



ST OSYTH PARISH COUNCIL



The Village Hall, Clacton Road, St. Osyth, Clacton-on-Sea, Essex, CO16 8PE

Tel: 01255 821447 E-mail: clerk@stosyth.gov.uk Web: www.stosyth.gov.uk

Dear Councillor

Notice of Ordinary Meeting of the Parish Council

I hereby give you notice that the Ordinary Meeting of St Osyth Parish Council will be held at St Osyth Village Hall at **7.00 pm on Thursday 21st August 2025**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Press and members of the public are invited to attend. Those members of the public who wish to speak during public participation are kindly requested to notify the Clerk of their intent prior to the commencement of the meeting.

Dated 14th August 2025

[Signed on Original]

Neil Williams
Parish Clerk

AGENDA / BUSINESS TO BE TRANSACTED

1. Apologies for Absence

2. Resignation of Councillor

To receive and accept the resignation of Cllr. Jake Moore and to receive a report from the Clerk on the process for appointing a new Councillor

3. Members Declarations of Interest:

To receive any Pecuniary or Non-Pecuniary Interests for matters set out below

4. Planning Applications received and comments made thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a.	24/00390/FUL Mrs H Carter High Birch Farmhouse High Birch Road, Weeley Heath	Planning Application - Demolition of disused butchers and abattoir. Replace with holiday lets, with associated hard and soft landscaping, lighting scheme and biodiversity enhancements.
b.	25/01001/FULHH Mr K Butcher Woodlands Farm Rectory Road, Weeley Heath	Householder Planning Application - Single storey workshop. Detached garage with annex/storage above ancillary to the dwelling.
c.	25/01098/ROC Mr C Gibbs The Partridge Retreat Clay Lane St Osyth	Application under Section 73 of the Town and Country Planning Act for Variation of Condition 3 of application 23/00542/FUL, and Removal of Condition 4 of applications 23/01314/VOC and 24/00979/VOC to allow for holiday occupancy in the month of February.
d.	25/01125/TCA Mrs J Unknown 26 Point Clear Road, St Osyth	Trees in a Conservation Area Notification - 2 No. Conifers - To crown reduce; 2 No. Holm Oaks - To crown reduce.
e.	25/01218/TCA St Osyth Parochial Church Council Church Square, St Osyth	Trees in a Conservation Area Notification - To fell three self seeded Holly Trees.

f.	25/01220/WTPO Miss C Bryant Orchards Holiday Village Colne Way Point Clear Bay	Works related to Tree Preservation Order (95/00016/TPO) - 3 Poplar trees in G4 of TPO - 1 x partially dead tall poplar trunk with minimal foliage. Decay present at bottom and cavity at ground level. 2 x Previously pollarded Poplar trees that need to be re-pollarded due to proximity to caravans.
g.	25/01079/COUNOI Mr K Stone Lakeside Studios 62 Mill Street, St Osyth	Prior Approval Application under Part 3, Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for change of use to residential. For information only – no comment required.
h.	25/01103/AGRIC Mr C Gibson Land South of Heath Road St Osyth	Prior Approval Application under Part 6, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for general purpose agricultural building. For information only – no comment required.
i.	25/01128/LUPROP Mr Ian Gentry - Hart Wilcox Production House High Birch Farm Highbirch Road St Osyth	Application for Lawful Development Certificate for Proposed Use or Development for over cladding of roof, removal of dangerous insulated cladding boards and replacement with new safe materials, replacement doors, new roller shutter door, new window on east elevation, and replacement of upper wall cladding. For information only – no comment required.
j.	25/01214/TELLIC OpenReach O/S 137 Clacton Road, St Osyth	Installation of Fixed Line Broadband Apparatus. For information only – no comment required.

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

5. Planning Correspondence:

To hear correspondence in respect of Planning as listed:

- a. Tendring District Council (TDC) notification of Decisions (Determinations) for the period 11th July 2025 to 8th August 2025 **encl 2**
- b. TDC letter of 23rd July 2025 re Breach of Planning Control – Alleged Unauthorised Building Works – Building in Conservation Area: 37A Clacton Road, St Osyth (25/00529/BWK refers)
- c. TDC email of 1st August 2025 re Appeal under Part 2 of the Town & Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 re APP/P1560/W/25/3369466 (TDC 24/01562/VOC) St Osyth Priory, The Bury, St Osyth

6. Approval of Minutes:

To approve as correct the Minutes of the Ordinary Meeting of 17th July 2025 **encl 3**

7. Matters arising from the Minutes of the Ordinary Council Meeting:

To receive an update on matters arising from the meeting of 17th July 2025

8. Public Participation:

9. Correspondence:

To hear correspondence as listed (if applicable):

