

# *Little Oakley Parish Council*

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## **Minutes of the Parish Council Meeting held on Wednesday 13<sup>th</sup> May 2020**

**The meeting was held remotely via Zoom due to Covid-19 restrictions.**

**The Meeting started at 7.05 pm**

**Present:** Cllrs Attrill (Chairman) Griggs (Vice Chairman), Bush, Hunnaball, Lane and Nicholls

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

**Members of the Public:** No members of the public requested details to join the meeting.

### **20/001**

#### **Apologies for Absence**

Apologies were received from Cllrs Coates, and McNee

It was **RESOLVED** to accept the apologies.

### **20/002**

#### **Declaration of Pecuniary and Non Pecuniary Interests**

No interests were declared

### **20/003**

#### **Minutes of the Previous Meeting**

The Minutes of the March meeting were agreed as a true record and will be signed by the Chairman at the first meeting once restrictions are lifted. No meeting was held in April.

### **20/004**

#### **Urgent Matters**

##### **Recent Police Crime Report**

It was noted that the recent police report for the Ward showed an increase in break-ins in the area. These were mainly out houses and sheds.

### **20/005**

#### **Report from District Councillor Bush**

##### **Community Initiative**

District Cllr Bush reported that the Community Initiative in Great Oakley is growing and now includes Little Oakley and Wix. Over 30 volunteers help in areas such as collecting prescriptions, shopping and food support. Donations have been received from residents and Tendring District Council. VE grocery boxes were also distributed throughout the Ward. Cllr Nicholls added that Harwich Helps were supplying hot meals and had supplied 9 to Little Oakley. It was felt that some volunteers without a specific role may be able to help in the Ward. District Cllr Bush will liaise with Cllrs Nicholls and Lane.

##### **Updates from Tendring District Council**

Regular updates are being received from Tendring District Council including help for businesses who may be suffering due to the Covid-19 restrictions. Help is available for any companies who pay business rates, small businesses may be eligible to receive up to £10,000 businesses and large businesses up to £25,000.

##### **Weeley Crematorium**

Weeley Crematorium is open with time slots removed at the start of the restrictions being re-instated. However there are no plans to increase the number as this would put pressure on the equipment. Colchester crematorium and Seven Hill crematorium in Ipswich have increased their hours.

## 20/006

### Report from County Councillor Erskine

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

## 20/007

### Clerks Report

**Noticeboards** – These are being updated with the latest agency details as often as possible and when space allows. Notices are also being posted onto the website.

**Training** – The GDPR on-line course has now been received and can be started at any time. Completion must be within 12 months.

**RCCE** – Membership has been applied for with a review in March 2021

**Grounds Maintenance** - this has continued to be provided with the church yard vegetation at the church yard being cut back recently.

## 20/008

### Planning - Applications

**20/00433/FUL** – 15 Harwich Rd, demolition of existing garage and building of replacement. Although the replacement is larger it was felt this was in keeping with the area although there were some doubts as to why there are Velux windows. It was suggested that a condition is added stating the replacement is to remain a garage in future. This went to a vote

Support application with condition 4 votes

Support application without condition 2 votes

It was **RESOLVED** to support the application with the condition added

**20/00512/FUL** 64 Rectory Rd, single storey side extension. The extension does not overlook any other properties, is in keeping with the rest of the house and has no impact on the street scene. It was **RESOLVED** to support this application.

**Hammond Drive area** – update. A resident who will be very badly affected should the new development go ahead contacted Cllr Bush who is looking into their concerns. It was reported that Tendring District Council are looking upon this as a larger development and not several smaller ones therefore would need properties to use as affordable housing. There could also be problems regarding the dis-used footpath.

