

Little Oakley Parish Council

Email: clerk@littleoakleypc.org.uk

Minutes of the Parish Council Meeting held on Wednesday 13th July 2022 in the Millennium Room, St Michael's Church, Ramsey starting at 7:00pm.

Emma Haward

Clerk and Responsible Finance Officer

Tel: 07534172696 Email: clerk@littleoakleypc.org.uk

Present: Cllrs Attrill (Chairman), Coates, Griggs and Hunnaball (19:08).

Also Present: Emma Haward (Clerk/RFO).

Members of the Public: One member of the public was in attendance.

22/042 Public Announcements

None.

22/043 Apologies for Absence

Apologies were received from Cllrs Bush and Lane, and accepted by all.

22/044 Declarations of Interest

Cllr Coates declared a personal interest in **Item 10** of the agenda, **Planning Application**

22/00888/FUL – Land to the rear of The Old Rectory, Rectory Road, Little Oakley, Harwich CO12 5LB due to being an adjacent neighbour to the site.

Cllr Coates also declared a personal interest **Item 11 - Rectory Road Dog Walking Field** – due to being an adjacent neighbour to the site.

22/045 Signing of the Minutes

It was proposed by Cllr Coates, and seconded by Cllr Griggs, and RESOLVED that the minutes from the Full Council meeting on 8th June were accepted as a true record and duly signed.

22/046 Public Speaking

A member of the public spoke against a Planning Application which was not on the agenda and therefore, no decisions were agreed or actions made.

Cllr Hunnaball attended the meeting at 19:08.

22/047 Report from District Councillor Bush

No update due to absence.

22/048 Report from District Councillor Land

No report due to absence.

22/049 Clerk's Report

Report previously circulated.

22/050 Finance Report and Expenses

Report previously circulated.

It was RESOLVED to accept the payments and expenses for July and August. They were duly checked and signed by two Councillors as being correct.

It was also RESOLVED to transfer £2,000 from the Savings Account to the Current Account.

22/051 Planning

Applications

22/00888/FUL – The Old Rectory, Rectory Road, Little Oakley Harwich CO12 5LB (Proposed retention and relocation of stables and the erection of a tack room in association with the use of the land for equestrian purposes):

Cllr Coates previously declared a personal interest in this application and therefore, withdrew from participating in the deliberations and decision-making for this application. Cllr Coates left the meeting.

It was proposed by Cllr Attrill, and seconded by Cllr Griggs that the Parish Council objects to the above Planning Application. Clerk to submit comments on behalf of the Parish Council to the Planning Portal.

Cllr Coates returned to the meeting.

22/00988/FULHH – 6 Lodge Road, Little Oakley, Harwich CO12 5ED (Proposed single storey side extension (following demolition of existing structure), provision of new boarding and render to existing house)

It was proposed by Cllr Attrill, and seconded by Cllr Griggs and RESOLVED that the Parish Council support the above Planning Application. Clerk to submit comments on behalf of the Parish Council to the Planning Portal, raising concerns with the design aspect of the application.

22/00795/FULHH – 19 The Hornbeams, Little Oakley, Harwich CO12 5NL – Proposed log cabin in the back of the garden measuring 4 metres x 6 metres.

It was proposed by Cllr Attrill, and seconded by Cllr Hunnaball, and RESOLVED that the Parish Council support the above Planning Application. Clerk to submit comments, bringing to light the issues of parking, on behalf of the Parish Council to the Planning Portal.

Determinations

22/00849/HHPNOT – 74 Harwich Road, Little Oakley, Harwich CO12 5JE (Proposed erection of a single storey, flat roofed sunroom (3.5m depth and 2.3m height) – *Prior approval not required and a decision was made by the Planning Committee on 20th June.*

Noted.

22/052 Rectory Road Dog Walking Field

Cllr Coates previously declared a personal interest in this item and therefore, withdrew from participating in deliberations and decision-making for this item. Cllr Coates left the meeting.

It was proposed by Cllr Attrill, and seconded by Cllr Hunnabal and RESOLVED that the Clerk contacts Planning Enforcement to ask if a planning application is required for change of use and for further information around plans for the site.