- a. Correspondence of 18th July and 21st July 2025 between St Osyth Parish Council (SOPC) and Essex Police re invitation to the Tendring District Commander to attend a Parish Council meeting **encl 4 a-b**
- b. Letter of 18th July 2025 from SOPC to James McMahon MP, Minister of State for Local Government and English Devolution re Councillor's Allowances **encl 5**
- c. Email of 22nd July 2025 from a visitor to Martin's Farm Country Park re Dangerous Dogs **encl 6**
- d. Email of 23rd July 2025 from Essex Police re Enforcement Activity
emailed to Cllr's on 23rd July 2025
- e. Email of 31st July 2025 from the Essex Association of Local Councils (EALC) re invite to Annual General Meeting (AGM) on 25th September 2025

- f. Email of 31st July 2025 from Essex Highways re Public Consultation on Essex Transport Strategy
- g. Email of 7th August 2025 from the Community Voluntary Services Tending (CVST) re invite to AGM on 17th September 2025
- h. Email of 15th August 2025 from City & Country re land between Wellwick and St Osyth Parish Cemetery
- i. Letter of 15th August 2025 from SOPC to Cllr. Cunningham, ECC Cabinet Member for Highways, Infrastructure & Sustainable Transport re closure of the entrance to Martello Beach Holiday Park, Jaywick and the subsequent access via St Osyth **encl 7**

10. Finance:

To approve cheques and payments, and receive balances as listed:

- a. Approval of payments for July 2025 **encl 8 a-c**
- b. Balances

Current a/c:	£62,233.78
Deposit:	£151,082.56

When giving their respective reports, Cllr's are reminded to adhere to the following times:

Parish Councillors – 2 Minutes

District Councillors – 3 Minutes

County Councillors – 5 Minutes

11. Reports from Committees:

a. Finance Committee

- i. to receive (in draft format) the Minutes of the Finance Committee meeting of 6th August 2025 **encl 9 - to follow**
- ii. **Approval of Standing Orders:**
to receive, review and ratify the adoption of National Association of Local Councils (NALC) Standing Orders (amended March 2025), as recommended by the Finance Committee at the meeting of 6th August 2025 **encl 10**
- iii. **Approval of Financial Regulations:**
to receive, review and ratify the adoption of NALC Financial Regulations (amended March 2025), as recommended by the Finance Committee at the meeting of 6th August 2025 **encl 11**
- iv. **Approval of Financial Risk Assessment:**
to receive, review and ratify the Financial Risk Assessment, approved by the Council on 20th June 2024, as recommended by the Finance Committee at the meeting of 6th August 2025 **encl 12**
- v. **Approval of Financial Reserves Policy:**
to receive, review and ratify the Financial Reserves Policy as recommended by the Finance Committee at the meeting of 6th August 2025 **encl 13**

12. Updates from Working Groups:

To receive reports from the following (if applicable):

- a. Public Realm
 - i. to receive a report from the Clerk on the unallocated street lighting in Chapel Lane, and to consider the recommendation that SOPC assume responsibility for the maintenance and associated running costs
- b. Highways Working Party
 - i. to receive a report from the Clerk, and consider the response of the North Essex Parking Partnership (NEPP) in respect of an application for Red Lines in the vicinity of the crossroads **encl 14**
- c. Martin's Farm Park

13. Updates from Representatives:

To receive reports from the following (if applicable):

- a. Essex County Council (Cllr. Alan Goggin) **encl 15 - to follow**
- b. Community Matters & Well-being (Cllr. Venables)

- c. Essex Police (Cllr. Cooper)
 - i. to receive Crime Statistics for June 2025 **encl 16 a-b - to follow**
- d. Footpaths (Cllr. Atkins)
- e. Tree Warden (Cllr. Atkins)
- f. TDALC (Cllr's Sinclair & Talbot)
 - i. to receive a report on the meeting of 23rd July 2025
- g. District Council Report (Cllr's Talbot & White)
 - i. to receive a report from Cllr's Talbot & White
- h. Website (Clerk)
 - i. to receive a report from the Clerk

14. Reports from Nominated Charity/ Trust Representatives:

To receive reports from the following (if applicable):

- a. St Osyth Almshouse Charity (Cllr. Sinclair)
 - i. to receive a report from Cllr. Sinclair
- b. St Osyth Playing Field Charity (Clerk)
- c. Point Clear Community Association (Cllr. Thomas)
 - i. to receive a report on the meeting of 21st July 2025
- d. St Osyth Village Hall Management Committee (Cllr. Thomas)

15. Special Expenses:

To receive correspondence of 5th August 2025 from TDC & consider the need for Special Expenses

16. Anti-social Use of Personal Watercraft (PWC) in Point Clear Bay:

To receive a report from the Chairman and Clerk

17. Holland on Sea Residents Association:

To receive a report from the Chairman on the meeting of 28th July 2025 with Chair of Holland on Sea Residents Association (HRA), to discuss the potential creation of a Parish Council as part of the Local Government Reorganisation (LGR)

18. Further Parish Matters: (exchange of information only)

Future Meeting Dates: (information only)

Month	Date	Time	Committee	Location
August	28 th	9.30 am	Cemetery Committee	Committee Room
	28 th	10.15 am	Public Realm Working Party	Committee Room
September	18 th	7.00 pm	Ordinary Council Meeting	Village Hall Annex