



**Minutes of the Ordinary Meeting of the Council
held at St Osyth Village Hall
on Thursday 18th December 2025 at 7.00 pm**



- PRESENT:** Chair: Cllr. Karen Sinclair, Vice-Chair: Cllr David Cooper
Cllr's Alma Blockley, Harvey Cohen, Ray French, Judith Hall,
Michael Talbot, Michele Thomas & John White
- Cllr. Alan Goggin, Essex County Councillor (arrived at 7.55 pm)
- APOLOGIES:** Cllr. Clive Atkins (Holiday)
Cllr. Susan Ball (Illness)
Cllr. Catherine Venables (Holiday)
- MINUTES:** Neil Williams (Parish Clerk)
- PUBLIC PRESENT:** None

OM-25-118 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-25-119 PUBLIC PARTICIPATION: None

OM-25-120 VISIT OF TENDRING DISTRICT COMMANDER:

Having been welcomed and introduced by the Chair, Chief Inspector Austin, Essex Police District Commander for Tendring, addressed the Council on the following:

- a. That since assuming his appointment in May of 2025, he had conducted a number of engagement meetings throughout the district, in addition to attending meetings of organisations such as the Tendring District Association of Local Councils (TDALC). Chief Inspector Austin stated that whilst he would like to visit every Town or Parish Council in the district, it was not practical to do so, however, he would always ensure that he would attend a meeting if there was a particular issue to address.
- b. That whilst there had been a rise in crime, in St Osyth, between May 2024 and May 2025, public trust and confidence in the Police remained high, given that there had been a reduction in crime since May 2025. Chief Inspector Austin added that the reduction was due to the efforts of his officers and staff, the former of which were using 'beat codes' to prevent and solve crime.
 - i. Chief Inspector Austin reported that there had been 597 offences in the period May 2024 to May 2025, compared to 519 in the previous year.
 - a) Specific increases included a 25% rise in domestic abuse, some of which occurred within beat codes including the holiday parks.

- b) Whilst there had been a 36% increase in violent offences, this had primarily been as a result of an increase in incidents of domestic abuse.
 - c) Other factors included the seasonal increase of the district's population by way of the holiday parks.
 - d) Chief Inspector Austin stated that his Neighbourhood Policing Teams (NPT) were working with the holiday parks, security staff at which were often reluctant to assist the Police. He continued that training in respect of domestic abuse was being offered to the security staff.
 - e) Other offences recorded were often seasonal or linked to domestic abuse.
 - f) There had been 33 vehicle related offences (not included traffic offences) and 15 burglaries.
- c. That the NPT were currently conducting an operation to reduce speeding and other motoring offences.
- d. That 81% of the population supported the use of, and work carried out by community advocates (Police Community Support Officers (PCSOs)).
- e. Chief Inspector Austin stated that he hoped to repeat his tour of the district, visiting different locations from May 2025.
- f. Chief Inspector Austin invited questions from the Council, during which the following was discussed:
 - i. Cllr. Cooper stated that the crime figures, on which he reported monthly, and which were within the public domain, listed 8 offences as 'awaiting court outcome' in October 2025, which was the highest number recorded since he had been reporting on crime statistics.
 - a) Chief Inspector Austin replied that whilst this was good, there were delays in the justice system, with some cases taking between 18 months to 2 years to reach court.
 - ii. Cllr. Cooper gave an overview of the crime statistics for September 2025, which had seen over 100 reported crimes, in addition to a comparison of months in 2024 and 2025, which clearly indicated an increase in crime during the months of July, August, September and October, with violent and sexual offences being by far the greatest concern.
 - a) Chief Inspector Austin acknowledged the seasonal fluctuation, adding that the overall increase in crime of 15% included crimes which weren't necessarily witnessed by the public, such as domestic abuse.
 - iii. Cllr. Thomas stated that the standard of driving in St Osyth and Point Clear was horrendous, the assumption being that drivers were under the influence of alcohol or drugs.

