



ST OSYTH PARISH COUNCIL



The Village Hall, Clacton Road, St. Osyth, 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 18th June 2026**

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 12th June 2026

[Signed on Original]
Neil Williams
Parish Clerk

AGENDA / BUSINESS TO BE TRANSACTED

1. Apologies for Absence

To receive apologies for absence

2. Members Declarations of Interest:

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

3. Public Participation:

To receive representations (if any) from members of the public

Any representation from members of the public should relate to items listed on the agenda.

Matters raised which are not listed on the agenda may, at the discretion of the Council, be discussed at a future meeting.

Members of the public are not permitted to join discussions or debate with Councillors.

4. Planning Applications:

To receive planning applications and comment thereon:

	APPLICATION & ADDRESS	APPLICATION DETAIL
a.	26/00792/FUL Haven Leisure Ltd Orchards Holiday Village Colne Way, Point Clear Bay	Installation of LPG gas tank storage, compound and associated works.
b.	26/00794/FUL St Osyth Priory Estate St Osyth Priory, The Bury, St Osyth	Replacement of six existing garage doors.
c.	26/00812/FUL St Osyth Beach Estate Ltd Cockett Wick Farm Cockett Wick Lane St Osyth	Demolition and redevelopment of farm buildings to create a rural visitor attraction to include provision of cafe/restaurant, farm shop, small artisan retail, flexible event space and holiday lets. Provision of 13no. holiday lodges. Creation of new access to Beach Road, parking, and provision of blue and green infrastructure.

d.	26/00797/VOC City & Country Wellwick Ltd St Osyth Priory The Bury St Osyth	Application under Section 73 of the Town and Country Planning Act for Variation of Condition 1 (Approved Plans); Condition 2 (Landscaping Scheme); Condition 4 (Parking and Turning Areas); Condition 5 (RAMS) of application 24/01414/VOC to allow for adjustments to the layout, housetypes, and phasing plan.
e.	26/00833/TCA c/o Absolute Tree Services 28 Point Clear Road, St Osyth	Trees in a Conservation Area Notification - To fell 1 x Silver Birch to ground level.

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 15th May 2026 to 5th June 2026 **encl 2**
- b. Emails of 1st, 2nd and 3rd June 2026 between St Osyth Parish Council (SOPC) and TDC re residential status of Holiday Lodges at Cockett Wick Lane, St Osyth
- c. Email of 5th June 2026 from Gary Guiver, TDC Corporate Director for Planning & Community re Tendring District Local Plan
- d. Email of 7th June 2026 from a resident of Point Clear re development of Traveller Site, on land to the south of Point Clear Road, Point Clear
- e. Emails of 11th June 2026 between SOPC and TDC re works at Pump Hill Caravan Park, St Osyth

6. Approval of Minutes:

To approve as correct the Minutes of the Annual Meeting of 21st May 2026 **encl 3**

7. Approval of Minutes:

To approve as correct the Minutes of the Ordinary Meeting of 21st May 2026 **encl 4**

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

To receive an update on matters arising from the meeting of 21st May 2026

9. Correspondence:

To hear correspondence as listed (if applicable):

- a. Email of 11th May 26 from a resident of Point Clear Bay re Antisocial Behaviour in Point Clear Bay
- b. Email of 18th May 2026 from the Essex Association of Local Councils (EALC) re 20mph for Safer Streets
- c. Letter of 20th May 2026 from Sailing Barge (SB) May - The Bread And Roses Barge CIC re the Creative Community Cafe
- d. Email of 7th June 2026 from Cllr. Carrie Doyle, TDC re St Osyth
- e. Emails of 30th May, 1st and 2nd June 2026 between residents of Point Clear Bay, SOPC, Brightlingsea Harbour Commissioners, Essex Police and Colchester City Council re Antisocial Use of Personal Watercraft (PWC)

10. Finance:

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

- a. Approval of payments for May 2026 **encl 5 a-b**
- b. Balances

Current a/c:	£112,680.38
Deposit:	£152,946.64

c. Internal Audit:

To receive and approve the following documentation as directed by the Internal Auditor on 22nd May 2026:

- i. Internal Audit Report for 2024/2025 **encl 6**
- ii. Scope of Internal Audit for Parish & Town Councils **encl 7**
- iii. Audit Plan to be approved **encl 8**

- d. **Preparation for Audit Commission Report:**
To receive and agree the following documentation as directed by the Internal Auditor on 22nd May 2026:
- i. Annual Governance Statement & Accounting statements *encl 9 a-b*
 - ii. Balance Sheet for Year Ending 31st March 2026 *encl 10*
 - iii. Supporting Reserves Reconciliation as at 31st March 2026 *encl 11*
 - iv. Trial Balance for Current Year *encl 12*
 - v. Bank Reconciliation Statement as at 31st March 2026 *encl 13*
 - vi. Income & Expenditure Account for Year Ending 31st March 2026 *encl 14*

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 27th May 2026 *encl 15*
- ii. **Approval of Standing Orders:**
to receive, review and ratify the adoption of National Association of Local Councils (NALC) Standing Orders (as amended in March 2025), adopted on 21st August 2025, as recommended by the Finance Committee at the meeting of 27th May 2026 *encl 16*
- iii. **Approval of Financial Regulations:**
to receive, review and ratify the adoption of NALC Financial Regulations (as amended in March 2025), adopted on 21st August 2025, as recommended by the Finance Committee at the meeting of 27th May 2026 *encl 17*
- iv. **Approval of Financial Risk Assessment:**
to receive, review and ratify the Financial Risk Assessment, approved by the Council on 21st August 2025, as recommended by the Finance Committee at the meeting of 27th May 2026 *encl 18*

b. **Cemetery Committee**

- i. To receive (in draft format) the Minutes of the Finance Committee meeting of 27th May 2026 *encl 19 - to follow*

12. Updates from Working Groups:

To receive reports from the following (if applicable):

- a. Public Realm
 - i. to receive the notes of the meeting of 27th May 2026 *encl 20*
- b. Highways Working Party
- c. Martin's Farm Park

13. Updates from Representatives:

To receive reports from the following (if applicable):

- a. Community Matters & Well-being (Cllr. Venables)
- b. Essex Police (Cllr. Cooper)
 - i. to receive Crime Statistics for April 2026 *encl 21 a-b - to follow*
- c. Footpaths (Cllr's Atkins & Hall)
- d. Tree Warden (Cllr. Atkins)
- e. TDALC (Cllr's Sinclair & Talbot)
- f. District Council Report (Cllr's Talbot & White)
 - i. to receive a report from Cllr's Talbot & White
- g. Essex County Council Report (Cllr. Bradley Thompson) *encl 22 - to follow*

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 on the meeting of 26th May 2026
 - ii. to receive a request for the siting of a memorial bench at the Arboretum
- b. St Osyth Playing Field Charity (Cllr. Thomas)
- c. St Osyth Village Hall Management Committee (Cllr. Thomas)
- d. Point Clear Community Association (Cllr. Thomas)

15. Councillors Training

To receive a report from the Clerk

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

Future Meeting Dates: *(information only)*

Month	Date	Time	Meeting	Location
July	16 th	7.00 pm	Ordinary Meeting	Dumont Hall