

# *Little Oakley Parish Council*

Clerk: Jeanette Sands, [REDACTED]  
Tel: 07920 851665 Email: clerk@littleoakleypc.org.uk

Minutes of the Parish Council Meeting held on Wednesday 14<sup>th</sup> July 2021  
In The Harwich Arts Centre starting at 7.00

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

**Also Present:** County Cllr Land and Jeanette Sands (Clerk/RFO)

**Members of the Public:** No members of the public attended the meeting.

## **21/40 Apologies for Absence**

Apologies were received and accepted by all Councillors from Cllrs Hunnaball and Lane.

## **21/41 Declarations of Pecuniary and Non-Pecuniary Interests**

None were declared.

## **21/42 Signing of the Minutes**

The Minutes of the June meeting were accepted as a true record and duly signed.

All agreed

## **21/43 Urgent Matters**

None.

## **21/44 Public Speaking**

None.

## **21/45 Report from District Council Bush**

District Cllr Bush reported that the Full District Council had recently met to discuss the Local Plan, this will now go in front of the Inspectorate later in the year and hopefully be adopted by the end of this year.

Waste collections have been problematic with some areas missing both recycling and refuse collections. Vehicle breakdowns and resource issues have been mentioned as the reason behind the problems but it was mentioned that residents need reassurance that collections are going to be on a regular basis. Problems have been caused by the recycling centre being moved to Stanway causing longer travel times for the vehicles. Tourism was discussed which included the Clacton Air Show and the Car Rally and how this affects the Carbon Net Zero push by TDC.

A Motion was also put forward to have either a monument or piece of art work as a memorial to those who lost their lives to Covid. This is still ongoing.

Various Committees and Working Groups are looking into items such as how to re-build town centres and businesses after Covid. Other topics include Crime and Disorder, Education and Safeguarding and Health and Wellbeing.

There is a public meeting on September 27<sup>th</sup> regarding Crime and Disorder, this will include traffic speed surveys and E Scooters. District Cllr Bush will advise when other dates become available.

### **21/46 Report from County Councillor Land**

County Cllr Dan Land reported that the pothole just up from Seaview Avenue has now been reported and filled and advised that potholes can be reported out of hours. The footpath near the new build opposite the Memorial Club has now been smoothed over after it had been churned up by vehicles. C Cllr Lane has also attended meetings with EEC and the trust which looks after Tendring School due to recent problems there. The recent speed survey in the village came back with the majority of vehicles keeping good compliance within the posted speed limit. C Cllr Land had recently approached the local Scout group to see if they required any help with funding which they do not as part of using his £10,000 budget for community group funding. C Cllr Land reminded Councillors that he has good contacts within the Highways department if there are any safety issues needing bringing to their attention.

### **21/47 Highways**

This item has been moved from Agenda item 14 as it also relates to part of C Cllr Land report. As previously mentioned the above the speed survey report has been received and it was seen that in general there was generally good compliance by motorists when driving through the village.

### **21/48 Clerks Report (previously circulated)**

Please see Appendix 1 for the full report.

### **21/49 Finance Report (previously circulated)**

Please see Appendix 2 for the full report.

As meetings are now face to face again it was **RESOLVED** to cancel the subscription to Zoom.

The Clerks laptop had been taken into PC Help for servicing but after discussion it was **RESOLVED** to purchase a new laptop. Cllr Griggs was thanked for his help in organising the technical side of the purchase and ensuring the correct software was in place. The old laptop has had the data removed and a certificate has been received confirming this. The payments list had a couple of minor amendments, after these it was **RESOLVED** to accept the payments and expenses to be paid, these were for July and August as there is no meeting in August.

### **21/50 Grant Application**

A Grant Application has been received but following a discussion it was **RESOLVED** not to support the application due to the Parish Council having limited funds and a large project in the pipe line. Cllr Attrill will contact the Applicant.

### **21/51 Planning**

#### **Applications**

**21/01028/FUL** 24 Bay View Crescent. Erection of single storey rear extension to ground floor flat – after a discussion it was **RESOLVED** to give a decision of NEUTRAL.

**21/01165/EIASCO** Hamford Water. Managed realignment of coastal flood defenses. This is to re-align the sea wall. the existing sea wall is to be kept and a new earth sea wall added. There will also be a new footpath around the top. This will create more mud flats for birds. It was **RESOLVED** to give a decision of NEUTRAL, however the Council will request that this can be carried out with as little disruption as possible due to the popularity of this footpath for walkers and runners. Also, the possibility of some form of financial support to cover the disruption similar to S106 money will also be mentioned. Cllr Attrill will record the decision on the planning portal.

