

Little Oakley Parish Council

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Minutes of the Parish Council Meeting held on Wednesday 13th January 2021

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

The Meeting started at 7.03 pm

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

Also Present: Jeanette Sands (Clerk/RFO)

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

20/123

Apologies for Absence

Cllr Nicholson gave her apologies. The apologies were accepted by all

20/124

Declaration of Pecuniary and Non Pecuniary Interests

Cllr Attrill declared an interest in Agenda item 18. A Dispensation Request Form had been received by the Clerk and duly signed.

20/125

Minutes of the Previous Meeting

The Minutes from the November meeting were accepted as a true record by all Councillors and will be signed once normal meetings resume.

20/126

Urgent Matters

There were no urgent matters

20/127

Public Speaking

No members of the public had requested to join the meeting therefore there was no public speaking.

20/128

Report from District Councillor Bush

District Cllr Bush reported that the numbers of reported cases of Covid 19 are increasing in the Tendring area, however this may be expected as more testing is carried out. Clacton Leisure Centre is open for the general public to collect a PCR test if they are symptomatic or asymptomatic.

Planning Policy and Local Planning Committee – Section 1 has now been accepted to go forward with Tendring and Colchester borders. Funding has also been secured for a link road between the A120 and Elmstead Market. Essex County Council (ECC) will submit this application. Section 2 is the Local Plan and this will be examined in February during a five day hearing. This will give more control over future planning to Tendring District Council (TDC).

The Citizens Advice Bureau have commented that their number of cases have decreased since lockdown with a significant drop in the Wix and Oakleys Ward (46 cases dropping to 27)

TDC Infrastructure – IT. Due to a move to a different provider for remote meetings all laptops are to be changed. Laptops no longer in use will be distributed to schools.

The large amount of roadside litter on the A120 from Horsley Cross to the Clacton and Colchester turn offs were discussed, District Cllr Bush advised he will follow this up with fellow District Cllrs to Highways England.

20/129**Report from County Councillor Erskine**

No report was received.

20/130**Clerks Report (previously circulated)****Police Street Meet**

These have been re-introduced, the first one being held on January 16th between 2.00 and 3.00 outside Little Oakley Memorial Club. This was put onto the website, Facebook page and noticeboards but the event has now been cancelled due to the lockdown restrictions.

Playground Gate

Playquip are looking at this again

S106 money for bench

Still awaiting reply. **Update** – this has been agreed and TDC have been invoiced.

Trees close to overhead cables

A chase up email has been sent

Trees on farmland

Mr Stock has been contacted and the matter is still ongoing.

Correspondence regarding spelling of Bayview Crescent

A resident has queried the change from Bayview to Bay View on the street sign. TDC have been emailed for advice.

Reinstatement of Post Box on Rectory Road

Another email chasing Customer Services has been sent along with copies of the previous emails which include the Chairman's email.

20/131**Finance Report (previously circulated)****Account Balances**

1st January the accounts balances were

Current Acct £11972.94

Savings Acct £28182.68

These figures include the reserve values in the savings account

Confirmed Payments for November

| Payment to | Details of Payment | Net | Vat | Gross |
|-------------------|-----------------------------------|---------|--------|---------|
| A & J Lighting | Monthly Maintenance | £34.38 | £6.88 | £41.26 |
| SSE | Electricity Supply | £67.65 | £3.37 | £71.02 |
| Mr D Attrill | Reimbursement for Zoom | £11.99 | £2.40 | £14.39 |
| Mrs J Sands | Reimbursement for Wreath | £21.98 | £0.00 | £21.98 |
| Mrs J Sands | New keyboard and stand | £28.98 | £0.00 | £28.98 |
| Mr A Thomas | Installation of signs & materials | £232.00 | £0.00 | £232.00 |
| Accent Stationers | Paper | £3.75 | £0.75 | £4.50 |
| Mrs J Sands | Clerks Salary | £200.00 | £0.00 | £200.00 |
| | Totals | £600.73 | £13.40 | £614.13 |

Confirmed Payments for December

| Payment to | Details of Payment | Net | Vat | Gross |
|----------------|---------------------|--------|-------|--------|
| A & J Lighting | Monthly Maintenance | £34.38 | £6.88 | £41.26 |

| | | | | |
|-------------------|------------------------|---------|--------|---------|
| SSE | Electricity Supply | £62.53 | £3.11 | £65.64 |
| Mr D Attrill | Reimbursement for Zoom | £11.99 | £2.40 | £14.39 |
| Mr D Attrill | Reimbursement for Gift | £100.00 | £0.00 | £100.00 |
| VCS | Website Hosting | £50.00 | £0.00 | £50.00 |
| SLCC | Annual Membership | £80.00 | £0.00 | £80.00 |
| Accent Stationers | Paper and Cartridges | £53.74 | £10.75 | £64.49 |
| Mrs J Sands | Clerks Salary | £200.00 | £0.00 | £200.00 |
| Bank Charges | | £18.00 | £0.00 | £18.00 |
| | Totals | £610.64 | £23.14 | £633.78 |

Expenditure for January paid to date and expected payments.

| Payment to | Details of Payment | Net | Vat | Gross |
|--------------------------|------------------------|---------|--------|---------|
| A & J Lighting | Monthly Maintenance | £34.38 | £6.88 | £41.26 |
| SSE ** | Electricity Supply | £67.65 | £3.37 | £71.02 |
| Mr D Attrill | Reimbursement for Zoom | £11.99 | £2.40 | £14.39 |
| Accent Stationers | Paper and Cartridges | £53.74 | £10.75 | £64.49 |
| Mrs J Sands | Clerks Salary | £200.00 | £0.00 | £200.00 |
| Mr A Thomas | Grounds Maintenance | £200.00 | £0.00 | £200.00 |
| Mrs J Sands | Reimbursement Postage | £6.70 | £0.00 | £6.70 |
| Playground Inspection Co | Playground Inspection | £52.50 | £10.50 | £63.00 |
| | Totals | £626.96 | £33.9. | £660.86 |

