

# Little Oakley Parish Council

**Tel: 07534 172696   Email: [clerk@littleoakleypc.org.uk](mailto:clerk@littleoakleypc.org.uk)**

Minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> February 2022  
in the Millennium Room, St Michael's Church, Ramsey starting at 7.00pm.

**Present:** Cllrs Griggs (Vice Chairman), Bush, Coates, Land and Lane

**Also Present:** Emma Haward (Clerk/RFO)

**Members of the Public:** One member of the public attended

## **21/165 Apologies for Absence**

Apologies were received from Cllrs Atrill (Chairman) and accepted by all.

## **21/166 Declarations of Pecuniary and Non-Pecuniary Interests**

Cllr Coates declared a personal interest in planning application 21/00999/LUEX - The Old Rectory, 66 Rectory Road, Little Oakley, Harwich Essex CO12 5LB.

No further interests were declared.

## **21/167 Signing of the Minutes**

It was proposed by Cllr Lane, and seconded by Cllr Bush and RESOLVED that the Minutes from the January meeting were accepted as a true record.

## **21/168 Urgent Matters**

There were no urgent matters.

Cllr Atrill provided information in advance of the Committee meeting relating to the position of the field opposite to Rectory Road, and to advise the Parish Council that the soil has now been cleared and tidied to an excellent standard.

## **21/169 Public Speaking**

A member of the public raised concerns relating to Planning Application 21/02144/FUL – Land South East of Foulton Hall.

## **21/170 Report from District Councillor Bush**

District Cllr Bush addressed the Committee regarding an initiative 'Tendring Community Fund', a working party which looks to improve lifestyles and activities where an application form is to be submitted. Recommendations go to TDC Cabinet.

District Cllr Bush informed the Committee of funding that will be available to District Councillors, to be distributed amongst parishes in planning for the Platinum Jubilee. It was RESOLVED that District Cllr Bush circulate the relevant details in relation to the Tendring Community Fund and Platinum Jubilee contributions.

District Cllr Bush also informed the Committee of the Tendring Colchester Borders Committee taking place at Colchester Community Stadium, on 28<sup>th</sup> February, following the adoption of the New Local Plan. Cllr Bush to send details.

Cllr Bush advised the Committee that he would not be able to attend Parish Council meetings as regularly due to his capacity.

### **21/171 Report from County Councillor Land**

County Cllr Land made Committee members aware that he recently visited a meeting of the Essex County Council where he raised issues in relation to the Ramsar Site.

It was RESOLVED that Cllr Coates contact Sir Bernard Jenkin MP for support. District Cllr Land also raised concerns in relation to the pot holes along Sea View Avenue.

County Cllr Land informed the Committee that Mayes Lane was to be resurfaced, and that a '20 is plenty' scheme for the school will be introduced to slow traffic.

Levelling Up – County Cllr Land advised the Committee that he, as County Councillor, had received funds for parishes, and asked Committee members to inform him of any groups, organisations or charities that may benefit from these funds.

Cllr Land raised the opportunity for the parish to receive monies given to County Cllrs between February and March last year for improvements in the ward area.

It was RESOLVED that County Cllr Land and Cllr Lane liaise to discuss potential opportunities.

It was also RESOLVED that the Clerk researches the potential for the National Lottery Awards for All.

Cllr Land left the meeting.

### **21/172 Planning**

Application – 21/02144/FUL Land to The South East of Foulton Hall, Harwich Road, Little Oakley, Essex CO12 5JA

It was RESOLVED that Clerk look at Land Registry Portal to identify the owner of the land.

Cllr Coates has formerly contacted Natural England for an in-person meeting. Petition deadline is the 17<sup>th</sup> February currently totalling 1,339 signatures.

It was RESOLVED that District Cllr Bush contact Ian Davidson, Chief Executive regarding the petition.

It was RESOLVED that the Committee request support from Sir Bernard Jenkins MP and contact Commercial Explosives (EPC).  
Cllr Coates to draft an email.