Cllr Coates returned to the meeting.

22/053 Proposed Lodge Road Recreation Ground

Cllr Coates advised that completion of a standard client care letter was required. Cllr Coates to complete and distribute to the Parish Council for information.

It was confirmed that three quotations have been sought for the purchase and installation of play equipment on site. Cllrs Attrill, Griggs and Bush to convene in the near future to examine options available to bring back to the Parish Council in September.

22/054 Little Oakley Sea Wall Realignment Planning Application

A site meeting is due to take place with officers from Hutchinson Environmental Team and Natural England tomorrow, Thursday 14th July.

RG visited a similar sea wall realignment scheme in Trimley St Mary, and presented a leaflet highlighting the Trimley Circular Walk and the footpath continuing on the top of the seawall. Questions will be asked tomorrow in relation to the management of the site.

The Parish Council expressed its thanks to Cllr Griggs for investigating the scheme at Trimley St Mary.

No further action to be taken.

22/055 Multi-use Waste Bins

Correspondence has been received from TDC Waste Team to advise that a stock of multi-use bins are available. Costs have changed thus follows:-

Glasdon Jubilee Floor Mounted Plastic Litter Bin £387.28+VAT per bin with an additional installation cost of £100 per bin.

It was proposed by Cllr Attrill, and seconded by Cllr Griggs and RESOLVED that the multi-use bins are purchased and replaced as per the below locations:-

- Corner of Oakridge/Rectory Road – Dog bin to be removed.
- Corner of Oakridge Green – Replacement multi-use bin.
- Between Lodge Road and Memorial Club lane - Dog bin to be removed.
- Memorial Club car park near Essex Way footpath into field - Replacement multi-use bin.
- Clacton/Colchester bound bus stop at the bottom of Seaview – new multi-use bin.

Clerk to contact TDC Waste Team to arrange purchase and installation.

22/056 LED Lighting

On 4 July, A&J Lighting undertook an Annual Maintenance Inspection for 2022, this was previously circulated. It was noted that opposite 97 Gunnerside, a new pole bracket was replaced and that opposite 70 Rectory Road, a telephone pole had been replaced but the light was missing.

It was RESOLVED that the Clerk contacts UK Power Network to replace the light.

22/057 Book Exchange Kiosk

It was noted that the kiosk door closing mechanism was damaged and dangerous. A notice has been placed to advise that the door will slam upon closing. Cllr Attrill has approached various businesses to ask for assistance.

It was agreed that if no local businesses can assist, that the mechanism be taken to A.C Lee to be fixed. If no contact has been made by next week, it was agreed to temporarily close the kiosk for maintenance.

22/058 Rectory Road Post Box

On 20th June, correspondence was received from Royal Mail Group, reiterating that they would not be reinstalling the former post box due to another post box being within 0.5m, and did not provide details for Ofcom.

On 29th June, the Clerk contacted Ofcom directly asking for their complaint's procedure.

22/059 Drainage Ditches, Rectory Road

On 3rd July, correspondence was received on behalf of East Newhall Farm asking for more details in relation to the concerns raised. On 11th July, the Clerk responded with photos and a map highlighting the drainage ditches.

22/060 War Memorial

A quotation is being sought from Woodford Stone to be able re-letter the war memorial. A grant pre-application for the maintenance of the war memorial was submitted to the War Memorial Trust. Correspondence has since been received to advise that part of the Parish Council's application is eligible for the grant.

No further action required.

22/061 Governance and Policy Documentation

It was proposed by Cllr Attrill, seconded by Cllr Coates, and RESOLVED that the Grievance Policy be adopted.

It was proposed by Cllr Attrill, seconded by Cllr Griggs, and RESOLVED that the Disciplinary Policy be adopted.

22/062 Items for Next Agenda

- Equality and Diversity Policy
- Dignity at Work Policy

22/063 Date, Time and Venue of Next Meeting

Full Council Meeting, Wednesday 14th September 2022, Millennium Room, St Michaels Church, Ramsey at 7:00pm.

Meeting concluded at 20:37.