



**Minutes of the Ordinary Meeting of the Council
held at St Osyth Village Hall
on Thursday 20th November 2025 at 7.00 pm**



PRESENT: Chair: Cllr. Karen Sinclair, Vice-Chair: Cllr David Cooper
Cllr's Clive Atkins, Susan Ball, Alma Blockley, Harvey Cohen,
Ray French, Judith Hall & Michael Talbot

Cllr. Alan Goggin, Essex County Councillor (arrived at 8.07 pm)

APOLOGIES: Cllr. Michele Thomas
Cllr. Catherine Venables
Cllr. John White

MINUTES: Neil Williams (Parish Clerk)

PUBLIC PRESENT: Five

OM-25-102 MEMBERS DECLARATION OF INTEREST:

The Chair 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 or Non-Pecuniary Interests in any matter to be discussed.

OM-25-103 POSSIBLE DEVELOPMENT OF LAND AT LAMB FARM:

Having been introduced by the Chair, Harriett Vincett-Wilson, Planning Manager for City & Country, who informed the Council that the reason for her attendance at the meeting was to liaise with the Council in order to gather the thought, concerns and queries of the those present, addressed the Council on the possible development of land, known as Lamb Farm, situated between Wellwick and the Cemetery, during which the following was noted:

- a. That the proposed development, which was very much in its early stages, could possibly provide in the region of 300 additional homes by way of further Enabling Development to reduce the conservation deficit in respect of St Osyth Priory.
- b. An indicative plan was distributed following which Harriett Vincett-Wilson explained that the proposed development, which was outside of the Settlement Development Boundary, was in an area deemed to be a sustainable location, offering pedestrian access to the village.
- c. Harriett Vincett-Wilson informed the Council that were the development to go ahead, there was a possibility that the speed limit along the B1027 could be lowered, in addition to land being allocated as a potential extension to the Cemetery.
- d. Harriett Vincett-Wilson stated that the proposed development which would have no more than 300 dwellings, might also assist with Public Open Spaces Contributions (POSC) and Biodiversity Net Gain (BNG).

- e. The Chair subsequently invited comments from the Council, during which the following observations were noted:
- i. The Chair expressed concern that were the development to go ahead it would do nothing to help with the already struggling infrastructure, such as a primary school at capacity, a lack of doctor's or dentists able to accommodate the influx of new residents, and an increase in traffic, both from the development and the increasingly busy bypass, which would present a danger to pedestrians from the proposed development.
 - a) Cllr's Cohen, Cooper and French supported the comments raised by the Chair.
 - ii. Cllr. Blockley stated that the development would disturb the setting of the Cemetery.
 - iii. Cllr. Talbot stated that although the plan was indicative, the offer of an extension to the Cemetery was not to be dismissed, although clarification would be required as to whether it would be gifted to the Council.
 - iv. Cllr. Ball enquired as to what would happen to the area were there not to be an extension to the Cemetery.
 - a) Harriet Vincett-Wilson stated that it would need to be discussed further at City & Council.
 - v. Cllr. Hall enquired as to how vehicles would access the development.
 - a) Harriet Vincett-Wilson stated that access would initially be via the Wellwick development but could subsequently be via the lane leading to Wellwick Farm.
 - b) Cllr. Sinclair reiterated concerns as to how the increase in traffic would impact on the existing junction of Colchester Road and Bypass Road.
 - vi. Cllr. Atkins expressed concern at the impact that an additional 300 dwellings would have on an area where the effect of a development yet to be built out was unknown.
 - vii. A conversation as to the amount of proposed and approved development, both in St Osyth and the surrounding areas, ensued, which the Clerk stated would amount to some 3,060 new dwellings, without the additional Enabling Development.
 - a) Harriet Vincett-Wilson stated that a meeting was scheduled with TDC to discuss the need for, and location of, further Enabling Development.
 - b) Cllr. French enquired as to whether Enabling Development had to be local.

