

Full Council Meeting Minutes

Minutes of the Full Council Meeting held on Wednesday 14th October 2026 at 7.30pm at 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: Paul Woods, Planning Policy Manager, Tendring District Council. No press or public.

26/078 Public Announcements

The chair thanked Paul Woods for his attendance. There were no further announcements.

26/079 Apologies for Absence

None.

26/080 Declarations of Interest

None.

26/081 Signing of the Minutes

It was proposed by Cllr Coates, seconded by Cllr Harbour and **Resolved:** to sign the minutes of the Full Council Meeting held on 9th September 2026 as a true record. It was further proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved:** to sign the confidential minutes of the Full Council Meeting held on 9th September 2026 as a true record.

26/082 Public Speaking

There were no public present.

26/083 Report from District Councillor Bush

Not in attendance.

26/084 Report from County Councillor Bray

Not in attendance.

26/085 Local Plan Update

Paul Woods of TDC gave an update on the local plan review, including the changes and updates made since the first draft consultation in February in readiness for the publication of the revised version, the 'Submission Version'. There is a statutory obligation to review the plan every 5 years and under the current 'plan', the housebuilding requirement is for 550 houses each year but changes brought in at Government level have increased this target two-fold to 1069 per year between now and 2043 and as such requires additional suitable land to be identified within the district. Three 'Garden Villages' will help support this target - at Horsley Cross, Hare Green and Weeley. There are challenges with the required level of housebuilding such as affordability, infrastructure, market demand and trades and materials availability. The penalty for under delivery is that the Government could intervene in planning decisions or even in the local plan preparations. Paul is confident TDC has put all the requirements in place to submit a robust plan, which will reduce the vulnerability which comes from speculative applications. In referencing the large site for 1650 new homes off Deane's Lane and Oakley Road, a neighbourhood centre and land for a school/childcare provision is provided for. There are concerns over flood risks and the impact on nature and habitats and these are being addressed within the plan. Whilst outside of the village of Little Oakley, there will inevitably be impacts but there will be a distinct Green Gap to avoid areas merging.

Members discussed the plan at extent and concern was raised about the settlement boundary and Little Oakley's categorisation within the 'Strategic Urban Development' grouping. Paul said the purpose of that is to control where new development can take place and how it can be treated in planning terms, but the planning principals are the same across the board and Council shouldn't be overly concerned about its significance. It was argued that in grouping Little Oakley in with larger areas, there is a presumption of greater resources and infrastructure and may, in the future, lead to compelling arguments for more development, which actually can't be accommodated in the village.

Paul said Little Oakley won't be treated as a Strategic Urban development in its own right and should the council wish to submit a soundness objection, on the grounds that the plan is not justified, this would be amended if the planning inspector agrees.

Owing to the nature of the village setting and its distinct difference in the size to the adjacent are of Harwich and Dovercourt, Little Oakley should be re-categorised into the 'Smaller Rural Settlements' category.

Paul outlined the expected dates for submission and hearings and with no further questions, the chair thanked him for his time.

26/086 Finance

- Members received the Finance Report and Payments list. The outstanding invoice of £750 remains outstanding whilst the issue of the works is yet to be resolved. It was proposed by Cllr Coates, seconded by Cllr Attrill and **Resolved:** to approve retrospective payments for September, payments for October and a £2000 transfer of funds from the Saver Account.

26/087 Planning

Applications:

None.

Determinations:

[26/01068/VOC](#) Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved Plans and Documents) and Condition 3 (Matching Materials) of application [25/01778/FULHH](#) to enable change to brick finish to render and cladding. 20 Harwich Road, Little Oakley. **Noted.**

26/088 Notice of Conclusion of Audit

Members noted receipt of the conclusion of the Audit for year ended 31 March 2026. The Clerk confirmed that there were no matters to address this year and therefore no plan of action was required, and that she had already carried out the necessary actions as instructed by the external auditor.

26/089 Remembrance Sunday Memorial Service

Ref: MIN 26/066 - Arrangements are in place for the commemorations on 8th November. Liz McLeod of the Parish of the Harwich Peninsula will be taking the service and a bugler has been confirmed. The wreath is received and the Order of Service completed. Cllr Pearce will read the names of the fallen. The Memorial Club has agreed to offer complimentary refreshments after the service. There are no costs to consider and no further actions to take.

26/090 Oakley Coronation Park

Ref: MIN 26/067 – There has been no response from Essex CC (Via Cllr Bray) or acknowledgement from Ellisons. Members were content for the chair to follow up directly with Cllr Bray and the clerk will pursue Ellisons, commencing complaint proceedings if need be.

26/091 St Mary's Churchyard

Ref: MIN 26/068 – Landowner consent has been sought for the siting of a bench to allow flexibility in its siting, but is yet to be received. A query has also been raised with the contractor over the incomplete works to the Lime tree T3 within the churchyard and has requested either the works be completed or the invoice reduced. No response has been received and the invoice remains outstanding. The clerk will prompt for responses on both matters.

26/092 Little Oakley in Bloom

Ref MIN 26/069 – Landowner consent has been sought to plant wildflower seeds and up to 10 columnar trees on the Oakridge greensward but is yet to be acknowledged. The clerk will seek a named officer from the district councillor.

26/093 Casual Vacancies

Following the resignation of 2 councillors, it was confirmed by the Elections Team that no request had been received for an election to fill the casual vacancies, which should now be filled by co-option. Potential timeframes and format and formalities for appointment were discussed. Cllr Griggs agreed to promote the vacancies at the next local quiz and it was suggested to post a flyer at the LOMC. It was proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved**: to appoint a panel comprising the Chair, Vice Chair and Cllr Griggs to oversee the co-option of new councillors to bring back to Council. Should either be unavailable, another member could step in.

26/094 Items for Next Agenda

- Safeguarding Policy
- Oakley Coronation Park
- St Mary's Churchyard
- Little Oakley in Bloom
- Media Policy
- Overgrown vegetation on public footpaths

26/095 Exclusion of Public and Press

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meeting) Act 1960 it was **Resolved** that the meeting is to be closed to the public and press for the transaction of the under-mentioned business:

- Pride of Tendring Awards

The public part of the meeting closed at 9.24pm.

The next meeting is scheduled for:

Wednesday 4th November 2026 at 7.15pm – Finance Committee Meeting

Wednesday 11th November 2026 at 7.30pm – Full Council Meeting

Signed:

Date: