

Full Council Meeting Minutes

Minutes of the Full Council Meeting held on Wednesday 9th September 2026 at 7.30pm at the Little Oakley Memorial Club, Harwich Road, Little Oakley.

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

Clerk: Ms Lucy Ballard

Also Present: No press or public

26/056 Public Announcements

Cllr Coates announced that a letter of resignation had been received from Cllrs C and J Aubrey, which is effective with immediate effect. The clerk is managing the formalities with the district council now that two vacancies have arisen.

She also mentioned that there will be a Community Energy event taking place on 23rd October at the LOMC between 2.30pm and 7pm. The council will promote this event on its website, Facebook page and noticeboards.

26/057 Apologies for Absence

It was proposed by Cllr Coates, seconded by Cllr Lane and **Resolved:** to accept the apologies and reasons from Cllr Attrill.

26/058 Declarations of Interest

None.

26/059 Signing of the Minutes

With a correction to MIN 26/044 changing the proposer from Cllr Coates to Cllr Attrill, it was proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved:** to sign the minutes of the Full Council Meeting held on 8th July 2026 as a true record.

26/060 Public Speaking

There were no public present.

26/061 Report from District Councillor Bush

Not in attendance.

26/062 Report from County Councillor Bray

Not in attendance.

26/063 Finance

- Members received the Finance Report and Payments list. One invoice was queried since it wasn't clear that the works had been completed. As such, it was proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved:** to approve retrospective payments for July and August, payments for September, excluding the payment for £650 until the works have been confirmed as complete, and a £2000 transfer of funds from the Saver Account.

26/064 Planning

Applications:

[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. 20 Harwich Road Little Oakley. **Noted.**

Determinations:

[26/00610/DISCON](#) Discharge of conditions application for [25/01694/FUL](#) - Condition 3 (RAMS), Condition 4 (Biodiversity Enhancement Layout), Condition 5 (Construction Management), Condition 7 (Sustainability) and Condition 10 (Biodiversity Net Gain Plan). Land off Hammond Drive Ramsey Essex CO12 5FF. **Noted.**

26/065 Policies for Review

The following policies were reviewed:

- Equality & Diversity Policy
- Dignity at Work Policy

It was proposed by Cllr Coates, seconded by Cllr Harbour and **Resolved:** To adopt the policies and review in 2 years.

26/066 Remembrance Sunday Memorial Service

Members considered holding a commemoration using the same pattern as in previous years, which comprises a short service to include a moment's silence, the Last Post, reading of the names of those fallen and laying of a wreath, which had already been acquired. The service will commence at 10.50am on Sunday 8th November. It was suggested that given the new meeting venue, it would be nice to offer refreshments after the service, subject to approval from the Memorial Club.

It was proposed by Cllr Coates, seconded by Cllr Lane and **Resolved:** To make enquiries with LOMC and bring back to the next meeting to agree the costs.

26/067 Oakley Coronation Park

Ref: MIN 26/047 - Members discussed correspondence from Essex County Council in response to queries raised by the council in relation to access rights and suspected encroachment of land at the play area. It was suggested to raise the council's concerns with county councillor Bray since LOPC wasn't present at the site meeting, despite requesting this; nor had the questions asked in previous correspondence been answered. It was suggested that the access rights originally granted were when the land was used as farm land and should not be in place now that the land is not being used for that purpose. Members agreed this should be relayed to Ellisons who carried out the legal work originally.

It was proposed by Cllr Coates, seconded by Cllr Lane and **Resolved:** To send copies of the original email of 7th April and the response of 16th June, to Cllr Bray and to relay the same to Ellisons Solicitors.

26/068 St Mary's Churchyard

The clerk relayed to members that an application was being considered by Essex CC following a request for use of the county councillor's Locality Fund for acquisition of a bench. Members clarified that the bench is intended to be sited within the council-controlled churchyard to the west of St Mary's House and this can be confirmed to Essex CC to progress the application.

26/069 Little Oakley in Bloom

Ref MIN 26/050 - Cllr Harbour has emailed the RHS for advice on sowing wild flowers and they suggested contacting the local council to create a community garden. He's found the wild seed that is appropriate for using but they come in boxes the size of washing powder for around £5 so it would be costly to sow along all the grass verges, which may require removal of the existing grasses beforehand. It was suggested to trial a smaller area, along the outer edge of the Oakridge greensward, which is managed by the district council so permission will be required from their open spaces team. It was proposed by Cllr Coates, seconded by Cllr Harbour and **Resolved:** to seek permission from TDC to plant a boarder of wild seeds along the greensward and up to 10 Columnar trees.

26/070 Memorial Planter

Ref MIN 26/051 - Cllr Coates referred to a request from Market Field School to consider appropriate work experience for their pupils and whether looking after the memorial planter might be possible. After discussion it was agreed that there wouldn't be sufficient work needed but there could be the potential for some work in the future if the wild flower planting goes ahead.

26/071 Electricity

Members noted renewal of the electricity supply contract for the village streetlights, with Ecotricity on a 3-year agreement commencing 1st August. It was confirmed that the charges would be based on the estimated figures

provided by LOPC. It was agreed not to pursue SSE further for a recalculation of the costs since they wouldn't accept the workings submitted to them.

26/072 Local Plan

Members discussed the Local Plan and the latest public consultation which runs from 7th September for 6 weeks. There is a discrepancy in the settlement categories in that Little Oakley currently falls in both the 'Smaller Rural Settlements' and the 'Strategic Urban Settlement' categories. It was proposed by Cllr Coates, seconded by Cllr Lane and **Resolved:** to respond to the consultation and query the designation of Little Oakley given there is a distinct Green Gap between the village and Harwich and Dovercourt and, as such, the parish should remain solely in the 'Smaller Rural Settlements' category; when the parish council received a presentation earlier in the year, this issue was not raised nor was it included in the previous plans; on what basis has Little Oakley been included with Harwich & Dovercourt, without consultation with the council. It was also agreed to invite Gary Guiver to engage further with LOPC to discuss the emerging plan and the next stages on a date as soon as possible before 19th October.

26/073 Little Oakley Litter Pick

Members considered a date for a litter pick and whether additional equipment would need to be acquired. It was suggested Sunday 25th October from 10.30am – midday. Cllr Pearce offered use of his personal litter pickers. It was proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved:** to arrange a litter pick for Sunday 25th and promote this on the council website and Facebook page to encourage any volunteers.

26/074 Finance Meeting

Following guidance from the clerk, members considered moving the date of the next committee meeting to later in October or early November. The clerk confirmed that the venue was available on either 28th October or 4th November.

It was proposed by Cllr Coates, seconded by Cllr Pearce and **Resolved:** to move the Finance Committee meeting to 4th November and to follow the same pattern in subsequent years.

26/075 Items for Next Agenda

- Remembrance Civic service.
- Oakley Coronation Park.
- St Mary's Church – clarification on the tree works
- Little Oakley in Bloom.

26/076 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:

- Oakley Coronation Park

The public part of the meeting closed at 8.45pm.

The next meeting is scheduled for Wednesday 14th October 2026 at 7.30pm