## 20/009

### Finance Report

#### Account Balances

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

Current Acct £7963.53

Savings Acct balance including Precept on 9<sup>th</sup> April was £36787.90

Precept transferred to Current Acct on 27<sup>th</sup> April

1<sup>st</sup> May balance for Savings Acct (minus Precept)

Savings Acct £28152.90

These figures include the new reserve values

#### Expenditure for May

Expenditure for the month of May £819.09. This includes the insurance policy which must be with Came and Company before 1<sup>st</sup> June. No other quotes were sought as we are in a two year contact with them

Payment to	Details of Payment	Net	Vat	Gross
A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE	Electricity Supply	£63.82	£3.18	£67.00
Mrs J Sands	Clerk's Salary			£200.00

**Reserves**

Playground	£10,000
Website	£ 560 – £300 used to cover new website
Street Lights	£ 1,000
Office Equipment	£ 500
Chairman's Discretionary Fund	£ 500
Recreation Space	<u>£ 5,000</u>
Total Reserves	£17,560

It was reported that the precept included an extra payment due to the grant being made available as a one off payment after precepts had already been applied for.

It was **RESOLVED** to accept the payments list for May and these will be signed at the next available meeting in the Millennium Room.

Proposed Cllr Hunnaball

Seconded Cllr Bush

**20/010****Review and Adoption of Policies****Standing Orders**

Councillors received the updated Standing Orders for review prior to the meeting. It was **RESOLVED** to adopt these.

Cllr Bush suggested a Governance Committee be set up to review all policies and report back to Full Council. This was agreed and Cllrs Bush, Attrill and Nicholls will form the Committee. The next policy to be reviewed is the Complaints Procedure.

**20/011****Meeting Dates**

Additional dates were suggested to take the meetings up to and including the Annual Parish Meeting and Annual Parish Council meetings. These are

January 13<sup>th</sup> 2021 Full Council

February 10<sup>th</sup> Full Council

March 10<sup>th</sup> Full Council

April 14<sup>th</sup> Full Council

May 5<sup>th</sup> – Finance Committee

May 12<sup>th</sup> – Annual Parish Assembly (formally Annual Parish Meeting) followed by the Annual Parish Council Meeting to elect the Chairman, Vice Chairman and agree the responsibilities of Councillors. This will then be followed by a Full Parish Council meeting.

There are to be no meetings in August and December

It was **RESOLVED** to accept these dates and the Clerk will make the bookings.

**20/012****Covid-19 Volunteer Groups**

This has been covered in the report from District Cllr Bush (Minute no 20/005). Cllr Nicholls added that Harwich Helps is running very well at present and that there is some crossover with NEST run by Les Nicholls. It was discussed that there may be some way of putting all the various volunteer support groups together once the restrictions are lifted and carrying on the support.

**20/013**

**Litter Pick**

These have been postponed due to the restrictions. Equipment will be purchased once the restrictions are lifted.

**20/014**

**Oakridge to the Memorial Club Footpath**

The Memorial Club were contacted and are kindly letting the Parish Council use some of their materials to level the worst of the drops in the footpath. Cllrs Attrill and Griggs will go along to do this when able to and Cllr Hunnaball will use a machine to help bind the path.

**20/015**

**Dog Waste Bins**

Tendring District Council have now removed the damaged bin from near Bayview Crescent and installed a new bin on the Bridleway sign post on Foulton Hall corner. Cllr Griggs will monitor the bin fixings as it is only held on by two cable ties

**20/016**

**Playground Bench**

The Clerk received a quote for a steel bench but after discussions it was thought that a different type of bench made of recycled plastic but looking like wood more in keeping. The Clerk will obtain a quote for the next meeting.

**20/017**

**Playground inspection**

The playground inspection has recently been carried out with very little change to the previous inspection. Repairs and repainting of equipment were discussed and it was **RESOLVED** that Cllr Attrill will look at quotes for the painting of the swings and springs of the horse and tractor. Springs will also be re-aligned. The damaged railing will be repaired once the playground is able to be opened.  
All agreed

**20/018**

**BT Kiosk**

This is still ongoing.

**20/019**

**Items for the next Agenda**

All ongoing items from the Meeting will be carried forward onto the next agenda  
No other items were put forward

**20/020**

**Date and Time of next meeting**

Wednesday 2<sup>nd</sup> June – this may be held remotely depending on the latest government advice regarding the Covid-19 virus

**The Chairman closed the meeting at 20.37**

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