Proposed Expenditure for February – this is subject to change

| Payment to | Details of Payment | Net | Vat | Gross |
|----------------|------------------------|---------|--------|---------|
| A & J Lighting | Monthly Maintenance | £34.38 | £6.88 | £41.26 |
| SSE ** | Electricity Supply | £67.65 | £3.37 | £71.02 |
| Mr D Attrill | Reimbursement for Zoom | £11.99 | £2.40 | £14.39 |
| Mrs J Sands | Clerks Salary | £200.00 | £0.00 | £200.00 |
| | Totals | £314.02 | £12.65 | £326.67 |

** awaiting invoice therefore values may differ

It was **RESOLVED** to approve the January payments

Proposed: Cllr Attrill

Seconded: Cllr Bush

The Clerk advised a refund for VAT for Quarter 3 from HMRC and the Precept from TDC have been requested. All Payments lists from April until the end of December have been signed off by the Chairman and Vice Chairman.

Scribe – the proposal to move the financial documents to Scribe Accounts was discussed. It was **RESOLVED** not to move to Scribe due to the costs involved.

20/132

Policy Review – Financial Regulations

The Governance and Policy committee have reviewed the Financial Regulations and agreed some minor changes. It was **RESOLVED** by full Council to adopt the revised Financial Regulations.

Proposed: Cllr Attrill

Seconded: Cllr Bush

The Social Media Policy will be reviewed and presented for adoption at the February meeting.

20/133

Climate Emergency/Crisis plans plus Climate Carbon Footprint

At present there are groups in TDC working with consultants regarding reaching a net zero carbon footprint. It was **RESOLVED** to add details of the services and grants available to help residents to the website. It was **RESOLVED** Cllr Attrill will update the website and Facebook page with these details.

Recycling of glass and plastic items along with the suitability of the red and green recycling bins were discussed. Wheelie bins were thought to be the better option as the boxes are thought too small for families. It was **RESOLVED** to write to TDC regarding the items discussed.

20/134

Planning – Applications and Determinations from November meeting onwards

Applications

20/01698/DISCON Hammond Drive

Discharge of condition 3 (landscaping) and condition 13(construction method statement)

Highways/Environmental and Tree Officer all agreed the conditions can be discharged.

It was **RESOLVED** the Parish Council would make no comment.

20/01693/TPO 96 Rectory Road

To remove one Ash tree due to disease and reduce two x Oak trees by 1.5 metres. It was **RESOLVED** the Parish Council will record a decision of Neutral for this application.

20/01457/FUL – St Clair's

Alternations to design of extension of main dwelling and cart lodge. This includes a slight increase in the size of the entrance porch and accommodation being added to the upper floor of the cart lodge. It was **RESOLVED** the Parish Council will record a decision of Neutral for this application

Determinations

20/01533/FUL 64 Rectory Road

Single storey side extension - Full approval was given on 23rd December 2020

20/01301/FUL 36 Harwich Road

First floor rear extension and porch to front -Full approval was given on 17th November 2020

20/01207/FUL 15 Bayview Crescent

Subdivision of plot and erection of new dwelling – the plans have changed to move the new dwelling further away from the neighbouring property. Full approval was given on 5th January 2021

20/00917/FUL – Barn, Rectory Road

Conversion to a new dwelling – An ecological appraisal was carried out in September 2020. Full approval was given on 13th November 2020

20/00845/LBC BT Kiosk Harwich Road

Approval for Listed Building Consent was given on 8th December 2020

20/00685/FUL – 74 Harwich Road

Two storey side extension – concerns had been raised regarding the extension overlooking the neighbours garden. As the first floor is not in regular use during daytime hours full approval was given on 26th November 2020

20/135

BT Kiosk

Listed Building Consent has been given and the electrician has been contacted to go ahead with the works. The Insurers were contacted and advice given regarding any problems due to vandalism or accidents. A Bare

Licence will be put in place giving both parties the chance of either handing back to the owner or the owner requesting the kiosk be handed back.

20/136

Scrubland/ Recreation Ground

This is at the stage where the Parish Council need to define how they wish to use the land. It was **RESOLVED** Councillors would put forward their ideas to be discussed at the next meeting where a strategy will be formulated. The Clerk will be the point of contact for this.

20/137

Footpaths and Horse Manure Heap

Councillors have reviewed the areas concerned. Essex County Council (ECC) are responsible for the footpath, it was **RESOLVED** to contact ECC to look into this. The problem of the filled in pond/manure heap is the landowners responsibility and a letter will be addressed to Ramsey Parish Council to bring their attention to this.

20/138

Playground Maintenance (report previously circulated)

It was **RESOLVED** that no further action is required as all items in the report are either very low or low risk.

20/139

Essex Wide Bus Shelter Project

Essex County Council (ECC) require details of all Parish Council owned bus shelters. Any shelters situated on the highway need to be licensed with Essex Highways. It was **RESOLVED** Cllr Attrill will apply for the missing consents.

20/140

Pay Rates

Pursuant to sub-section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting was closed to the press and public for the transaction of the under-mentioned business

Pay Rates – the meeting was closed at 20.45

20/141

Items for the next agenda

All items still ongoing from the meeting

20/142

Date and Time of Next Meeting

This will be held on Wednesday 10th February starting at 7.00. This will be using the Zoom platform unless otherwise advised.

The Chairman closed the meeting at 21.13