- a) Cllr. Thomas continued that for a 'sleepy little village', the roads were a real concern, and that whilst many of the residents blamed the visitors to the holiday parks, it was often the residents who were responsible for traffic offences such as speeding.
 - b) Chief Inspector Austin informed the Council of the 'Extra Eyes' campaign, which enabled residents to submit video or photographic evidence of traffic offences online, with the information submitted directly to the department responsible for the issuing of Fixed Penalty Notices (FPN) or Notice of Intended Prosecution (NIP).
- iv. Cllr. Sinclair enquired as to how the closure of the front desk at Clacton Police Station, and the relocation of the Harwich Station, would impact on the residents of the respective localities.
 - a) Chief Inspector Austin replied that whilst a tough choice, the closure of Clacton Police Station had not been the decision of Essex Police per se and that Harwich would remain operational 24/7.
 - b) Chief Inspector Austin continued that whilst the front desk at Clacton Police Station had been well used, very little in the way of crime had been reported via the front desk. He added that given the diverse population, there had been no real impact in the closure of the station to the public, although it remained in use 24/7 as an operational location used by officers.
 - c) Chief Inspector Austin stated that community engagement would continue by way of 'meet and greet' events attend by the NPT.
- v. Chief Inspector Austin informed the Council that the quickest way to report non-emergency crime was via the Essex Police website. This, he continued, was more effective than the 101 telephone system, as the information was inputted directly to the crime portal.
- vi. Cllr. Cooper informed Chief Inspector Austin that after violent and sexual offences, Anti-Social Behaviour (ASB) was the next most prevalent offence. Cllr. Cooper subsequently enquired of Chief Inspector Austin as to whether Anti-Social Behaviour Orders (ASBO) were still being issued.
 - a) Chief Inspector Austin stated that ASBO had been replaced with Criminal Behaviour Orders (CBO) and Community Protection Warnings (CPW), the latter of which if ignored would lead to the issuing of a Community Protection Notice (CPN). Chief Inspector Austin stated that failure to comply with a CPN was a criminal offence.
 - b) Chief Inspector Austin stated that anti-social behaviour was often driven by repeat offenders. He cited the use of a Public Right of Way (PRoW) leading to Lee-over-Sands by motorcycles/ scooters as one such instance, where the landowner was not overly concerned, but where the residents were affected by the actions of those riding along the path.

- vii. Cllr. French informed Chief Inspector Austin that together with some residents, several members of the Parish Council had been part of a Community Speedwatch (CSW) group, however, the group had folded as a result of no action being taken against repeat offenders.
 - a) Chief Inspector Austin stated that if the Council identified some sites where speeding was an issue, he would arrange for the NPT to conduct speed checks.
 - b) A conversation ensued as to possible locations.
- viii. Cllr. Thomas informed Chief Inspector Austin that the PSCOs who covered St Osyth and Point Clear were a credit to the Police.
- ix. A conversation as to the impact of Local Government Reorganisation (LGR) took place during which Chief Inspector Austin suggested that Essex Police might have to make some organisational changes to meet the new demands of Unitary Authorities
- x. Cllr. Thomas informed Chief Inspector Austin of the attempt of the Parish Council to have the Community Warden trained as part of the Community Safety Accreditation Scheme (CSAS), which had been rejected by TDC at the eleventh hour.
 - a) Cllr. Thomas enquired as to whether the Chief Inspector would support a future application were the Council to consider having the Community Warden accredited as part of the scheme.
 - b) Chief Inspector Austin stated that he would look at such an application were it to be submitted.
- xi. The Chair enquired as to whether it would be possible, operational commitments permitting, for the PCSOs to attend Parish Council meetings quarterly.
 - a) Chief Inspector Austin stated that he would discuss the request with the NPT.

Having thanked the Council for affording him time, Chief Inspector Austin departed the meeting at 7.35 pm.

It was agreed that the Council should thank Chief Inspector Austin for attending the meeting.

OM-25-121 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	Mr Burgoyne Land adjacent to 117A Dumont Avenue Point Clear	Planning Application - Erection of a detached self-build bungalow. No objections.

