

## ***Little Oakley Parish Council***

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Minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> July 2024 in the Millennium Room, St Michael's Church, Ramsey starting at 7:00pm.

Emma Haward

Clerk and Responsible Finance Officer

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**Present:** Cllrs Attrill (Chairman), C Aubrey, J Aubrey, Coates, Harbour, Lane (*except minute 24/042*), Pearce and Sanderson.

**Also in attendance:** District Cllr Mike Bush, Emma Haward (Clerk/RFO)

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

### **24/033 Public Announcements**

There were no public announcements.

### **24/034 Apologies for Absence**

Apologies for absence were received by Cllrs Griggs and Sanderson, and accepted by all.

### **24/035 Declarations of Interests**

Cllr Lane declared an interest in Planning Application **24/00833/FULHH - Stowford House 99**

**Harwich Road Little Oakley Harwich**, due to being the applicant and therefore, left the meeting for this item.

### **24/036 Signing of the Minutes**

It was proposed by Cllr Attrill, seconded by Cllr Lane, and RESOLVED to approve the minutes of the Full Council Meeting on 12<sup>th</sup> June 2024.

### **24/037 Public Speaking**

There were no public speakers.

### **24/038 Report from District Councillor Bush**

- Tendring Council's Cabinet Members signed off on the next phase of the waste and recycling contract for 2015 which will be going out to tender in August this year with a deadline of November 2024.
- The new PSPO dog fouling policy will be live from 1<sup>st</sup> August 2024.
- Cllr Bush received a complaint regarding an eviction in Rectory Road where a car was moved from the back garden to the front of the house.
- With the change of government, the distribution of funding for Freeport East is unclear but Cllr Bush will continue to keep the Parish Council informed.
- The final document has been proposed for the Tendring and Colchester Community Borders – it is anticipated that the new link road between the A133 and A120 will be approved in October.

- Cllr Bush has experienced issues relating to increased fly-tipping and containers available at the waste and recycling centre in Dovercourt, he advised that if Cllrs experience issues to use Essex County Council's reporting tool on their website.
- In relation to the parcels of land in which the Council plans to build on or sell – Bay View Crescent is currently within the development boundary but is safeguarded open space. However, Seaview Avenue has no legal constraints to build on and is within the development boundary.

#### **24/039 Report from County Councillor Land**

No report due to absence.

#### **24/040 Clerks Report**

Previously circulated.

Clerk wrote to resident to express thanks on behalf of the Parish Council for cutting their hedge which backs onto the footpath.

The Clerk also received a response from Colchester City Council with details of suppliers for Skylark signs placed in Colchester's countryside sites. It was agreed to discuss the potential of displaying Skylark signs at next Full Council meeting in September.

#### **24/041 Finance**

Previously circulated.

It was proposed by Cllr Attrill, seconded by Cllr Harbour, and RESOLVED to approve the payments and expenses for July. It was also proposed by Cllr Attrill, seconded by Cllr Coates, and RESOLVED to approve the proposed payments and expenses for August.

It was proposed by Cllr Attrill, seconded by Cllr Harbour, and RESOLVED to transfer £2,500 from the Savings Account.

The Clerk confirmed that the Parish Council's Accountability and Governance documents have been sent to PKF Littlejohn, for an External Audit.

#### **24/042 Planning Applications**

**24/00810/FULHH - 15 Harwich Road Little Oakley Harwich Essex** - Householder Planning

Application - Single storey side extension and first-floor rear extension.

The Parish Council agreed to hold a neutral position for this application.

**24/00833/FULHH - Stowford House 99 Harwich Road Little Oakley Harwich** - Householder Planning

Application - Construction of detached art studio.

Cllr Lane left the room.

The Parish Council agreed to support the application.

Clerk to submit comments to Planning Portal.

Cllr Lane returned to the meeting.

## **Determinations**

There were no determinations.

### **24/043 Electricity Contract**

The Clerk has opened a case with SSE to change the supply profiles from 'domestic' to 'business', this is essentially why suppliers were not able to provide quotes. Once these profiles have been amended, quotes can be sought for renewal at the end of the month. SSE also confirmed that there are two invoices as there are two supplies.

It was agreed to continue to liaise with SSE to change the supply profiles and obtain quotes from other suppliers.

It was agreed to accept the most cost-effective quote once received. Clerk to distribute quotations and contract details to all.

If quotations cannot be sourced before 31<sup>st</sup> July, it was agreed to proceed with SSE's Variable Business Rate for the foreseeable.

Clerk to also contact A & J Lighting to request details relating to LED street lights and their consumption.

### **24/044 Oakley Coronation Park**

Cllr Coates to send PlayQuip's risk assessment and fencing quote to Ellisons Solicitors to support the Parish Council's request for reimbursement of expenses.

Cllr Attrill to approach ECC land agents to request permissions to install fencing once competitive fencing quotes have been sourced.

### **24/045 Footpath Little Oakley FP8 from Memorial Club to Oak Ridge**

Deferred to the next meeting.

### **24/046 Memorial Club Playground**

It was proposed by Cllr Attrill, seconded by Cllr Coates, and RESOLVED to accept PlayQuip's quotation for the repair of the spring horse or its removal if it cannot be repaired.

### **24/047 Governance and Policy Documents**

#### **Review of Council's Grievance Policy**

It was proposed by Cllr Attrill, seconded by Cllr Pearce, and RESOLVED to agree the Council's Grievance Policy.

#### **Review of Council's Disciplinary Policy**

It was proposed by Cllr Attrill, seconded by Cllr Pearce, and RESOLVED to agree the Council's Disciplinary Policy.

### **24/048 Items for Next Agenda**

- Footpath Little Oakley FP8 from Memorial Club to Oak Ridge
- Electricity Contract Renewal/Switch
- Skylarks Signage
- Review of Equality and Diversity Policy
- Review of Dignity at Work Policy

**Date, Time and Venue of Next Meeting**

NO MEETING IN AUGUST - Wednesday 11<sup>th</sup> September 2024, 7.00pm - Full Council Meeting

Meeting concluded at 20.18pm.