2025.

OM-24-184 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 20th February 2025 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. Tabot. All agreed.

OM-24-185 SUMMARY OF ACTION:

- a. OM-24-169 a v. The Clerk reminded the Council that an approach to the owners of St Osyth Priory and the District Council to discuss the possible retention of the temporary car park would be an agenda item at a future meeting of the Council.
- b. OM-24-175 b iii a). The Clerk informed the Council that he had written to Cllr. Kevin Bentley, Leader of Essex County Council (ECC) in respect of the request for a formal review of safety improvements at the crossroads, but that he [the Clerk] had yet to receive an acknowledgement.
- c. OM-24-175 b iv c). The Clerk informed the Council that he would be engaging with the North Essex Parking Partnership (NEPP) as to how best proceed with the request for the implementation of double red lines in the vicinity of the crossroads.
- d. OM-24-175 b v d). The Clerk reminded the Council that Cllr's Talbot and White had been requested to liaise with the District Council on behalf of the Parish Council in respect of access to Martello Beach Holiday Park via St Osyth Beach Holiday Park.
- e. OM-24-176 a i a). The Clerk reminded the Council that Cllr. Goggin had stated that he would liaise with Essex Highways with regard to the inoperative Vehicle Activated Sign (VAS) on Point Clear Road.
- f. OM-24-176 a xii b). The Clerk reminded the Council that Cllr. Goggin and Cllr's Talbot and White, the latter in their capacity as District Councillors, would, on behalf of Essex County Council and the Parish Council respectively, raise concerns with Tendring District Council in respect of the proposed vehicular entrance on the B1027, adjacent to the existing entrance to Oaklands Holiday Park, as part of planning application 25/00029/FUL.
- g. OM-24-179 g ii. The Clerk reminded the Council that the Deputy Clerk had been tasked to liaise with the Women's Institute (WI) with regard to arranging a Parish Litter Pick.
- h. OM-24-179 i. The Clerk reminded the Council that members had received a brief in respect of the Local Plan Review, and that both he and the Chairman were looking to arrange a suitable date to receive a presentation from the District Council's Chief Executive in respect of Devolution and Local Government Reform.

OM-24-186 PUBLIC PARTICIPATION: None

OM-24-187 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from Tendring District Council with regard to the Tendring District Council Local Plan Review.

- b. Correspondence from the Ministry of Housing, Communities & Local Government in response to the Parish Council's letter of 14th February 2025 (F614/1/25/1 refers) regarding allowances for co-opted Councillors.
 - i. The Chairman stated that the author of the letter had missed the point raised by the Parish Council and that the Clerk would respond to the Minister of State for Local Government and English Devolution on behalf of the Parish Council.
- c. Correspondence from St Osyth Parish Council to Cllr. Kevin Bentley, Leader of Essex County Council, requesting a formal review of the safety improvements to the crossroads
 - i. Cllr. Talbot congratulated the Clerk on the content of the letter.

OM-24-188 FINANCE:

- a. Approval of payments for February 2025, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:
 - i. Current a/c: £56,618.36
 - ii. Deposit: £150,000.00

OM-24-189 REPORTS FROM COMMITTEES:

- a. **Cemetery Committee:**
 - i. Whilst the draft Minutes of the Cemetery Committee meeting of 5th March 2025, would not be received until the Ordinary meeting of the Council scheduled for 17th April 2025, the Clerk informed the Council that they would need to review and approve the suggestion of the Cemetery Committee that there be an increase in fees.
 - a) The proposed increase to the existing fees having been previously circulated, the Clerk reminded the Council of the recommendation of the Cemetery Committee, that there should be an increase in respect of the purchase of Grants of Exclusive Rights of Burial, the scattering of ashes, administration fees, the permission to erect a memorial and add an additional inscription, with the following increases being recommended:
 - i) Exclusive Right of Burial (burial) from £910.00 to £950.00.
 - ii) Exclusive Right of Burial (ash) from £590.00 to £630.00.
 - iii) Scattering of Ashes from £85.00 to £105.00.
 - iv) Administration fee from £270.00 to £290.00.
 - v) Permission to erect a memorial from £215.00 to £235.00.
 - vi) Permission to add an additional inscription from £85.00 to £105.00.
 - b) **RESOLVED:** That the Parish Council ratify the recommendation of the Cemetery Committee, made during its meeting of 5th March 2025, to increase certain fees for 2025/2026. The motion was proposed by Cllr. Talbot and seconded by Cllr. Cooper. All agreed.

