

Little Oakley Parish Council

Email: clerk@littleoakleypc.org.uk

Minutes of the Parish Council Meeting held on Wednesday 10th September 2025 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 Coates (Chair), C Aubrey, J Aubrey, Griggs, Lane, Pearce and Sanderson.

Also in attendance: Emma Haward (Clerk/RFO)

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

26/032 Public Announcements

There were no public announcements.

26/033 Apologies for Absence

Apologies for absence were received by Cllrs Attrill and Harbour accepted by all.

26/034 Declarations of Interests

Cllr Lane declared an interest in Planning Application **25/01037/VOC - Stowford House 99 Harwich Road Little Oakley Harwich Essex CO12 5JA** due to being the applicant. She therefore withdrew herself from discussions relating to the application.

26/035 Signing of the Minutes

It was proposed by Cllr Coates, seconded by Cllr Pearce, and RESOLVED to approve the minutes of the Full Council Meeting of Wednesday 9th July 2025.

26/036 Public Speaking

There were no speakers present.

26/037 Report from District Councillor Bush

No report due to absence.

26/038 Report from County Councillor Land

No report due to absence.

26/039 Finance

Previously circulated.

It was agreed to approve the Clerk's salary increase and backpay in line with the National Joint Salary Scales 2025/26.

It was subsequently proposed by Cllr Coates, seconded by Cllr Pearce, and RESOLVED to approve the retrospective direct debits and payments and expenses for September 2025.

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

26/040 Planning Application

Applications

25/00971/FULHH - 89 Harwich Road Little Oakley Essex CO12 5JA - Householder Planning

Application - Alterations and extension to existing garage and side extension including new first floor extension. Single storey rear extension.

No comment – the application was granted approval on 1st August before being heard by the Parish Council.

25/01037/VOC - Stowford House 99 Harwich Road Little Oakley Harwich Essex CO12

5JA - Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved Plans) of application 24/00833/FULHH to allow insertion of high level clerestory windows.

It was agreed that the Clerk submits a neutral comment on behalf of the Parish Council for this application.

Determinations

25/00971/FULHH - 89 Harwich Road Little Oakley Essex CO12 5JA - Householder Planning

Application - Alterations and extension to existing garage and side extension including new first floor extension. Single storey rear extension (Full approval 1st August 2025)

Full approval granted 1st August 2025

25/00847/DISCON - Land Between Barn Cottages and Walcot Harwich Road Little Oakley Essex -

Discharge of conditions application for 24/00224/FUL - Condition 3 (RAMs), Condition 4 (Renewable Energy), Condition 8 (Residential Travel Plan), Condition 9 (Construction Methodology Statement), and Condition 11 (Window and Door Details) - (Approval - discharge of condition granted 4th August 2025)

Full approval granted 31st July 2025.

25/00920/LUPROP - 7 The Hornbeams Little Oakley Harwich Essex CO12 5NL - Application for a Lawful Development Certificate for proposed change of use from Class C3(a) to Children's Care Home (C2) for up to 3 children with a manager attending during business hours and 2 carers on a shift pattern (Lawful Use certificate granted 12th August 2025)

Lawful Use Certificate granted 12th August 2025.

26/040 Oakley Coronation Park

- As agreed at the previous meeting, Cllr Attrill submitted further information to the land agents, however, no response has been received – Cllr Coates to chase.
- It was noted that the grant application for the Rural Prosperity Fund was refused, the Parish Council expressed their thanks to Cllr Attrill for submitting the application.
- A permanent fence has been erected encroaching the border of the park – Cllr Coates to write to inform ECC.

26/041 Lodge Road/Memorial Club Drainage Ditches

A resident wrote to the Parish Council including images expressing concerns regarding the drainage ditches on Lodge Road. The Parish Council reviewed the latest images and it was agreed to determine who owns the lands and review at the next litter pick.

Clerk to contact Tendring District Council to seek ownership and ask to clear the vegetation.

26/042 Vacant Property of Rectory Road

A vacant property which has regularly fallen into disrepair has become a concern. It was agreed that the Clerk contacts Tendring District Council to provide an update.

26/043 Noise from Memorial Club Football Pitch

It was agreed that Cllr Lane keeps a diary of any noise nuisance and flood lights being lit to compare with planning regulations.

26/044 Remembrance Sunday Service

The Clerk has ordered a wreath, to update the Order of Service accordingly and arranged for a member of St Michael's Church to lead the service.

- Cllr Attrill to contact the bugler and Lieutenant Colonel.
- Cllr Attrill to speak to Ian Patterson to ensure information is accurate to be included in the Order of Service.

26/045 Parish Council Meetings

It was unanimously agreed to amend future Parish Council meeting times to 19:15.

Clerk to update meetings times on website and future publications.

26/046 Governance & Policy Documents

It was unanimously agreed to accept the Special Expenses 2025/26 as they stand for submission to Tendring District Council.

26/047 Items for Next Agenda

- Oakley Coronation Park – erected fence
- Noticeboards & Bus Shelters
- Remembrance Sunday Service
- Recycling Area, Lodge Road
- Donation to History Recorders

Date, Time and Venue of Next Meeting

Wednesday October 1st 2025 7:15pm - Finance Committee Meeting

Wednesday October 8th 2025 7:15pm - Full Council Meeting

Meeting concluded at 20:06pm.