#### **Determinations**

**21/00129/LBC & 21/00128/FUL** The Old Rectory 66 Rectory Road, Little Oakley Harwich, Essex, CO12 5LB - Proposed erection of a hartley botanic, victorian lodge glasshouse, adjacent to the existing boundary wall to the north east of the property. This received full approval on 14<sup>th</sup> June.

### **21/52 Policy Reviews**

The Health and Safety Policies along with Councillor Expenses were discussed and it was **RESOLVED** to adopt the afore mentioned policies.

Proposed: Cllr Bush

Seconded: Cllr Coates

At present there are no further policies to review.

### **21/53 Recreation Ground**

There has been a positive meeting with the land agents and a proposal plan is to be put together which will include the benefits of having a green space in the village. Quotes have come in for equipment. Cllr Bush will contact Public Realm for help with the narrative of the proposal. It was noted that C Cllr Land is in favour of the new recreation ground. It was proposed that the working party should meeting mid – end August.

### **21/54 Notice Boards**

A quote of £120 for both notice boards to be refurbished (including the LOPC lettering in gold) was discussed it was **RESOLVED** to accept this quote. Cllr Attrill will arrange for this to go ahead.

### **21/55 30 MPH Signs for Wheelie Bins**

The purchase of 30 mph stickers for resident's wheelie bins was discussed but it was felt that the cost of approximately £200 was not value for money when the bins are only out once a fortnight. It was **RESOLVED** not to go ahead with this.

### **21/56 Tommy**

Cllr Attrill has received details of Tommy figures which can be attached to lamp posts. If one is purchased it could be attached to the Millennium Village Sign which would have the figure facing the War Memorial. It was decided that Councillors would look at the site and make a decision at the next meeting.

### **21/57 Village Events**

It was decided that The Big Lunch was the most practical option for the Queens Jubilee next year. A separate committee or working group will be set up for this.

The Book Exchange – Cllr Griggs will write up an article about the Book Exchange for the Harwich and Manningtree Standard.

### **21/58 Police Community Street Meet**

Cllr Attrill went along to the recent Street Meet, other residents also attended the meeting. Most residents were concerned with speeding issues through the village. They were advised if they can get a registration number then they can phone this through to Essex Police on 101. Police reports were mentioned but Cllr Attrill was advised they were stopped as it was felt they were taking too much time to produce. A report has since been sent. The PCSO's will try to attend a council meeting in the future.

### **21/59 Trees in Churchyard**

Mr Thomas reported that he has been made aware that there are issues with two overgrown trees in the graveyard near St Marys which may need pruning. Both have tree preservation orders. It was **RESOLVED** that the Clerk will contact the church diocese in Chelmsford for details of who is responsible for the trees. Cllr Attrill has visited the site and spoken with the owner of St Marys.

### **21/60 Carbon Footprint**

It was **RESOLVED** that Cllr Michael Talbot will be contacted to advise this item is on the Agenda at every meeting and is discussed during the evening.

**21/61 Items for the next Agenda (September meeting)**

Along with any ongoing items  
Beacons for the Queens Jubilee  
Definitive Mapping  
The Big Lunch

**21/62 Date, Time and Venue of next Meeting (no August meeting)**

Wednesday 8<sup>th</sup> September starting at 7.00 to be held in the Millennium Room, Ramsey Church.

**The Chairman Closed the meeting at 21.18**

**Signed .....** **Date .....**

## Appendix 1

## Little Oakley Parish Council

## Clerks Report

Meeting Date	Agenda Number	Minute Number	Information and decision made	Action Taken and Outcome	Closed
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	
10th March	8	20/168	Playground Gate. To contact Playquip to enquire as to the hydraulics being replaced under warranty	Emailed. Awaiting reply Meeting with Playquip re new equipment will query with them. Playquip met with Chair and Vice Chair and have repaired as far as possible.	Closed
10th March	12	20/173	Grit and Harwich Road and Pavement. To contact C Cllr Erskine to have this looked into and also ask for a speed survey	CCllr Erskine emailed and has requested road is swept to remove excess grit. TDC also contacted re speed survey. Contact re speed survey and advise location of cable. This will be the Dovercourt side of Foulton Hall. Emailed with location plus possible second location if any problems. Grit appears to have been cleared up. Speed Survey carried out awaiting report. Report has now been received.	Closed
5th May 21	8		Freedom of Information Request regarding cost of litter picking and fly tipping but number of fines issued etc.	Emailed reply back as none of the questions related to the Parish Council	Closed