OM-24-190 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having arrived at 7.50 pm, Cllr. Goggin gave the following report:
 - i. That he was awaiting a response from Essex Highways with regard to the inoperative Vehicle Activated Sign (VAS) on Point Clear Road.
 - ii. That repairs to part of Mill Street and Point Clear Road were due to commence on 1st April 2025.
 - a) Cllr. Atkins reported that members of Essex Highways had been on site on 19th March 2025, but had only been putting tarmac in some of the larger potholes.
 - b) Cllr. Goggin stated that this would have been a 'make safe' repair.
 - iii. His report having been distributed prior to the meeting, Cllr. Goggin invited questions of those present. None were forthcoming.
- b. **District Councillor's Report:**
 - i. Cllr. Talbot gave the following report:
 - i) I have reported on the Governments, Local Government Reorganisation at the last three of our Parish Council meetings, but the overall business culminated with a Special Emergency Full Council Meeting held on 11th March, which was only last Tuesday week, which both John and I attended.
 - ii) Ian Davidson our Chief Executive introduced the business, which was just the one Local Government Reorganisation item of business, and as this meeting was called as an 'Emergency Meeting', no other business would be allowed. There was some measured discussion, with lots of comment about the amount of work that is going to be required over the next couple of years, and the great work that has been done so far in a very short period of time by our Officers.
 - iii) I did speak, seeking a unanimous vote in favour of supporting the 'interim submission' so that Mark Stephenson as our Leader, was armed with the whole of TDC unanimously behind him, when speaking to other Essex Leaders. The final vote was unanimous, I am pleased to say.
 - iv) I will not repeat all of the details, which are as a precis in the minutes of our last meeting, when we both spoke in our Parish Reports about what was likely to be the future way forward, but if any member is interested there is a U-Tube Video of the meeting <https://youtu.be/ocXsedCDCU> which link will appear in the minutes of our meeting when reported on the Web Site.

- v) It is of personal note that with our term of office extended to 2028, I will be 97 yrs of age and will not be standing for re-election again.
 - vi) Tendring District Council (TDC) is calling on residents to pledge to pick one bag of litter, or more, for Keep Britain Tidy's Great British Spring Clean campaign, which runs from 21st March to 6th April, and is calling residents across Tendring to show they love where they live, by taking part in the mass action litter pick, supporting Keep Britain Tidy's 10th Great British Spring Clean.
 - vii) The Council is backing a bid to pick litter from the streets and public spaces during Britain's Environmental Charity's clean-up campaign. For those interested in organising a litter picking event, TDC has a supply of litter pickers, hoops, and bags and can also arrange for the collection and disposal of collected waste. For more information email recycle@tendringdc.gov.uk or phone Environmental Services on 01255 686788.
- ii. Cllr. White gave the following report:
- a) That having asked for planning application 25/00029/FUL (the temporary construction access (up to 5 years) to facilitate the construction of the Holiday Park extension), at Oaklands Holiday Park, to be 'called in' for consideration by the District Council's Planning Committee, he [Cllr. White] has been advised that he had missed the deadline for the application to be called in.
 - b) Cllr. White stated that as the Clerk had requested that the Parish Council be given additional time in order to review the application, he [Cllr. White] could see no reason why he should not be granted the same consideration.
 - c) Cllr White reported that he had eventually been informed by John Pateman-Gee, Head of Planning & Building Control Services, that the application would be considered by the Planning Committee, however, this was unlikely to be until the meeting scheduled for May 2025.
 - d) Cllr. White concluded by informing the Council that the Head of Planning had seemingly written to the applicant informing them that the application would not go before the Planning Committee, and that the officer overseeing the application had enquired of the applicant as to whether there was a need for the application, given that work had already commenced, with access being gained via the existing entrance.

OM-24-191 PREPARATION OF THE ANNUAL PARISH REPORT:

The Clerk informed the Council that the Annual Report had been submitted for inclusion in the April edition of St Osyth Life. The Clerk thanked all those who had contributed towards the report.

- a. Cllr. Cooper stated that having had sight of the draft, he considered it to be a very good report.

OM-24-192 FURTHER MATTERS:

- a. Cllr. Atkins reported that having emailed the County Councils Public Rights of Way (PRoW) co-ordinator in October 2024, he had finally received a response, which he would forward to the Clerk.
 - i. Cllr. Atkins requested that the response of the PRoW co-ordinator be an item for discussion at the April meeting.
- b. Having begun the meeting at 6.15 pm, to accommodate the presentation from representatives of the District Council, the Chairman enquired as to whether Councillors would, in future, want to start meetings earlier, for example 6 pm.
 - i. Cllr. Blockley stated that she would.
 - ii. Cllr. White enquired as to how a change in the start time of the meetings might impact on Cllr. Goggin.
 - iii. The Chairman suggested that Councillors give the matter some consideration and that it be discussed at a future meeting.

There being no further business the meeting was closed at 8.05 pm.

The date and time of the next meeting was set for 7.00 pm on Thursday 17th April 2025, at St Osyth Village Hall.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 20th March 2025		
OM-24-185 a	Retention of Temporary Car Park	PC to discuss
OM-24-185 c	Implementation of Double Red Lines	Clk to action
OM-24-185 d	Access to Martello Beach Holiday Park via St Osyth Beach Holiday Park	Clk / Cllr's Talbot & White to action
OM-24-185 e	Repair of Vehicle Activated Sign	Cllr. Goggin to action
OM-24-185 g	Village Litter Pick	Clk to action
OM-24-185 h	TDC Briefings	Chair/ Clk to action
OM-24-187 b i)	Letter to Minister of State for Local Government	Clk to action
OM-24-192 a i)	Public Rights of Way (PRoW)	PC to discuss