- c) Harriett Vincett-Wilson stated that generally Enabling Development occurred near the respective heritage asset but could be built elsewhere. She continued that the proposed development could be smaller and split between locations, and not necessarily all delivered in St Osyth.

Having thanked the Council for affording her time, Harriet Vincett-Wilson departed the meeting at 7.25 pm.

- f. Having discussed the matter further, it was agreed that the Clerk should write, on behalf of the Council, to the Head of Planning at TDC to express the concerns of the Council at further development in the parish.

OM-25-104 PUBLIC PARTICIPATION:

- a. A member of the public addressed the Council in respect of planning application [25/01619/VOC](#). Amongst the concerns raised were:
- i. That a previous application (22/00315/FUL refers) which had been granted on appeal, had contained a misleading location plan, in that the proposed parking bay, as approved, included land over which the application had no entitlement.
 - ii. That the site of the proposed passing bay was on a slope and, whilst in the opinion of the member of the public should never have been approved by the Planning Inspectorate, should have been positioned further along Dairy Farm Meadow.

OM-25-105 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
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. <i>Approved - 19th November 2025.</i>
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. The Parish Council objects to this application on the basis that the existing sign in the grounds of East Cottage, West Field Lane, is advertising the development at Wellwick known as Priory Fields, for which an application for Advertisement Consent (25/01251/ADV refers) has recently been approved. There is no reason why the sign at East Cottage should not be reconfigured to advertise the properties in West Field Lane, less than 200 metres from the proposed site of the new sign, rather than a development just under a mile away.

		<p>Additionally, the land on which the proposed sign is to be situated forms part of the publicly maintainable highway and will potentially interfere with the visibility for vehicles exiting Cowley Park recreation ground.</p> <p>The Parish Council are of the opinion that there is no requirement for a sign to be erected on public land when there is an existing sign at the entrance to West Field Lane, which could easily be reconfigured, especially as the site for the proposed sign is within St Osyth's Conservation Area.</p>
c.	25/01588/FULHH Mr T Brennan The Barn Colchester Road St Osyth	<p>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.</p> <p>No objections.</p>
d.	25/01614/FUL Mr Lamb Land to the rear of 12 Rochford Road St Osyth	<p>Planning Application - Erection of a pair of semi-detached dwellings with access on the Johnson Road.</p> <p>Whilst it is acknowledged that a single proposed dwelling has previously been approved (23/01377/FUL refers), the Parish Council consider the proposal for the erection of a pair of semi-detached dwellings to be an overdevelopment of the site.</p> <p>The plans, as submitted, do not show what is to become of the existing telegraph pole, which as far as can be calculated would be directly in front of the main entrance to plot 2.</p> <p>Furthermore, the creation of a second vehicular access will only serve to add to the existing problems where traffic is concerned, given that access to the site will be via the only road leading to the village primary school.</p> <p>The Parish Council note that Essex Highways have deemed the proposal as being acceptable, following yet another 'desktop study based on the submitted material and google maps.' The Parish Council would request that Highways physically attend the site, especially during school drop-off and pick-up times.</p>

e.	25/01619/VOC Miss Pittman Land rear of 172 Point Clear Road Point Clear	<p>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.</p> <p>The Parish Council objects to this application on the basis that although planning application 22/00315/FUL (approved on appeal), included the provision of a passing bay, the drawing submitted (PPCR-201C refers) was incorrect, insofar as its position included land to the west of 172A Point Clear Road, which is not owned by the applicant.</p> <p>The revised passing bay, as depicted in drawing PPCR-201D, is now considerably smaller than that previously approved, and will not be able to accommodate anything larger than a standard sized car.</p>
f.	25/01682/FULHH Mr K Dixon 149 Point Clear Road Point Clear	<p>Householder Planning Application - Detached garage.</p> <p>No objections.</p>
g.	25/01574/TCA Mr S Grimwood 70 Colchester Road St Osyth	<p>Trees in a Conservation Area Notification - To reduce by 1/3 a group of Prunus Pasardi.</p> <p>Due to its nature, this application is referred to the District Council's Tree & Landscape Officer for consideration.</p>
h.	25/01645/TCA Mr R Vigus 6 The Bury St Osyth	<p>Trees in a Conservation Area Notification - To coppice 1 x Eucalyptus. To reduce 1 x Conifer hedge. To fell 1 x Fruit Tree.</p> <p>Due to its nature, this application is referred to the District Council's Tree & Landscape Officer for consideration.</p>
i.	25/01678/TELLIC OpenReach O/s 214 Point Clear Road St Osyth	<p>Intention to install fixed line broadband apparatus.</p> <p><i>Noted - for information only - no objection.</i></p>

