

*Little Oakley Parish Council*  
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**Minutes of the Parish Meeting held on Wednesday 17<sup>th</sup> October 2018  
In the Millennium Room, St Michaels Church, Ramsey  
Meeting Start Time 19.00**

**Present:** Cllr Griffiths (Chairman), Cllr Cullen (Vice Chairman), Cllr Attrill, Cllr Griggs and Cllr Hunnaball

**Also Present:** Jeanette Sands (Clerk/RFO)

**18/086**

**Apologies for Absence**

Apologies were received from District Cllr Bush and County Cllr Erskine  
It was **RESOLVED** to accept these apologies.

**18/087**

**Declaration of Pecuniary and Non Pecuniary Interests**

No interests were declared.

**18/088**

**Signing of the Minutes**

It was **RESOLVED** to accept the Minutes of the previous meeting and these were duly signed.  
Proposed: Cllr Cullen  
Seconded: Cllr Hunnaball

**18/089**

**Urgent Matters**

Cllr Griffiths received two letters recently, one requesting black bags for litter picking and the other enquiring if it would be possible to have a zebra crossing put on Mayes Lane. Cllr Griffiths will arrange to get the black bags. It was **RESOLVED** that the Clerk is to contact Highways regarding the zebra crossing between Cloverwood Stores and the Post Box on Mayes Lane and include a photograph of the area. The Clerk for Ramsey and Parkeston will copied in on the email as the crossing is in both Parishes.

**18/090**

**Clerks Report**

**Scrambler Bikes on footpaths** – the Clerk reported that another scrambler style bike had been seen riding down Rectory Road and towards Oakridge. The bike had no lights and this was late at night. The incident has been reported to Essex Police. The problem with both scrambler bikes and quad bikes using footpaths is ongoing. Any future incidents are also to be reported to Essex Police.

**Notice Boards** – the Clerk thanked Cllr Griffiths for sorting out the problems of the notice board doors sticking and for attaching handles making the doors easier to open.

**War Memorial** – This is to be cleaned next week ready for the Remembrance Service. It was suggested that a notice be placed on both notice boards and the website advising residents that should they have a Remembrance Cross at the War Memorial and wish to keep this they will need to remove the cross before Monday 22<sup>nd</sup> October. The remaining crosses will be removed and

disposed of before the cleaning begins. It was **RESOLVED** that the Clerk would place a notice on both notice boards and forward a copy to be put onto the website.

**Remembrance Service** – Reverend Rosie Tallwin has offered to take the Remembrance Service on Sunday 11<sup>th</sup> November and will also provide the Order of Service sheets. It is not known if a bugler will be present, if not Reverend Rosie has said she will begin the singing of the National Anthem. Cllr Griffiths is to read the names of the fallen and Cllr Hunnaball will see if he can find someone to do the reading. The start time for the Service is to be 10.50 which will allow for everything to be started ready for the two minutes silence at 11.00. It was **RESOLVED** that the Clerk will contact Reverend Rosie with answers to her email and also contact Little Oakley Football Club to ask that they arrange matches and cars arriving/leaving the ground so as they do not coincide with the Service.

**CILCA Qualification** – the Clerk advised Councillors that she has now begun the Clerks Qualification and this is going well. There is also a possibility of a car share with another Clerk.

**Elections** – Notices for the 3 Casual Vacancies are on both notice boards and the website. TDA will contact the Clerk on October 23<sup>rd</sup> to advise if an election needs to take place.

**Way Sign Post** – the post between Oakridge and the Memorial Club has been damaged and part of it has split off leaving the remaining post with a spiked top. The Clerk has reported this to Highways and County Cllr Erskine has also contacted the rangers to see if they could make the post safe while we wait for the repair/replacement. Cllr Attrill is to look at taking the spike off and making this safer for the moment.

## **18/091**

### **Finance Report**

The Current Account balance as at 1<sup>st</sup> October was £1544.01, this takes into account a bank service charge of £18 and a cheque for £180 being the bursary from the Clerks training courses. A transfer from the savings account into current account of £600 was requested, this is to protect the reserve held in that account of £860.00 Expenditure for October is £907.50 which includes the invoice from the external auditors and a grass cutting and maintenance payment along with the usual invoices. Expenses claimed by Cllr Griffiths are for the Microsoft software, expenses claimed by the Clerk are a reimbursement for mileage and car parking fees whilst attending the CILCA training day.

Expenditure for November is approximately £374.16.

