

Full Council Meeting Minutes

Minutes of the Full Council Meeting held on Wednesday 10th June 2026 at 7.30pm in the Little Oakley Memorial Club, Harwich Road, Little Oakley.

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

Clerk: Ms Lucy Ballard

Also Present: Essex County Councillor Jeff Bray

26/017 Public Announcements

The chairman announced that the Year End Internal Audit had been successfully completed and would be reported on formally at the next Finance Committee meeting in October.

26/018 Apologies for Absence

It was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED:** to accept the apologies from Cllrs C Aubrey and J Aubrey.

26/019 Declarations of Interest

None.

26/020 Signing of the Minutes

It was proposed by Cllr Coates, seconded by Cllr Griggs and **RESOLVED** to sign the minutes of the Annual Council Meeting held on 13th May 2026 as a true record.

26/021 Public Speaking

There were no public present

26/022 Report from District Councillor Bush

Not in attendance.

26/023 Report from County Councillor Bray

The newly-elected County Councillor was welcomed and he introduced himself and thanked the chair for the welcome. He relayed that the roles comes with a steep learning curve. He has Cabinet responsibility for Planning, Heritage, Arts and Culture, Regeneration and Tourism. Essex has issued a 'pot hole' emergency and the funds to facilitate the repairs. There's a 31,000 backlog which it's intended will be addressed by Christmas with a fair number being completed within the next 3 months. He referred to the surface dressing between Great and Little Oakley, which is likely to be carried out imminently.

SEND is also being addressed and the backlog in assessments has already been halved. They have removed the net zero initiatives under the previous administration at County but intend to address the issues in a more locally sustainable way. Any savings will be spent on other priorities. The reserving fee for library books has been abolished too. Their long-term intention is to harmonise council tax and not apply increases unless absolutely necessary. He invited any questions or information about Little Oakley. The chairman referred to the problems with the accessway implications at the Oakley Coronation Park and asked for Cllr Bray to take this on.

The clerk agreed to put Cllr Bray in touch with the County Council contact.

Cllr Harbour asked of his stance on the number of house builds intended for the area. Cllr Bray has worked previously to bring the number down and he feels the number announced by Government to be built will not be achieved and as such may not meet with the Local Plan.

There was further discussion about the Bathside Bay development, the Pylons project and Local Government Reorganisation.

26/024 Finance

- Members confirmed receipt of £7875 Lottery Grant funding for the traverse climbing wall at the Oakley Coronation Park and authorised the transfer of the funds to the Saver account subject to confirmation with the National Lottery that they have no objection to the funds being moved to the saver account to earmark prior to be spent.
- Members received the Finance Report and it was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED** to approve retrospective payments for May, payments for June and a £1500 transfer of funds from the Saver Account.

26/025 Planning

Members discussed the following applications and determinations.

Applications:

None.

Determinations:

Members **noted** applications as determination by the Planning Authority:

- [26/00692/S106](#) Legal Agreement in relation to RAMS for application reference 25/01694/FUL - Land off Hammond Drive.
- [26/00618/WTPO](#) Works related to Tree Preservation Order (10/00013/TPO) - T1 and T2 - 2x limes tree to be reduced by 30% and have ivy server from trees. T3 - 1 x lime to have epicormic growth removed and dead wooding - St Mary's House, Clacton Road.
- [26/00514/FUL](#) Planning Application - Construction of a self-build detached two storey dwelling with associated parking and private amenity areas.

26/026 System of Internal Control

Members considered the findings of a review of the system of internal control, carried out on 11th March 2026 (MIN 25/135).

It was proposed by Cllr Coates, seconded by Cllr Attrill and **RESOLVED** that there are sufficient controls in place to effectively mitigate the risk to the council's finances.

26/027 Risk Management

Members reviewed the risk assessment. It was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED** that the risks associated with the council and its finances had been adequately identified and the measures to mitigate those risks were satisfactory.

26/028 Annual Governance & Accountability Return (AGAR) 2025/26 – Section 1

Members discussed the assertions in Section 1 (Annual Governance Statement) of the 2025/26 AGAR and the requirements needed to provide a 'yes' response. Assertion 2 (internal control measures) had been satisfied under MIN 26/026 and assertion 5 (Risks) under MIN 26/027. It was proposed by Cllr Coates, seconded by Cllr Attrill and **RESOLVED** To approve the Annual Governance Statement at Section 1 of the AGAR for 2025/26.

26/029 Annual Governance & Accountability Return (AGAR) 2025/26 – Section 2

- Members considered the **Accounting Statements** in Section 2 of the Annual Governance & Accountability Return. It was proposed by Cllr Coates, seconded by Cllr Attrill and **RESOLVED** To approve the Accounting Statements in Section 2 of the AGAR for 2025/26.
- It was proposed by Cllr Coates, seconded by Cllr Pearce and **RESOLVED** To set the dates for the Exercise of Public Rights as 12th June – 23rd July 2026.

26/030 Annual Play Inspection

Members reviewed the play inspection reports for the Oakley Coronation Park and the Memorial Club Park. There were mostly very low or low risks for the former with a couple of moderate risks for the latter, which were discussed. After considerable discussion, it was proposed by Cllr Coates, seconded by Cllr Harbour and **RESOLVED** To obtain a quote to make good the wet pour surfacing at the Memorial Club play area to bring back to Council for consideration.

26/031 Policies for Review/Adoption

The following policies were reviewed:

- Lone Worker Policy and Home Working Risk Assessment
- Complaints Procedure
- Vexatious Complaints Procedure

It was proposed by Cllr Coates, seconded by Cllr Griggs and **RESOLVED** To adopt the policies.

26/032 St Mary's Churchyard

Members discussed the proposals for tree maintenance at the closed churchyard. The present owner of the former church, now a private residence, has agreed to fund the works needed to the T1 and T2 Limes and the council would cover the other costs associated with ongoing maintenance. The desire for a bench was discussed as incidental to the maintenance works as it was the desire of members to make it a place for reflection. It was proposed by Cllr Coates, seconded by Cllr Harbour and **RESOLVED** To authorise the works as quoted at a cost of £650 for a crown lift and epicormic growth removal of the lime tree at the front of the church, to be expended from the Cemetery budget, and obtain costs for a sustainable bench to bring back to Council at the next meeting. It was agreed not to remove the small tree at the front of the churchyard at the present time.

26/033 Traffic in Mayes Lane

Members received and discussed the traffic survey, which was carried out in April and were content that the survey accurately provided an indication of vehicle volume, movements and speeds. The majority of vehicles were travelling at below the speed limit. There was no further action at this time.

26/034 Oakley Coronation Park Maintenance

Members **noted** expenditure of £120 + VAT, authorised under delegated authority, for the purposes of weed control on the football play area, to be expended from the OCP Budget. Treating the remaining area was considered but felt that it would be ineffective until the rabbit holes had been addressed.

Cllr Attrill relayed that he and Cllr Griggs were accompanying prospective contractors on site visits for new play equipment.

26/035 Electricity

Cllr Harbour has attempted to contact the current supplier but has been unsuccessful in getting through to them and as such had no update to give.

26/036 Items for Next Agenda

- Disciplinary Policy
- Grievance Policy
- Quotes for Play Equipment
- Quote for bench
- Quote for wet pour repairs
- Little Oakley in bloom
- Maintenance of planter at the memorial

The meeting closed at 9.03pm.

The next meeting is scheduled for Wednesday 8th July 2026 at 7.30pm