b.	25/01619/VOC Miss Pittman Land to the 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>Approved on 11th December 2025.</p>
c.	25/01750/VOC Mr J Quilligan Pretoria Caravan Park Point Clear Bay	<p>Application under Section 73 of the Town and Country Planning Act for Variation of Condition 1 (occupancy) of application 15/01446/FUL to vary the current seasonal occupancy of the park, extending the permitted use from 9 months to 12 months.</p> <p>Notwithstanding the possibility of an abuse of failure to comply with non-residential/ holiday occupancy, the Parish Council objects to this application on the basis that not only is the caravan park situated in Flood Zone 3, but it is also in an area where the Local Planning Authority (LPA) has previously issued Enforcement Notices in relation to the breach of planning conditions which restrict year-round occupancy of numerous residential properties due to the risk of flooding.</p> <p>Whilst it is acknowledged that a subsequent hearing resulted in a number of appeals being quashed, it should be noted that the majority of the Enforcement Notices were upheld, with the LPA maintaining its stance of enforcing the conditions for safety reasons.</p> <p>Were the LPA to approve this application, it would be contrary to its own policy.</p> <p>Furthermore, the Environment Agency has previously deemed the permanent occupation of certain properties within Point Clear Bay as being unsustainable and a potential risk to the health and well-being of occupiers.</p>

OM-25-122 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notifications of Decisions (Determinations) for the period of 14th November 2025 to 5th December 2025.
- b. Correspondence of 4th December 2025 between St Osyth Parish Council and TDC with regard to the possibility of further Enabling Development in St Osyth.

OM-25-123 APPROVAL OF MINUTES:

RESOLVED: That having been previously circulated, the Minutes of the Ordinary Meeting of 20th November 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. Talbot and seconded by Cllr. French. All agreed.

OM-25-124 SUMMARY OF ACTION:

- a. OM-25-103 f. The Clerk confirmed that he had written to the District Council with regard to the concerns of the Parish Council over the possibility of further Enabling Development.
- b. OM-25-109 d i. The Clerk informed the Council that having contacted UK Power Networks (UKPN), he was awaiting a response in respect of the request to install a mains power cable from Cowley Park to St Osyth Priory.
- c. OM-25-113 g i a) i). The Clerk informed the Council that the Chair had included information in respect of the Citizens Advice Service in her report in the parish magazine.
- d. OM-25-116. The Clerk informed the Council that the appointment of a new co-opted Councillor would be discussed later in the meeting.

OM-25-125 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence from UKPN with regard to the Tenancy at Will in respect of Cowley Park electricity substation.
- b. Correspondence from Essex Highways concerning the repair of St Osyth Priory wall.

OM-25-126 FINANCE:

- a. Approval of payments for November 2025, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:
 - i. Current a/c: £94,436.79
 - ii. Deposit: £151,082.56

OM-25-127 REPORTS FROM REPRESENTATIVES:

- a. **Tendring District Association of Local Councils (TDALC):** Cllr. Sinclair reported that the Association had met on Wednesday 10th December 2025, during which the following business had been discussed:
 - i. There was an amendment to our constitution which was passed unanimously.

- ii. TDALC have approached Tendring District Council to ask them to consider reduced fees for Town Council and Parish Council staff for the leisure facilities in the district. This is in line with the concession given to TDC staff.
- iii. There was nothing to report from the Highways panel. There is no grant funding available for any new works. In the future, there will be no Highways panel but there was no information available as to what would replace it or how Highways will operate when local government reorganisation takes place.
- iv. The offshore windfarm project has been the subject of 126 archaeological digs across the planned area. Phase 2 of the projects running behind time and there will be a further consultation in January 2026.
- v. The Essex Association of Local Councils (EALC) has now moved to Feering. Training is underway at this site. Two previous employees have now set up a new Councillor training company at the old Great Dunmow offices. They have recruited many of the same trainers as the EALC. It was also proposed that a survey of training needs among Town and Parish Council take place so that we could organise training in our area rather than travelling so far.
- vi. No update on Local Government reorganisation other than the mayoral elections have been delayed for two years.
- vii. In the members forum we had an exceptionally long discussion on the issue of planning within our district. I raised the matter of the possible development alongside Wellwick extending to the boundary of the cemetery. There were strong feelings about the housing developments in our area. These centred on lack of infrastructure, the overdevelopment of villages which then lose their character and that villages are taking the brunt of this development. It was mentioned about the B1027 already being a dangerous road in parts and this overdevelopment only increases this danger. It was proposed that TDALC write to both of our Members of Parliament expressing our deep concerns and requesting representation be made to the Minister of Housing and Planning together with asking for a face-to-face meeting. The letter has been agreed and sent.
- viii. The Veolia contract has been renewed for three years. Accountability is now part of the contract, but it will be interesting to see how this will work. There will be doorstep bottle collections from next year but interestingly if a bottle bank is on private land, then the owners of that land can negotiate directly with their contractor to retain the bottle banks. This is good news for charities and community centres.
- ix. At our next meeting, on 28th January, we will be having a presentation from Gary Guiver, Planning at TDC and Janet Wiley from Community Speedwatch.