OM-25-106 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) for the period of 10th October 2025 to 7th November 2025.
- b. Appeal under Part 2 of the Town & Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 with regard to APP/P1560/W/25/3373571 (TDC 24/01621/FUL) Marketing Suite West Field Lane St Osyth.

- c. Appeal under Part 2 of the Town & Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 with regard to 6001178 (TDC 25/00387/OUT) Land rear of 142 Point Clear Road Greenland Grove, Point Clear.
- d. Correspondence from a resident of Mill Street in respect of planning application [25/01550/ADV](#)

OM-25-107 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 16th October 2025 be verified for accuracy by the Council and signed by the Chair, as a true and accurate record. The motion was proposed by Cllr. Hall and seconded by Cllr. Cohen. All agreed.

OM-25-108 SUMMARY OF ACTION:

- a. OM-25-094 b ii a) i). The Clerk informed the Council that he had written to the District Council's Corporate Director for Operations and Delivery with regard to access to holiday parks at St Osyth Beach but had yet to receive a response.
- b. OM-25-094 b iii a). The Clerk informed the Council that he would write to the Local Government Ombudsman with regard to access to the Martello Beach Holiday Park, Jaywick, via St Osyth, once he had received a response from the District Council's Corporate Director for Operations and Delivery.
- c. OM-25-094 b iv c). The Clerk stated that he had written to the District Commander following the recommendation of Cllr. Cunningham, Essex County Council (ECC) Cabinet Member for Highways, Infrastructure & Sustainable Transport that concerns over vehicles failing to stop at the crossroads was a matter for Essex Police, as opposed to the ineffectiveness of the speed cushions failing to slow traffic.
- d. OM-25-094 e ii. The Clerk reported that he had confirmed with the officer overseeing the public consultation in respect of the Conservation Area Appraisal for St Osyth that the change to the map reflected the removal of several areas, one of which had been included in error.
 - i. The Clerk stated that the areas being removed from the appraisal would still be afforded protection by designations such as Site of Special Scientific Interest (SSSI).
- e. OM-25-097 a i b) ii). The Clerk reported that the Chair had included the advertisement in respect of Community Agents within her report in the December edition of St Osyth Life.
- f. OM-25-097 b ii. The Clerk stated that following concerns over the increase in reported crime, especially violent and sexual offences, he had written to the District Commander, Chief Inspector Stuart Austin, inviting the latter to attend the December meeting of the Council.
- g. OM-25-097 f i d) ii). The Clerk stated that he had written to the District Council with regard to the Community Safety Accreditation Scheme (CSAS) requesting clarification as to which type of organisations were involved and how many TDC personnel were accredited?

OM-25-109 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from the Editor of St Osyth Life thanking the Parish Council for funding by way of the Annual Parish Grant.
- b. Tendring District Council Overview & Scrutiny Committee Annual Report for 2024/2025.
- c. Correspondence from the Essex Association of Local Councils (EALC) with regard to the location of new training venues.
- d. Correspondence from UK Power Networks (UKPN) requesting access to Cowley Park to facilitate the installation of mains cables to St Osyth Priory from the recreation ground.
 - i. The Clerk stated that he would arrange to meet a representative of UKPN on site, to discuss the request further, as any disruption to the use of the park by Elmden Rovers Football Club could result in the loss of income for the Playing Field Charity.
- e. Correspondence from Essex Highways detailing proposals for the change of speed limit along the B1027.

