

# Little Oakley Parish Council

Email: [littleoakleypc@gmail.com](mailto:littleoakleypc@gmail.com)

## Minutes of the meeting held on 10th May 2017

**Present:** Cllr Griffiths, Cllr Hunnaball, Cllr Griggs and Cllr Attrill

**Also Present:** District Cllr Bush

Start Time 19:15

## Minutes taken by Jeanette Sands

- 17/040 Election of Chairman**  
Cllr Griffiths was put forward for the position of Chairman and accepted. The Declaration of Acceptance form was duly signed.  
Proposed: Cllr Griggs  
Seconded: Cllr Hunnaball
- 17/041 Election of Vice Chairman**  
Cllr Cullen was put forward for the position of Vice Chairman.  
Proposed: Cllr Griffiths  
Seconded: Cllr Griggs
- 17/042 Apologies for Absence**  
These were received from Cllr Steer and Cllr Cullen
- 17/043 Declaration of Pecuniary and Non-Pecuniary Interest**  
Nothing was declared
- 17/044 Minutes of Previous Meeting**  
The Minutes from the previous meeting were accepted and signed  
Proposed: Cllr Attrill  
Seconded: Cllr Hunnaball
- 17/045 Replacement of Parish Clerk**  
This discussion was held without Jeanette Sands in attendance so is not minuted

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due to the confidential nature of its contents. On return to the meeting Jeanette received a letter from the Parish Council asking her could she provide temporary Administrative and Bookkeeping Services until a new Parish Clerk was appointed. This is to be on a freelance basis and was accepted. All other details are confidential and not recorded here.

While Cllr Griffiths under took to look after the RFO role. e.g. the book keeping and the bank account, he do not have the time to do the Clerks role.

**17/046**

## **Urgent Matters**

Cllr Griffiths discussed the use of Office 365 due to having problems accessing some of the records. After a discussion, it was decided that the small business package was the better option for what is required. Cllr Attrill suggested the upgrade to small business package would be better for what is needed and Cllr Griffiths agreed to look into this.

Proposed: Cllr Attrill

Seconded: Cllr Greggs

**17/047**

## **TDC District County Boundary Review**

Cllr Bush advised that both Little and Great Oakley will now be joined with Wix therefore he will be working with three Parish Councils. This was thought to be the best option.

**17/048**

## **Hedges**

Complaints have been received regarding the size of hedges at both 106 Rectory Road and Ye Olde Cherry Tree car park/Cherry Tree Close. Cllr Bush has spoken to the resident at 106 Rectory Road and advised that some work has been started to cut back the hedges. This will be looked at again in two weeks to see what progress has been made. The overhang of the hedge between Cherry Tree Close and Ye Olde Cherry tree has been cut back but the lights are still being blocked by the hedge. At present no action is being taken.

**17/049**

## **Finance**

### **Main and Savings Accounts**

Cllr Griffiths presented copies of the accounts. These show a transfer from the Savings account of £3000 to the main account in April leaving a balance at the end of April in the Savings account of £10368.40. Expenditure for April was £2343.54. The overall balance in the main and savings account at the end of April was £12570.98. Expenditure for May stands at £864.50. Cllr Griffiths advised that an invoice from BT has still to be submitted for the ex clerk's telephone and

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broadband expenses. Also the insurance was due and he had been advised that the invoice which had been requested has now been sent. This is still to be paid. In the Reserves section the cost of £1560.00 for lighting has been deducted.

Acceptance of the accounts:

Proposed: Cllr Griggs

Seconded: Cllr Hunnaball

## **Annual Accounts - Fixed Assets**

Looking at the annual accounts it was felt that the Fixed Assets for the ground cover for the playground needed to be amended from £7000 to £15000

Also the strimmer has been sold to Ramsey Church requiring its removal from the list of Fixed Assets.

## **Depreciation**

Fixed Assets which can be depreciated require dates bought to be added as at present no depreciation has been done but this can be.

## **Annual Return**

This has still to be sent, at present the accounts are being checked/audited and should be returned soon. However it was felt that it would be wise to have these looked over by Mr Peter Standing (FCCA) prior to handing the accounts over to the new Clerk. This ensures that everything is up to date and balances thereby making the transition to the new Clerk easier.

Proposed: Cllr Attrill

Seconded: Cllr Griggs

**17/050**

## **Planning**

Cllr Attrill has looked at the application for a temporary facility for a Helipad to be added to the airbase at Great Oakley whilst the facility at Harwich Port becomes available. Cllr Attrill advised that at present the aerodrome has permission for 3 take offs and landings per day (6 in total) which they want to increase to 10 per day (20 in total). Use of the aerodrome would increase from 12.5 hours per day to 14 hours per day starting at 0700 hours. This would include weekends and bank holidays. Although the aerodrome had approval in 2012 for

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helicopters the new application does not list the actual type of helicopter which will be used by the Wind Farm which causes concern due to the size of some helicopters which may be used. Concerns were raised that the above changes would result in:

Increased noise pollution

Increased flights into and out of the aerodrome

Increase in hours the aerodrome was in use including early starts

Increase in fuel deliveries

Cllr Griggs mentioned that although this was a temporary application it would be two years before the facility at Harwich Port was ready. He raised the questions about what would happen if anything changed and the facility at Harwich Port was not approved.

Cllr Bush spoke about the problems the application could cause in regards to wildlife. He advised the RSPB and Essex Wildlife have concerns that this would have a detrimental impact on wildlife in the areas. With the increase in flights there would also be an increase in the volume of Jet Fuel required, Cllr Bush thought a risk assessment needed to be done regarding this. Cllr Bush advised the Parish Council that a meeting of Great Oakley Parish Council on Tuesday 16th May was open to the public and would have a presentation from the Company to explain the situation. The list of concerns are to be put before this meeting. Cllr Bush said that Site Notices have now been put up outside the aerodrome.

Cllr Attrill is to send an objection to the planning application on behalf of the Parish Council as there are more items on the plans than on the previous planning application. Details will be sent to the Parish Council before putting onto the website.

Proposed: Cllr Attrill

Seconded: Cllr Griffiths

## **17/051 Report by District Councillor Mike Bush**

Cllr Bush advised that although the potholes on the Lodge Road and Bayview Crescent junction had been reported in January nothing has been done. ECC have now been chased again and a note will be sent to Cllr Erskine.

## **17/052 Report by County Councillor Andrew Erskine**

Cllr Erskine was unable to attend the meeting therefore no report was available

## **17/053 Public Speaking**

No members of the public attended

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**17/054**      **Items for the next meeting**  
None

**Cllr Griffiths thanked everyone for attending. The meeting closed at 8.30**