b. District Councillor's Report:

- i. Cllr. Talbot gave the following report:

- a) Before my report, may we wish all our Parish Officers and Council Members, as John and I have with our greeting to readers of the Parish Magazine, as part of our joint report on District business we are now:

Wishing You All A Very Happy Christmas followed by a Peaceful and Healthy New Year in 2026.

- b) Four voluntary groups from across the county who work in the community have been honoured with the King's Award for Voluntary Service (KAVS), the highest national award a voluntary group can receive in the UK. This has included a group from Brightlingsea named "4 Youth Brightlingsea". This award was originally created by the Late Queen in 2002 to celebrate her Golden Jubilee. Recipients of the award are now announced on the anniversary of The King's birthday on 14th November each year.
- c) While most council offices will close for the festive holidays, essential services will continue to operate, ensuring urgent issues are dealt with promptly. TDC's offices will close from 4pm on Wednesday 24th December, re-opening from 8.45am on Friday 2nd January 2026.
- d) There are changes to waste and recycling collection days during the period, with no collections on the Christmas Day, Boxing Day or New Year's Day bank holidays.
- e) Details of the Christmas and New Year changes would take up too much space in my report, so I have included the web address for any member; www.tendringdc.uk/pages/christmas
- i) The information on the website lists information for waste collection, council and leisure centre opening times.
- f) As Councillors we each received invitations to, what was referred to, as a 'VIP evening' performance in TDC's Princes Theatre, of a quite dazzling, and at times mesmerising, pantomime performance of Peter Pan, being staged until 29th December. I must say I would recommend this panto to all. Oh yes, I would; Oh no you wouldn't; yes, I would.

ii. Cllr. White gave the following report:

- a) That he had, on 8th December 2025, attended a meeting of the District Councils Planning Policy and Local Plan Committee, during which time the need for additional housing had been discussed.
- b) That the requirement for TDC to deliver 550 units of housing stock per year had increased to 1,043.
- c) That a proposed development of 100 properties on Clacton Road, which had previously been refused, would now more than likely be approved if the application was resubmitted.

- d) Cllr. White gave an overview of the anticipated housing figures throughout the district, as previously presented to the Parish Council by Gary Guiver, TDC Planning Policy Manager, on 20th March 2025.
 - e) A conversation ensued as to the apparent need for increased housing despite there being no market. The approved developments at Rouses Lane and St Johns Nursery, which would deliver in the region of 1,130 properties were cited as two examples where permission had been granted yet the developers had made no attempt to commence building.
 - f) Cllr. Thomas enquired as to whether there was liaison between TDC and the local Member of Parliament, the latter who should be made aware that developers were not building due to there being no demand.
- c. **Essex County Council:** Having arrived at 7.55 pm, Cllr. Goggin gave the following report:
- i. That the 2026 elections, which had been deferred from 2025, might now be postponed until 2028.
 - ii. That he had been appointed to the Essex Climate Action Commission (ECAC), which in conjunction with Essex University, was involved in a project focusing on the use of and benefits of sea-grass, including carbon storage and the filtering of sediments and pollution in water.
 - iii. That the recommendations of the Coroner, in respect of the extension of the lowering of the speed limit along the B1027 to the layby to the east of Frowick Lane, had been accepted by the County Council.
 - iv. That Great Bentley Cricket Club had, together with a developer, held a public meeting to maximise the benefits of the 225 properties allocated to the village by way of the District Council's Spatial Strategy.
 - a) The proposal recommended the support of a development in exchange for the relocation of and building of a new year-round indoor sports facility and improved pavilion.
 - b) The general consensus of the Parish Council was that this was a sensible approach, with the focus being on 'what's in it for the community.'
 - v. That this might be the last December meeting at which he (Cllr. Goggin) would be present should the local elections go ahead in May 2026.

