

Little Oakley Parish Council

Email: clerk@littleoakleypc.org.uk

Minutes of the Parish Council Meeting held on Wednesday 14th January 2026 in the Millennium Room, St Michael's Church, Ramsey starting at 7:15pm.

Ms Lucy Ballard
Clerk and Responsible Finance Officer

Present: Cllrs Coates (Chair), Attrill, C Aubrey, Griggs, Harbour, Lane, Pearce and Sanderson.

Also in attendance: Lucy Ballard (Clerk/RFO)

Members of the Public: There were no members of the public present.

25/086 Public Announcements

There were no public announcements. Cllr Coates introduced the new clerk to the meeting.

25/087 Apologies for Absence

Apologies for absence were received from Cllr J Aubrey owing to work commitments. It was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED** to accept apologies and reasons for absence. District Councillor Bush and County Councillor Land had also offered their apologies.

25/088 Declarations of Interests

Cllr Attrill declared an interest in Item 11 (St Mary's Churchyard) as the quote comes from a personal friend.

25/089 Signing of the Minutes

It was proposed by Cllr Attrill, seconded by Cllr Pearce and **RESOLVED** to approve the minutes of the Full Council Meeting of Wednesday 12th November 2025 as a true record.

25/090 Public Speaking

There was no public present.

25/091 Report from District Councillor Bush

No report due to absence.

25/092 Report from County Councillor Land

Whilst Cllr Land was absent, Cllr Coates reported on her meeting with him on Monday to discuss the encroachment of land at the Oakley Coronation play area and the inaction of Essex Legal Services in addressing the concerns raised over this issue. Cllr Land agreed to follow this up through member services. The Local Government Reorganisation proposal has been submitted by ECC with their preferred option of a three-unitary council model and a decision will be made by Government in February. The consultation is still open and members were invited to submit their individual comments should they wish.

ECC have confirmed they will not be calling for the elections, scheduled for May 2006, to be postponed.

25/093 Finance

Previously circulated.

- It was proposed by Cllr Coates, seconded by Cllr Griggs and **RESOLVED** to approve the retrospective direct debits for November and December 2025 and authorise the payments and expenses for January and projected payments for February 2026, including the outstanding invoice from Lambert Smith Hampton which was previously withheld owing to a dispute.
- There was no requirement for any funds to be transferred from the saver account to facilitate the above payments.
- Cllr Attrill provided an update on the CIF application, which was submitted on 19th November for the sum of £6992 for a youth shelter. 27th February is the deadline for informing applicants and this will be reported on at the March meeting.

25/094 Planning Applications

[25/01778/FULHH - 20 Harwich Road Little Oakley Harwich Essex CO12 5JF](#) - Householder Planning Application - Single storey side/rear extension. The property next door only has a high window on the side so little impact. The footprint is no larger than that of the property next door.

To submit a comment of **No objection with a 'support' stance.**

[25/01742/NMA - Land Between Barn Cottages and Walcot Harwich Road Little Oakley Essex](#) - Non Material Amendment to 24/00224/FUL - Change of horizontal timber cladding to rear, to render.

This application was **noted** since it was determined on 9th December.

[25/01694/FUL - Land off Hammond Drive Ramsey Essex CO12 5FF - Planning Application](#) - Two detached bungalows and a single garage with associated parking and private amenity areas. Environmental have imposed conditions and require a watching brief and are looking to noise control.

To submit a comment of **Objection on the grounds of the application being a back-land development and an overdevelopment, which alters the semi-rural feel of the village and which places an extra strain on the adjacent Mayes Lane, which already struggles to support the increasing volume and speed of traffic since, in part, there are no pavements. A previous application for a large number of properties on this site had been refused and approval of this application would result almost in that same number being reached. The council does however support the comments/requirements of Environmental Protection in relation to the measures to be taken to address any potential contamination and should the application be approved, would ask the planning authority to ensure that the rear window, which faces the boundary with the neighbouring property, is adequately obscured.**

To confirm to the planning authority that the property site is in Little Oakley and not Ramsey.

