



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 20th November 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 13th November 2025

[Signed on Original]

Neil Williams
Parish Clerk

AGENDA / BUSINESS TO BE TRANSACTED

- 1. Apologies for Absence**
- 2. Members Declarations of Interest:**
To receive any Pecuniary or Non-Pecuniary Interests for matters set out below
- 3. Possible Development of Land between Wellwick and St Osyth Parish Cemetery:**
To receive a presentation from Harriet Vincett-Wilson, City & Country Planning Manager, in respect of the possible development of land between the Wellwick site and Parish Cemetery
- 4. Planning Applications:**
To receive planning applications and comment thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a.	25/01271/FULHH Mr P Maffia 16 Broadstrood St Osyth	Householder Planning Application - Convert and extend existing garage to serve as annexe accommodation for the main dwelling, and erection of new fence to the boundary.
b.	25/01550/ADV City & Country St Osyth Priory, The Bury, St Osyth	Application for Advertisement Consent - 'V' shaped sign situated on Mill St (opposite Westfield Lane entrance) to advertise the sales & marketing of new homes.
c.	25/01588/FULHH Mr T Brennan The Barn Colchester Road St Osyth	Householder Planning Application - Timber framed detached garage and outbuilding/shed. Change of colour to existing timber weatherboarding from cream to grey. Installation of 10no. PV solar panels on rear elevation roof pitches.
d.	25/01614/FUL Mr Lamb Land to the rear of 12 Rochford Road, St Osyth	Planning Application - Erection of a pair of semi-detached dwellings with access on the Johnson Road.

e.	25/01619/VOC Miss Pittman Land rear of 172 Point Clear Road Point Clear	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved Plans) and Condition 7 (Vehicle Passing Bay Area) of application 22/00315/FUL to enable/allow minor amendment to passing bay.
f.	25/01682/FULHH Mr K Dixon 149 Point Clear Road, Point Clear	Householder Planning Application - Detached garage.
g.	25/01574/TCA Mr S Grimwood 70 Colchester Road, St Osyth	Trees in a Conservation Area Notification - To reduce by 1/3 a group of Prunus Pasardi.
h.	25/01645/TCA Mr R Vigus 6 The Bury, St Osyth	Trees in a Conservation Area Notification - To coppice 1 x Eucalyptus. To reduce 1 x Conifer hedge. To fell 1 x Fruit Tree.
i.	25/01678/TELLIC OpenReach O/s 214 Point Clear Road, St Osyth	Intention to install fixed line broadband apparatus.

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:

- Tendring District Council (TDC) notification of Decisions (Determinations) for the period 10th October 2025 to 7th November 2025 **encl 2**
- TDC email of 17th October 2025 re Appeal under Part 2 of the Town & Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 re APP/P1560/W/25/3373571 (TDC 24/01621/FUL) Marketing Suite West Field Lane St Osyth
- TDC email of 4th November 2025 re Appeal under Part 2 of the Town & Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 re 6001178 (TDC 25/00387/OUT) Land rear of 142 Point Clear Road Greenland Grove, Point Clear
- Email of 4th November 2025 from a resident of Mill Street re planning application [25/01550/ADV](#)

6. Approval of Minutes:

To approve as correct the Minutes of the Ordinary Meeting of 16th October 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 16th October 2025

8. Public Participation:

9. Correspondence:

To hear correspondence as listed (if applicable):

- Email of 17th October 2025 from the editor of St Osyth Life re Annual Parish Grant
- Email of 22nd October 2025 from TDC re Overview & Scrutiny Annual Report 2024/25 **encl 4**
- Email of 24th October 2025 from the Essex Association of Local Councils (EALC) re training venues
- Emails of 29th October and 11th November 2025 from UK Power Networks (UKPN) re installation of mains cables to St Osyth Priory from Cowley Park
- Email of 6th November 2025 from Essex Highways re change of speed limit along the B1027 **encl 5 a-e**

10. Finance:

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

- Approval of payments for October 2025 **encl 6 a-c**
- Balances

Current a/c:	£103,390.15
Deposit:	£151,082.56

- To receive the Annual Governance & Accountability Return (AGAR) for Year Ending 31st March 2025 from PFK Littlejohn **encl 7 a-b**

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 29th October 2025 **encl 8 - to follow**

12. Updates from Working Groups:

To receive reports from the following (if applicable):

- a. Public Realm
- b. Highways Working Party
- c. Martin's Farm Park
 - i. to receive a report from the Clerk on the site meeting of 17th November 2025 with the Club Support Officer of the British Model Flying Association (BMFA) to discuss the flying of model aircraft on site

13. Updates from Representatives:

To receive reports from the following (if applicable):

- a. Essex County Council (Cllr. Alan Goggin) **encl 9 - to follow**
- b. Community Matters & Well-being (Cllr. Venables)
- c. Essex Police (Cllr. Cooper)
 - i. to receive Crime Statistics for September 2025 **encl 10 a-b - to follow**
- d. Footpaths (Cllr. Atkins)
- e. Tree Warden (Cllr. Atkins)
- f. TDALC (Cllr's Sinclair & Talbot)
- g. District Council Report (Cllr's Talbot & White)
 - i. to receive a report from Cllr's Talbot & White
- h. Website (Clerk)

14. Reports from Nominated Charity/ Trust Representatives:

To receive reports from the following (if applicable):

- a. St Osyth Almshouse Charity (Cllr. Sinclair)
 - i. to appoint Cllr. Cooper as a Parish Council representative to the Almshouse Charity
- b. St Osyth Playing Field Charity (Clerk)
 - i. to receive a report from the Clerk
- c. Point Clear Community Association (Cllr. Thomas)
 - i. to receive a report on the meeting of 21st October 2025
- d. St Osyth Village Hall Management Committee (Cllr. Thomas)
 - i. to receive a report on the meeting of 30th October 2025

15. Draft Management Plan:

To receive, discuss and approve in principle the draft Management Plan for 2026-2027 **encl 11**

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| • Allotments | Deputy Clerk |
| • Cemetery | Cemetery Committee |
| • Play Areas | Public Realm Working Party |
| • Benches & Notice Boards | Public Realm Working Party |
| • Bus shelters | Public Realm Working Party |
| • Litter Bins & Planters | Public Realm Working Party |
| • Tree Planting, Vegetation & Wildflower Areas | Public Realm Working Party |
| • War Memorial | Public Realm Working Party |
| • Highways | Highways Working Party |
| • Martin's Farm Park | Cllr. Atkins & Clerk |
| • Public Footpaths | Cllr. Atkins & Cllr. Hall |
| • Website | Clerk |
| • Cowley Park Recreation Ground | Cllr. Thomas & Clerk |
| • Queen Elizabeth II Arboretum | Cllr. Atkins & Deputy Clerk |

16. Casual Vacancy - Co-option of a Parish Councillor:

To receive a report from the Clerk

17. Further Parish Matters: *(exchange of information only)*

Future Meeting Dates: *(information only)*

Month	Date	Time	Committee	Location
December	18 th	7.00 pm	Ordinary Council Meeting	Village Hall Annex