OM-25-110 FINANCE:

- a. Approval of payments for October 2025, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:
 - i. Current a/c: £103,390.15
 - ii. Deposit: £151,082.56
- c. Having been previously circulated, the Council reviewed the Annual Governance & Accountability Return (AGAR) for the Year Ending 31st March 2025.
 - i. The Clerk informed the Council that whilst there were no adverse comments in respect of how the Council was conducting its financial affairs, which were in accordance with proper practices, regulatory requirements and relevant legislation, the External Auditor, PKF Littlejohn had made reference to the Council failing to provide its Revaluation Policy when requested.
 - a) The Clerk reported that the RFO had previously offered to email a copy of the Asset Register Policy, in which paragraph 4.4 stated *the commercial concepts of depreciation, impairment adjustment and re-evaluation are not required for this method of asset valuation*, to the External Auditor, who had not taken up the offer.

- ii. **RESOLVED:** That the Council acknowledge the Annual Governance & Accountability Return for the Year Ending 31st March 2025. The motion was proposed by Cllr. Blockley and seconded by Cllr. Ball. All agreed.

OM-25-111 REPORTS FROM COMMITTEES:

- a. **Finance Committee:**

- i. The draft Minutes of the Finance Committee meeting of 29th October 2025 having been previously distributed, the Chair invited questions. None were forthcoming.

OM-25-112 REPORTS FROM WORKING GROUPS:

- a. **Public Realm Working Party:** Nothing to report.

- b. **Highways Working Party:** Nothing to report.

- c. **Martin's Farm Country Park:**

- i. The Clerk reported on the site meeting of 17th November 2025 with the Club Support Officer of the British Model Flying Association (BMFA), at which the protocol for the flying of model aircraft had been discussed.
 - a) The Clerk stated that a semi-circular area to the west of the northern site had been identified, and that the BMFA would provide the necessary wording for signage to be displayed.

OM-25-113 REPORTS FROM REPRESENTATIVES:

- a. **Essex County Council:** Having arrived at 8.07 pm, Cllr. Goggin gave the following report:

- i. That there had been a lot of discussion with regard to the renewal of the highways contract, currently held by Ringway Jacobs. The contract, which would run for 7 years with the possibility of yearly extensions, and which would be worth millions of pounds, was believed to be one of the biggest of its kind in the country.
 - a) Cllr. Sinclair enquired as to the effect of Devolution and Local Government Reform (LGR) on the contract were it to be awarded to Ringway Jacobs, only for the new unitary authority to opt for another provider.
 - i) Cllr. Goggin stated that the clauses and financial constraints associated with this would be huge.
 - ii. That the government had accepted the County Council's submission in respect of LGR, the consultation for which would close on 7th January 2026.
 - a) Cllr. Goggin informed the Council that he would forward a link to the both the County Council's submission and that of the District Council.

- b) Following a discussion as to the publication of the leaflet delivered to all households in the county, which read as though the decision to adopt a three-authority model (as preferred by ECC) had already been made, Cllr. Goggin confirmed that the decision would be that of the government.
 - i) Cllr. Cooper stated that as it was a government consultation, the responsibility of informing residents should be that of the government itself and not the County or District Councils.
 - ii) Cllr. Talbot stated that there had been much criticism of the County Council for publishing the leaflet, which was a misuse of funding.
 - c) A discussion ensued as to the three, four and five authority models, during which Cllr. Talbot stated that the three-authority model, as preferred by the County Council, would see Tendring, merge with Colchester City Council (CCC), Braintree District Council (BDC) and Uttlesford District Council (UTC), the latter of which had nothing in common with Tendring.
 - iii. That casualty numbers arising from Road Traffic Collisions (RTC) were dropping slightly when compared to volume of miles travelled. Sadly, there had still been 56 deaths resulting from 47 fatal collisions. Police categorised some of these collisions as unlawful killings, with the same effect on the community at large. There had been a substantial increase in drug and substance (mostly cocaine & cannabis) abuse related accidents, with roadside drug tests costing £400.00 each. The general consensus was that this behaviour was unacceptable and was in the same category as drink driving.
- b. **Community Matters & Well-being:** No report given.
- c. **Essex Police:** Having been previously circulated, Cllr. Cooper briefed the Council on reported crime during September 2025 in St Osyth and Point Clear, by offence and location, and where practicable the status of the investigation.
 - i. Cllr. Cooper provided a comparison of crimes reported during September of 2024 and 2025, during which the following was noted:
 - a) September 2024: 51 reported crimes, of which 28 were classed as violent or sexual (55%).
 - b) September 2025: 59 reported crimes, of which 26 were classed as violent or sexual (44%).