Determinations

[25/01742/NMA - Land Between Barn Cottages and Walcot Harwich Road Little Oakley Essex](#) - Non Material Amendment to 24/00224/FUL - Change of horizontal timber cladding to rear, to render.

Noted

25/095 Oakley Coronation Park

- Members received an update on the issues surrounding the play area. Cllr Coates confirmed that following contact with Ellisons, the Parish Council wouldn't be within their rights to withhold rent on the basis that the accessway is potentially invalid.

County Councillor Land has taken this issue up on the council's behalf and talked to the agent for Essex Legal Services to address the fence encroachment onto the land leased by the council and a member of the team will carry out a site visit to investigate. The other issue is the right of way/access. The clerk agreed to chase Lambert Smith Hampton for a site visit as previously promised.

- Members also discussed whether to continue the current arrangement for grass cutting at the park. The current contractor would freeze the cost for this year on the basis that a 3-year term could be agreed.

It was proposed by Cllr Coates, seconded by Cllr Attrill and **RESOLVED** to continue with the current arrangement with Great Oaktree Land Services Ltd commencing in 2026 at £120 per cut for 12 cuts per year (March-October) for a period of 3 years with annual reviews.

- Members perused 2 further options in relation to anti-rabbit fencing, to compare against that which was received at the previous meeting. The proposed fence would either be attached to the existing school fence (with their permission) or placed separately, although the latter is the costlier option. It was suggested the works were more likely to comply with playground inspection standards than the other contractor. Option 1 was considered preferable but it was considered that a meeting with the school would be needed before agreeing to proceed. Send a copy of the spec to the school and request a site meeting with the head teacher and Cllr Coates and wish to engage with school council to seek ideas in relation to extending the equipment on the play area. Cllr Coates proposed, Cllr Pearce seconded and it was **RESOLVED** to write to St Michael's School, sending a redacted copy of the preferred spec and inviting the headteacher to a site visit with and to further seek engagement with the school council to discuss ideas for possible future additions to the play area.

25/096 St Mary's Churchyard

Members discussed a quotation received for the clearance of the churchyard and it was proposed by Cllr Coates, seconded by Cllr Lane and **RESOLVED** to accept the quotation from Ashley Thomas of £130 for initial clearance to facilitate better access, plus an additional £25 per quarter for ongoing maintenance of the area.

Members talked further about the provision of a bench and whether any others in the parish might be able to be relocated. It was agreed to discuss this at a later date, following clearance.

25/097 Lodge Road/Memorial Club Drainage Ditches

Cllrs Coates briefed members following a meeting with the Little Oakley Memorial Club regarding the drainage ditches. The club were aware of the issues and accepted it was their responsibility and they would address this in due course. It was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED** to respond to the resident to confirm that enquiries have been made with the memorial club who has agreed to take the necessary action.

25/098 Recycling Areas, Lodge Road

The clerk has received no communication from TDC of their plans to repair the fencing or the timescale thereof. The clerk agreed to chase up a response. The memorial club had suggested they may upgrade the access lane but this will have no bearing on the recycling provision.

25/099 Electricity

The clerk has received no further communication from SSE to detail how the parish council's usage is calculated, however it appears that the two supplies have been merged. Cllr Harbour agreed to take a look again and contact the supplier to discuss. The clerk would provide the latest bill to facilitate this.

25/100 Items for Next Agenda

Memorial club as a potential meeting venue
Recycling area, Lodge Road
Financial Regulations
IT Policy adoption
LOPC gov.uk domain name
Traffic in Mayes Lane

25/101 Exclusion of Public and Press

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

- Personnel – Clerk and RFO Appointment

The public part of the meeting was concluded at 8.52pm.

Date, Time and Venue of Next Meeting

Wednesday 11th February 2026, 7:15pm – Full Council