It was RESOLVED to update the Facebook page to advise that following the Parish Council meeting and the upcoming deadline for the petition (17<sup>th</sup> February), the Parish Council are in the process of arranging a meeting with Natural England.

### **21/173 Clerk's Report**

This has been previously circulated. Please see Appendix A.

### **21/174 Finance Report and Expenses**

Previously circulated. Please see Appendix B.

It was RESOLVED to accept the payments and expenses. Expenses to be duly checked and signed by two Councillors as being correct.

- Clerk to scan and send invoices for February to Cllrs Coates and Lane for signing.

### **21/175 Lone Worker Policy**

The Lone Working Policy was discussed and it was RESOLVED that the policy be adopted.

PROPOSED: Coates

SECONDED: Lane

### **21/176 Code of Conduct**

The Code of Conduct Policy was discussed and it was RESOLVED that the policy be adopted.

PROPOSED: Coates

SECONDED: Lane

### **21/177 Recreation Ground**

Cllr Bush advised the Committee that he had been in contact with the relevant Portfolio Holder for Tendring District Council. Plans obtained of the site locations are unclear.

Quotes were received of between £505 and £570 for the proposed ground rent payable to ECC from which the cost of clearing vegetation deducted.

It was RESOLVED that due to time-scales, we review the proposed offer and obtain two additional quotes.

### **21/178 Footpaths**

Deferred to the next meeting.

### **21/179 Working Groups Report**

Cllr Coates suggested the use of the Memorial Club's smaller playing field as a location for the Big Lunch.

It was RESOLVED that contact is made with the Little Oakley Memorial Club to request use of the smaller playing field for The Queen's Platinum Jubilee Celebrations.

To revisit at the next meeting.

### **21/180 Village Planters**

The former Clerk sought a quote in relation to the planters including labour and materials.

The former Clerk also consulted with Tendring District Council's Planning Department and it was confirmed that these works would be permitted development.

It was RESOLVED that the Clerk request an additional quote for larger planters.

### **21/181 Dog Bins**

A quote from Tendring District Council including the bases remain outstanding.

It was previously decided that the plastic bin option would be the preferred option for durability. The former Clerk contacted Tendring District Council to enquire as to whether a base is provided in the costs. Little Oakley Memorial Club were contacted and confirmed that they are still agreeable with the free-standing bin being placed near to the field entrance.

Locations of Dog Bins:

- Little Oakley Memorial Club near to the footpath. This is to be replaced with a multi-use (litter and dog waste) bin.
- At the opposite end of the greensward at Oakridge adjacent to the path, plus change over to multi use bin too.

- At the bottom of Seaview Avenue, Little Oakley - this is on the Clacton side of the road next to bus shelter. This is to be replaced with a multi-use (litter and dog waste) bin.

The Clerk will confirm the cost of the bins for relocation and the additional bin at Seaview. Upon receiving a similar quote to previously, it was RESOLVED that these bins be purchased.

#### **21/182 Rectory Road Post Box**

Deferred to next meeting.

#### **21/183 Bus Shelter Maintenance**

It was previously RESOLVED that the former Clerk email Ramsey Parish Council to ask if they wish to have their two bus stops (one with a shelter) added to the list and to be invoiced from LOPC accordingly. Clerk to follow-up.

#### **21/184 New Village Sign**

Deferred to next meeting.

#### **21/185 Ye Olde Cherry Tree Public House**

Richard Oxborrow of the Tendring branch of CAMRA confirmed by email that the existing ACV will expire in early March and the branch had voted not to renew it. He noted that CAMRA has a constructive relationship with the owner and no threat to the pub has been identified.

#### **21/186 Trees at Church Yard**

The Diocese emailed stating that according to their records this churchyard is not a closed churchyard, neither the Registry or the office of the Diocese can find any document confirming closing of the churchyard by 'Order of Council' This would result in Little Oakley Parish Council (LOPC) and Tendring District Council (TDC) not being responsible for any maintenance to the trees in the churchyard of St Marys.