An increase of 8 reported crimes or 16%.
- d. **Footpaths:** Nothing to report.
- e. **Tree Warden:** Nothing to report.

- f. **Tendring District Association of Local Councils (TDALC):** Cllr. Sinclair reported that the meeting scheduled for 26th November 2025 had been deferred until 10th December 2025.
 - g. **District Councillor's Report:**
 - i. Cllr. Talbot gave the following report
 - a) An advice service has been commissioned by TDC in a deal worth up to half-a-million pounds with the Citizens Advice service in Tendring. It is intended to help residents with issues, from finances to employment, and housing to benefits, the free, confidential and impartial service will offer face-to-face sessions in Harwich, Frinton and Clacton, as well as online advice for residents throughout the district. It also means the funding is in place for three years, with the option of two further single-year extensions, so instead of Citizens Advice having to rely on annual funding decisions the contract will provide £100,000.00 per year, it means the deal is worth up to £500,000.00.
 - i) The Chair stated that she would include information on this service in her report in the February edition of St Osyth Life.
 - b) TDC has officially adopted the Essex Wide Air Quality Strategy 2025–2029, which will see local authorities in Essex working collaboratively under the banner of Essex-Air. I think, like many environmental issues, implementing a policy will not be without opposition, but pollution in its many forms is an increasing problem, so with other authorities we will develop policies to reduce pollution, promote cleaner transport, and raise awareness of indoor and outdoor air quality. Adrian Smith, TDC Cabinet Member for Environment, in promoting the scheme said:

“Air quality isn’t something we can take for granted, it impacts every aspect of daily life, from the school run to caring for our loved ones, the air we breathe really matters.”
 - c) Tendring is backing practical action that protects health and supports cleaner, safer communities. setting out a series of collective actions across Essex, including promoting public transport, supporting the shift to low-emission and electric vehicles, installing green infrastructure where it can make the biggest difference, and securing funding for measures to cut harmful emissions, particularly in areas with poorer air quality.
- Ian Davidson reported to members yesterday as follows:
- i) I today received a letter from the Minister of State for Policing and Crime and the Parliamentary Under-Secretary of State for Devolution, Faith and Communities.
 - ii) In essence the proposal is that the reforms will be to abolish the Police and Crime Commissioner (PCC) model at the end of the current term in 2028 and transfer police governance functions to Mayors of Strategic Authorities wherever possible, or to elected local council leaders where it is not.