OM-25-128 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Playing Field Charity:** Correspondence from UKPN having been previously distributed, the Council received a report from the Clerk in respect of the Tenancy at Will in respect of Cowley Park electricity substation.

- i. The Clerk informed the Council that the first communication from UKPN had detailed the Tenancy at Will agreement between the Trustees of St Osyth Playing Field Charity (PFC) and Eastern Power Networks (formerly Eastern Electricity), to occupy land owned by the latter at Cowley Park (listed as Mill Street Recreation Ground).
 - a) Under the terms and conditions of the Tenancy at Will agreement, formalised on 1st October 2000, the PFC was to ensure that the site of the former electrical substation be kept free from weeds and rubbish, however, the occupant of the neighbouring property had expressed concern as to the condition of the site.
 - i) The Clerk reported that he had since instructed a contractor to clear the site.
- ii. The Clerk then informed the Council that the subsequent communication from UKPN had detailed the proposal by UKPN to set up a new agreement, under its new identity, by way of a Licence.
 - a) The Clerk stated that the proposal did not seek to recover backdated rent from the PFC but instead proposed that a new agreement be set up, with a new rent of £25.00 pa.
 - b) The Clerk stated that should the Parish Council, in its capacity as the Sole Trustee of the Playing Field Charity, agree to enter into a new agreement with UKPN, he liaise with the latter in order to make the necessary arrangements. The Clerk added that the continued tenancy of the former substation would provide storage, if necessary.
 - i) **RESOLVED:** That St Osyth Parish Council, in its capacity as the Sole Trustee of the Playing Field Charity, agree to enter into a new Tenancy at Will agreement with UK Power Networks, at a cost of £25.00 per annum, for the continued use of the former substation at Cowley Park. The motion was proposed by Cllr. White and seconded by Cllr. Cohen. All agreed.
- b. **Village Hall Management Committee:** The Clerk informed the Council of the request from the Village Hall Management Committee (VHMC) to site an InPost Locker on the grounds of the village hall. The clerk continued that although keen to proceed with the installation, the VHMC required the permission of the Parish Council, in its capacity as the landowner.

A conversation ensued, during which the following was noted:

- i. That the siting of the locker would potentially help replace any loss of income were the bottle banks to be removed from the village hall.
- ii. That the installation of the locker would impact on the use of the hall's car park, given that residents would drive to collect and deposit parcels. This could result in the reoccurrence of parking problems during periods when the hall was booked.

- iii. That were a locker to be located at the hall, it should not be positioned at the front of the hall.
- iv. That Yodel would be the primary courier.
- v. That the locker would be illuminated by the provider (InPost).
- vi. It was requested that the Clerk relay the concerns/ comments of the Council to the Chair of the VHMC, and that the matter be discussed at a future meeting of the Council.

OM-25-129 CASUAL VACANCY - CO-OPTION OF A PARISH COUNCILLOR:

The Chairman reported that the Personnel Committee had interviewed three applicants on 3rd December 2025, and that it was the recommendation of the Committee that Mr Quinn Atkins be co-opted onto the Council.

- a. **RESOLVED:** That Mr Quinn Atkins be co-opted onto St Osyth Parish Council, to fill the vacancy arising from the resignation of former Councillor Jake Moore. The motion was proposed by Cllr. White and seconded by Cllr. French. The vote in favour of Mr Atkins was unanimous.

OM-25-130 FURTHER MATTERS:

- a. Cllr. Cooper reminded members of the Finance Committee that a meeting was scheduled for 5th January 2026.
- b. Cllr. Cohen reported that vehicles were continuing to use the track leading to the allotments as a cut through from Clacton Road to the bypass and vice versa. Cllr. Cohen enquired as to whether there had been any progress with regard to the installation of a double gate half-way along the track.
 - i. The Clerk stated that he had yet to discuss the suggestion with the landowner.

There being no further business the meeting was closed at 8.35 pm.

The date and time of the next meeting was set for 7.00 pm on Thursday 15th January 2026, at St Osyth Village Hall.

Summary of 'Action Required' from the Minutes of the Ordinary Meeting held on Thursday 18th December 2025		
OM-25-120 f vii a)	CSW Locations	Clk to action
OM-25-128 a ii b)	Tenancy at Will Agreement	Clk to action
OM-25-128 b vi	Installation of InPost Locker	Clk to action