#### **21/187 Items for the next agenda.**

Any ongoing items from the February meeting that will go onto the agenda are:

Filing Cabinet

Drainage Ditches, Rectory Road

Playing Field

#### **21/188 Date, Time and Venue of Next Meeting**

Wednesday 9<sup>th</sup> March 2022 in the Millennium Room, St. Michael's Church, Ramsey, starting at 7.00pm

**The meeting closed at 20:40**

Signed ..... Date .....

## **Appendix A**

### **Little Oakley Parish Council Clerks Report for February Meeting**

<b>Meeting Date</b>	<b>Agenda Number</b>	<b>Minute Number</b>	<b>Information and decision made</b>	<b>Action Taken and Outcome</b>	<b>Closed</b>
10th March	4	20/164	Dog Waste Bins. To contact TDC and enquire about relocation.	TDC emailed awaiting reply after officer has looked at the site. Contact again for update Another contact made for update. Emailed again for update. Has been moved to Shelley Correia-Bird to look into	See agenda
9 <sup>th</sup> June	11	21/28	Rectory Road Post Box	Write to CEO and enclose emails. Send special delivery. Letter sent. Reply received. Quoted problem of not being outside the half mile from another post box therefore no need for reinstatement.	See agenda
9 <sup>th</sup> June	8	21/25	S106 for railings	To apply for S106 money to cover cost of repairs to railings at playground. Applied for.	
13 <sup>th</sup> October			Councillor Resignation	Following a recent resignation the Parish Council now has three vacancies. TDC have been notified and the Notice of Casual Vacancies sent.	See agenda
13 <sup>th</sup> October			Correspondence	A resident had concerns about vehicles blocking off the footpaths opposite the Memorial Club where houses are being built. This was forwarded to Ramsey PC and the resident advised. Further correspondence received as it was thought that the estate is in Little Oakley, once again advised this is in Ramsey. Ramsey have also answered the query.	Closed
10th November 12 <sup>th</sup> January 2022				All updates have been removed and placed on the Agenda. There are no new items at present As above – all items currently working on are agenda items	

# *Little Oakley Parish Council*

## **Finance Report February 2022**

### **Account Balances**

1<sup>st</sup> February the accounts balances were

Current Acct £3950.22

Savings Acct £43744.38

These figures include the reserve values in the savings account.

### **Confirmed Payments for January**

<b>Payment To</b>	<b>Details of Payment</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Playground Insp Co	Inspection of playground	52.50	10.50	63.00
Ramsey Church				
A & J Lighting	Monthly Maintenance	34.38	6.88	41.26
SSE	Electricity supply	74.36	3.71	78.07
Mr A Thomas	Grounds Maintenance	225.00	0.00	225.00
Mrs J Sands	Clerks Salary	260.64	0.00	260.64
<b>Totals</b>		<b>740.62</b>	<b>10.75</b>	<b>64.49</b>

### **February Expenditure Paid to Date and Expected**

<b>Payment To</b>	<b>Details of Payment</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
A & J Lighting	Monthly Maintenance	34.38	6.88	41.26
SSE	Electricity supply	62.45	3.13	65.78
EALC	Annual Meetings Course	70.00	14.00	84.00
Mrs J Sands	Clerks salary final week	65.16	0.00	65.16
Miss E Haward	Clerks Salary	260.64	0.00	260.64

**Appendix B**

Ramsey Church	Donation of hall for 2 meetings	40.00	0.00	40.00
<b>Totals</b>		<b>532.83</b>	<b>24.01</b>	<b>556.84</b>

**March Proposed Payments**

<b>Payment To</b>	<b>Details of Payment</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE	Electricity Supply	£62.45	£3.13	£65.78
Ramsey Church	Donation for meeting	£20.00	£0.00	£20.00
EALC	New Clerks Course	£70.00	£14.00	£84.00
E Haward	Clerk's Salary	£260.64	£0.00	£260.64
E Haward	Expenses - Stationary	£9.00	£2.25	£11.25
E Haward	Expenses - Printer Ink Cartridges	£44.99	£9.00	£53.99
<b>Totals</b>		<b>£501.46</b>	<b>£35.26</b>	<b>£536.92</b>