The Savings Account balance as at 1<sup>st</sup> October is £16190.11 which includes bank interest of £14.40. The second instalment of the Precept was paid into the account on 4<sup>th</sup> October bringing the balance of the account to £24350.11

The above two accounts balances contain reserves totalling £7382.00. Therefore the unallocated funds available in the accounts are

Current account £2.35

Savings account £18464.62

Full total of unallocated funds £18466.97

A full copy of the finance report can be viewed at the end of these Minutes on the website.

It was **RESOLVED** to accept payments, transfer and expenses.

Proposed Cllr Griffiths

Seconded Cllr Attrill

## **18/092**

### **Planning**

#### **Determinations**

18/01430/HHPNOT – This is a single extension in Bay View Crescent, as approval wasn't required for this the extension is going ahead.

18/01249/FUL – 101 Harwich Road – full approval has been given for this.

## **Applications**

18/01657/OUT – 21 Mayes Lane

The application is for amendments in Conditions 9 and 10. These are to change the radius of the kerb from 8 metres to 6 metres and to reduce the visibility splay from 43 metres to 42 metres. It was noted that the application had been filled out incorrectly. Under has the work started the Yes box had been ticked but the date given was for 9 November 2018 instead of 9 November 2017. It was **RESOLVED** to send a decision of Neutral to TDC but to mention the error in the application.

18/01611/FUL – 79 Mayes Lane

The Parish boundary has been checked to make sure this is in Little Oakley not Ramsey Parish. It was found that this property is in Little Oakley even though the address states Ramsey. The application is for ramped access to the front of the property. It was **RESOLVED** to send a decision to Support the application to TDC.

Proposed: Cllr Attrill

Seconded: Cllr Griffiths

## **18/093**

### **Casual Vacancies X 3**

Cllr Griffiths advised Councillors that the notice for the Casual Vacancies x 3 has now been posted onto the website. It is on the front page with a link to the Councillors page. After a discussion regarding the vacancies it was **RESOLVED** that the Clerk should contact the residents who have shown an interest in becoming Councillors.

## **18/094**

### **Playing Field**

No further updates are available at present.

## **18/095**

### **Notice Boards**

Cllr Griffiths explained the repairs he had carried out recently to make the notice boards easier to open and to make them more stable. Cllr Griffiths asked if he could go ahead and purchase Danish Oil to put onto the wood to keep the boards in good order. Cllr Griffiths advised that using the oil instead of varnish would cut down on the amount of maintenance needed in future. It was **RESOLVED** that Cllr Griffiths could purchase the oil and will be reimbursed.

## **18/096**

### **Website**

Cllr Griffiths has now loaded the Annual Return documents onto the website and the notices about the casual vacancies. Also any details concerning Cllr Steer have now been removed. Cllr Griffiths mentioned that the website is almost at a stage now whereby the old website will no longer be required. Cllr Griggs asked if a laminated sign could be put up on the notice boards and at the bus shelters giving the new website address. Cllr Cullen thanked Cllr Griffiths on behalf of all the Councillors for all the hard work he has done to develop the new website. It was **RESOLVED** that the Clerk would put the new website details on the notice boards.

**18/097**

**Footpaths**

There have been no further updates since the last meeting. A discussion followed regarding the use of volunteers to do the cutting back of footpaths or engaging a contractor to carry out the work. It was felt that a contractor would be the better choice and Cllr Cullen will look into the approximate cost of this. At present more information was thought to be required such as how many paths are in Little Oakley and how long these paths are, the approximate cost to the Parish Council could then be calculated. Cllr Griffiths mentioned that if the Parish Council did decide to go ahead with this they are required to have a P3 Officer. The P3 Officer can either be a Councillor or a volunteer. The P3 Officer is a link with ECC and contacts them with dates the cuts are to be done and the dates once completed. This is to allow for any inspections. No decisions were taken and this item is still ongoing.

**18/098**

**Report by District Cllr Bush**

District Cllr Bush was unable to attend the meeting therefore no report was given.

**18/099**

**Report by County Cllr Erskine**

County Cllr Erskine was unable to attend the meeting therefore no report was given.

**18/100**

**Public Speaking**

No members of the public attended the meeting therefore no public speaking took place.

**18/101**

**Items for the next Agenda**

The following items were put forward to be included in the next Agenda.

Playing Field

Footpaths

Notice Boards

Website

Facebook Course

The meeting closed at 20.22