5th May 21	8		Damage to railings at playground. Contacted Dunninghams	Phoned and asked for railings to be fixed. Two week wait so agreed to remove fence for safety reasons. Decided to fix on site same afternoon. Awaiting invoice. Invoice received and on payments list for approval.	Closed
5th May	10	21/10	Wooden Construction	Contacted Tendring District Council with concerns. No reply - phoned and advised will look into possibly by end of week (4th June) as had only just received notification. Will contact with any findings. Phoned left voice mail for call back with update. No call back emailed again 6th July. Emailed again 12th July.	
5th May	12	21/11	Noticeboards	GOPC contacted for supplier details and quote requested for 2 x aluminium and 1 x wooden noticeboards. All noticeboards to fit up to 6 x A4 sheets of paper. Quote now received. Decided to refurbish existing noticeboards, quote to be requested for varnishing etc.	
9th June	8	21/25	Letter to Catherine Cocker	Thank you letter to be sent on behalf of Parish Council for setting up and organising litter picks. Letter sent	Closed
9th June	14	21/35	Extra Fixing kit for bench	To order an extra fixing kit for the playground bench. Ordered. Arrived - take to meeting. Awaiting invoice.	
9th June	11	21/28	Rectory Road Post Box	Write to CEO and enclose emails. Send special delivery. Letter sent.	
9th June	8	21/25	S106 for railings	To apply for S106 money to cover cost of repairs to railings at playground. Applied for.	

**Little Oakley Parish Council****Finance Report****July 2021****Account Balances**1<sup>st</sup> July the accounts balances were

Current Acct £7311.36

Savings Acct £36962.68

These figures include the reserve values in the savings account

**Confirmed Payments for June**

A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE	Electricity Supply	£60.58	£3.02	£63.60
VCS	Website Hosting	£50.00	£0.00	£50.00
Dunninghams	Welding of railings	£125.00	£25.00	£150.00
Mr P Standing	Internal Audit	£250.00	£0.00	£250.00
Mr D Attrill	Signs for Kiosk	£77.52	£15.50	£93.02
Essex Pro Paint	Millennium Sign painting	£220.00	£0.00	£220.00
	Paper and black			
Accent	cartridge	£34.75	£6.95	£41.71
Mrs J Sands	Clerks Salary	£260.64	£0.00	£260.64
Mrs J Sands	Clerks extra hour	£10.86	£0.00	£10.86
Bank Service				
Charge		£18.00	£0.00	£18.00
	Totals	£1,141.73	£57.35	£1,199.09

**Expenditure for July paid to date and expected payments**

<b>Payment to</b>	<b>Details of Payment</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
	Monthly			
A & J Lighting	Maintenance	£34.38	£6.88	£41.26
SSE	Electricity Supply	£70.44	£3.51	£73.95
	Grounds			
Mr A Thomas	Maintenance	£200.00	£0.00	£200.00
	Playground Annual			
TDC	Inspection	£45.95	£9.19	£55.14
PC Help	Laptop and set up	£514.99	£103.00	£617.99
Harwich Arts				
Centre	Room Hire 3 hours	£21.00	£0.00	£21.00
	VAT refund for			
TDC	bench	£142.00	£0.00	£142.00
	Zoom			
Mr D Attrill	reimbursement	£14.39	£0.00	£14.39
Mrs J Sands	Clerks Salary	£260.64	£0.00	£260.64

Totals £1,303.79 £122.58 £1,426.37

**Proposed Expenditure for August**

<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**	£70.44	£3.51	£73.95
Mr D Attrill	Zoom reimbursement	14.39	0	14.39
Mrs J Sands	Clerks Salary	£260.64	£0.00	£260.64
TDC	Rent for Bus Shelter	£5.00	£0.00	£5.00
	<b>Totals</b>	<b>£384.85</b>	<b>£10.39</b>	<b>£395.24</b>

\*\* awaiting invoice therefore value may differ

A new laptop has been purchased from PC Help following problems with the previous machine. It was decided the previous laptops age had made repairs uneconomical. The new laptop was set up and all files transferred across. A credit note has been received for £50 plus VAT for the Lenovo. This is to be taken off the invoice price for the Dell laptop. Printer and scanner problems were resolved also by PC Help through a home visit. The new laptop is working well, is much quicker and has a much more user-friendly key board. A Wipedrive certified report has been received to cover the data disposal on the Lenovo.