OM-25-114 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** Cllr. Sinclair reported that a new tenant had been given a three-year licence for the vacant property in Clacton Road. Cllr. Sinclair added that it was good to see a younger person benefitting from the availability of a property from the charity.
- b. **St Osyth Playing Field Charity:** The Clerk gave the following report:
 - i. That together with the Chair of Elmden Rovers Football Club, he had, on 18th November 2025, met with representatives of the Football Association to discuss the possibility of grant funding for improvements to the pavilion, including the new lighting, the replacement of the wooden shutters and the creation of additional facilities for women.
 - a) The Clerk stated that two grants, each of £25,000.00 were available to help with the suggests improvements and that 25% would have to be funded by Elmden Rovers/ St Osyth Playing Field Charity.
 - b) The Clerk reported that in order to qualify for the grants, it would be necessary to have a structural report on the condition of the pavilion, in addition to evidence that planning permission was, or was not required.
 - c) The Clerk concluded by reporting that, together with the Chair of Elmden Rovers, he was in the process of arranging for the necessary surveys and quotations.
- c. **Village Hall Management Committee:** In the absence of Cllr. Thomas, the Clerk narrated salient points of the report on the meeting of 30th October 2025, which he stated that due to its length he would append to the minutes.
- d. **Point Clear Community Association:** In the absence of Cllr. Thomas, the Clerk narrated a report on the meeting of 21st October 2025:
 - i. That there was an ongoing issue in respect of Smart Export Guarantee (SEG) payments for the export of excess power, produced by solar panels mounted on the roof of the hall, to the National Grid.
 - ii. That whilst all utility bills were under constant scrutiny, it had been agreed that there would at this time be no increase in fees.
 - iii. That a response was pending from InPost and the District Council as to whether a planning application was needed to accommodate the installation of InPost Lockers.
 - iv. That the Association's finances were stable with regular bookings being supplemented with occasional bookings, such as children's parties.
 - v. That the Christmas Fayre was scheduled for Saturday 22nd November 2025.

- vi. That the next meeting was scheduled for Tuesday 2nd December 2025.

OM-25-115 MANAGEMENT PLAN:

- a. The draft Management Plan for 2026/2027 having been previously distributed, and at the request of the Chair, the Clerk informed the Council that the draft document contained all projects/ items as submitted by the relevant Committees, Working Parties and responsible Councillors. The Clerk continued that he was in process of obtaining costings, which would enable the Responsible Financial Officer (RFO) to start preparing a draft budget. This, the Clerk continued, would form the basis for the Precept demand for 2026/2027, which could potentially mean an increase to the Precept or items within the Management Plan being deferred.
- b. The Chair stated that, as in previous years, the Council needed to agree the Management Plan in principle, subject to scrutiny of full costings by the Finance Committee at its budget meeting, either in December 2025 or January 2026, dependent on when the Ready Reckoner was received from the District Council.
- c. **RESOLVED:** That having been discussed, the Council approve the Management Plan, in principle, for 2026/2027. The motion was proposed by Cllr. Cohen and seconded by Cllr. Hall. All agreed.
- d. Cllr. Talbot remarked that a great deal of effort had gone into the preparation of the Management Plan. The Chair agreed and on behalf of the Council thanked both the Clerk and RFO.

OM-25-116 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:

The Clerk reported that there had been six requests for applications to date, of which three had been submitted. The Clerk stated that the closing date for the return of applications was Friday 21st November 2025, after which the Personnel Committee would interview respective applicants.

OM-25-117 FURTHER MATTERS:

- a. Cllr. Cohen reported that the track leading to the allotments was being used as a cut through from Clacton Road to the bypass and vice versa. Cllr. Cohen continued that drivers were ignoring the signs and that the track would benefit from a double gate half-way along the track.
- b. Cllr. Atkins enquired as to whether there was any progress with regard to the Priory wall, which had been deemed as posing a risk to life in the summer.
 - i. The Clerk stated that an article was to be published in the December edition of St Osyth Life informing residents of the imminent siting of temporary traffic lights at The Bury and Mill Street.
- c. The Chair stated that she would discuss the agenda for the December meeting with the Clerk, with a view to reducing the matters to be discussed.

There being no further business the meeting was closed at 8.50 pm.

The date and time of the next meeting was set for 7.00 pm on Thursday 18th December 2025, at St Osyth Village Hall.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 20th November 2025		
OM-25-103 f	Enabling Development at Lamb Farm	Clk to action
OM-25-109 d i	Installation of Mains Power Electricity Cable	Clk to action
OM-25-113 g i a) i)	Citizens Advice Service	Chair to action
OM-25-116	Interview of Applicants for Co-option	Personnel Committee to action