

Little Oakley Parish Council

Minutes of the Parish Council Meeting held on Wednesday 13th April 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), Bush, Coates and Lane.

Also Present: Emma Haward (Clerk/RFO)

Members of the Public: No members of the public attended.

21/212 Public Announcements

The Chairman informed the Parish Council of the passing of Malcolm Steer on 12th March, a former Parish Councillor between 1980 and 2018. Cllr Attrill to send a letter of condolence on behalf of the Parish Council.

21/213 Apologies for Absence

Apologies were received from Cllrs Griggs and Hunnaball, and accepted by all.

21/214 Declarations of Interests

No interests were declared.

21/215 Signing of the Minutes

Proposed by Cllr Attrill, and seconded by Cllr Lane, it was RESOLVED that the Minutes from the Full Council meeting on 9th March were accepted as a true record and duly signed.

21/216 Public Speaking

There were no public speakers.

21/217 Report from District Councillor Bush

Cllr Bush previously contacted Parish Councillors with details in relation to the grant for TDC Members, there is potential for the Parish to apply for £250 towards Platinum Jubilee celebrations. Cllr Attrill to complete application.

Cllr Bush confirmed that he had called-in Planning Application 22/00250/FUL – Land to the South West of Hammond Drive, has written to the agent and raised concerns with the relevant Planning Officer.

21/218 Report from County Councillor Land

No update due to absence from meeting.

21/219 Clerk's Report

Previously circulated. Please see Appendix A.

21/220 Finance Report and Expenses

Previously circulated. Please see Appendix B.

It was RESOLVED to accept the payments and expenses for April. They were duly checked and signed by two Councillors as being correct. Proposed by Cllr Attrill, and seconded by Cllr Lane, it was also RESOLVED to transfer £2,000 to the Current Account to cover May expenses before the precept is received.

It was RESOLVED to agree the management of payroll for the Parish Clerk/RFO by Clacton Business Services at quarterly costs. Proposed by Cllr Coates, and seconded by Cllr Lane, it was also RESOLVED to accept the National Salary Award pay increase of 1.75% for the Clerk/RFO and back-date to contracted start date of 1st February.

Proposed by Cllr Coates, and seconded by Cllr Attrill, it was RESOLVED to make a charitable donation of £30 to the Harwich RNLI in memory of former Councillor Malcolm Steer.

21/221 Planning

Applications

No applications were received since the last meeting.

Determinations

21/01803/FUL 70-72 Rectory Road, Little Oakley, Harwich, Essex CO12 5LB – The conversion of one dwelling into two dwellings. In addition, a two-storey rear extension to both proposed dwellings following the demolition of the existing rear single storey extension. Full approval was given on 24th March with a number of conditions attached.

21/222 Proposed Lodge Road Recreation Ground

The Clerk explored the Parish Council's Public Liability Insurance, it was noted in the Clerk's report that the limit of indemnity for any one occurrence is £10 million.

Cllrs Attrill and Griggs met with a supplier on 31st March to prepare plans and quote of potential equipment for the site.

Cllrs Coates and Lane to submit for approval the grant application form for the Tendring Community Fund to the next meeting. Clerk to send Cllr Coates home address for future correspondence for the Parish Council.

21/223 Little Oakley Sea Wall Realignment Planning Application

It was agreed to approve Cllr Coates letter to Sir Bernard Jenkin MP, on behalf of the Parish Council (previously distributed) regarding the application and impact on agriculture land; to advise that Natural England are acting contrary to public interest as stated on their website and raise concerns regarding food security. In addition, to request a meeting to discuss the Parish Council's concerns.

21/224 Queen's Jubilee Big Lunch

Members of the Parish Council met with Little Oakley Memorial Club on Wednesday 30th March, it was agreed to hold the Big Lunch at the north end of the main football pitch on Sunday, 5 June between 12pm-3pm. Cllr Griggs to produce a poster for the local noticeboards, bus stops etc. Cllr Attrill to include information regarding the Big Lunch celebrations on the Parish Council website.

Cllr Attrill previously distributed details of Jubilee decorations. Cllr Coates suggested fabric bunting. It was agreed that Cllr Coates purchases fabric union flag bunting (30m) as an alternative.

21/225 Jubilee Planter

Following the Parish Council's decision to proceed with the purchase of a planter for the village, this has since been built and filled, located on the corner of the Memorial Club, Bay View Crescent and Lodge Road. Cllr Attrill obtained a quote of £18.41 + vat for a commemorative plaque for the Queen's Jubilee.

It was RESOLVED to purchase the commemorative plaque.

Following concerns raised by a resident, it was agreed that the Clerk contacts the relevant authorities to find the correct name of the road, currently 'Bay View Crescent'.

21/226 Multi-Use Waste Bins

It was RESOLVED to purchase three plastic multi-use litter bins to be placed at the following locations:

- Little Oakley Memorial Club near to the footpath. This is to be replaced with a multi-use (litter and dog waste) bin.
- At the opposite end of the greensward at Oakridge adjacent to the path, plus change over to multi use bin too.
- At the bottom of Seaview Avenue on the Clacton side of the road next to bus shelter. A new multi-use (litter and dog waste) bin.

21/227 Rectory Road Post Box

The Clerk wrote to the Royal Mail Group to request that the post box on Rectory Road be reinstated. The Royal Mail Group apologised however, this was not possible due to another post box being in the vicinity.

Clerk to follow-up contact Royal Mail Group including the informative details, and request the Complaints Procedure with OFCOM.

21/228 Bus Shelter Maintenance

Cllr Attrill sourced a quote for the two Oakley Cross bus shelters to be sanded and re-stained (inside and out).

Proposed by Cllr Attrill, seconded by Cllr Coates, it was RESOLVED to accept the quotation of £320 and proceed with the Oakley Cross bus shelter improvements.

21/229 New Village Sign

Cllr Land previously advised that Great Oakley Parish Council were not going to purchase an additional sign at Saltwater Bridge.

Cllr Attrill sourced a quote from Signs Made Easy to produce a welcome sign at Saltwater Bridge, and an additional quote for posts to be inputted.

Proposed by Cllr Attrill, and seconded by Cllr Coates, it was RESOLVED that a sign and posts are purchased and installed.

21/230 Trees at St Mary’s Church Yard

As noted in the Clerk’s report, the Clerk previously requested a contact from the Diocese for any issues that may arise whilst maintaining the churchyard.

Clerk to look at the Parish Council’s archives for further information.

21/231 Drainage Ditches, Rectory Road

The Clerk wrote to Ms Gillian Cullen, Director and Secretary at Hill Farm regarding the drainage ditches along Rectory Road to ask if there were any plans to restore the ditches to a functional state.

It has since been found to be an incorrect and out-of-date contact/address and the Clerk was asked to contact Morton Cullen directly and if necessary, hand-post the letter.

21/232 Documentation

It was RESOLVED that the Clerk/RFO purchases a new filing cabinet. It was also RESOLVED to offer the old filing cabinet to the local community.

Proposed by Cllr Attrill, and seconded by Cllr Coates, it was RESOLVED to accept the reviewed Standing Orders.

21/233 Items for the Next Full Council Agenda

No new items put forward.

21/234 Date, Time and Venue of Next Full Council Meeting

Wednesday 18th May 2022 in the Millennium Room, St. Michael’s Church, Ramsey, starting at 7.45pm.

The meeting closed at 20:27.

Signed Date