

**TOWN COUNCIL OF FRINTON AND WALTON**

**MINUTES of the Recreation and Amenities Committee  
held at the Columbine Centre, Walton-on-the-Naze,  
Thursday, 15th August 2019 commencing at 7.15 pm**

**Present:**

Councillors: Mrs A. Oxley (in the Chair)  
E.T. Allen, Mrs L. Allen, P.R. Clifton, Mrs A. Davis, Mrs I. Johnson,  
C.S. Keston, Fiona Knowles, D. Oxley

**Absent:**

Councillors: Mrs F. Robinson (Chairman), Miss P. Walford

**In Attendance:**

Deputy Town Clerk: Ms D Milnes

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**APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Mrs F. Robertson and Miss P. Walford.

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**MINUTES OF THE PREVIOUS MEETING**

It was moved, seconded and

RESOLVED

that the Minutes of the Meeting of the Recreation and Amenities Committee held on 4th July 2019 (pages 4 – 6) be approved as a true record and signed by the Deputy Chairman.

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**MATTERS ARISING FROM THE MINUTES OF THE ABOVE MEETING**

Minute 14, page 4 – Columbine Centre, item (b). In response to Councillor P. Clifton, the Deputy Town Clerk advised that no agreement had been made to replace the blinds at the Columbine Centre, although a more detailed proposal would be considered if put forward in the future.

Minute 15, page 5 – Old Way Toilets. Councillor E.T. Allen commented on how well received the Town Council's decision to take over and run these toilets has been.

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**COLUMBINE CENTRE**

- (a) The list of future bookings including regular hirers at the Centre had been included in the papers, in response to Councillor Mrs A. Davis the Deputy Town Clerk advised that omission of an event by the Tendring Brass Band in December may well be that it was still a provisional booking yet to be confirmed by receipt of a deposit and offered to check the current position with the Columbine Centre Administrator.

**Councillor P. Clifton and Fiona Knowles declared an interest, remained in the room and abstained from voting on the next matter only.**

- (b) Members considered the report of the Town Clerk in regard to hire charges and it was moved, seconded and

RECOMMENDED

that the new Schedule of Hire Charges as attached be adopted.

- (c) The Deputy Town Clerk advised that there were no other matters to report.

Councillor Mrs A. Davis suggested that next summer a ‘Last Night of the Proms’ event be considered and it was agreed that contact details should be passed on to the Promotions Manager via the Town Clerk.

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**SEAFRONT & BUS SHELTERS**

Nothing to report.

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**ALLOTMENTS**

Nothing to report.

**Councillor C.S. Keston declared an interest and left the room for the next two items of business.**

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**THE SPINNEY**

It was noted that the Town Council had agreed that 7 wooden bollards costing £815 be fitted to protect the fence at the Spinney adjacent to the Station car park from vehicles reversing into parking spaces once the work being undertaken by the railway operator had concluded (Minute 73, page 40 of the Town Council meeting held on Thursday, 18th July 2019). Photographs of the area taken indicated that resurfacing of tarmac had been carried out and that the bollards would still be needed as protection, it was agreed that the order for work should be made.

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**GREAT HOLLAND PLAY AREA REFURBISHMENT**

Following a meeting with residents of Great Holland earlier this evening Members gave consideration to the matters raised. It was suggested that traffic calming measures should be investigated including signage (indicating the location of the playground and of children crossing), installation of long humps in the road, rumble strips and/or zig-zag lines to alert drivers of potential hazards.

It was unanimously agreed and

**RECOMMENDED**

that the Recreation & Amenities Committee do not recommend a car park being created at this time and that the Committee look into traffic calming measures and signage solutions.

It was agreed that Essex County Council be approached and asked for assistance and suggestion to resolve concern raised in regard to speeding and safety issues.

There were no other matters that the Chairman considered urgent, those present were thanked for their attendance and the meeting closed at 7.50pm.

CHAIRMAN

**COLUMBINE CENTRE, WALTON-on-the-NAZE**

**Schedule of Hire Charges from 1st April 2020**

<b><u>Type of hire</u></b>	<b><u>Permitted Times</u></b>	<b><u>Rate</u></b>
1 Regular & Small Events	9am to 12 Midnight	£17.00ph
2 Small Events Plus	9am to 12 Midnight	£25.00ph
3 Medium Events	9am to 12 Midnight	£30.00ph
4 Medium Events Plus	9am to 12 Midnight	£40.00ph
5 Large Events	9am to 12 Midnight	£50.00ph
6 Large Events Plus	9am to 12 Midnight	£55.00ph

Notes

- 1 Regular & Small Events is the rate for the hire of **either** The Meadow Suite **or** The Connaught Room.
- 2 Small Events Plus is applied where the hirer wants extras including seating (tables and/or chairs) and the sound system.
- 3 Medium Events is the rate for parties and wedding receptions for less than 100 people, for the hire of the Meadow Suite only
- 4 Medium Events Plus rate is applied where the hirer wants extras including seating (tables and/or chairs) and the sound system.
- 5 Large Events includes parties, wedding receptions, coach parties, conferences and large events of more than 100 people. This rate includes Meadow Suite, Connaught Room, lighting and radio microphone.
- 6 Theatre and Large Events Plus includes all the items in 5 plus the hire of the tiered seating and the sound system.
- 7 Maximum number of people allowed is up to 300, depending on the event.
- 8 Hire rates are the same for each day and Bank Holidays.
- 9 Each hire is risk assessed and we reserve the right to ask for a deposit to protect the Council against any damage that may occur. This could be between £250-£1000 depending on the risk.
- 10 Hire of the kitchen is charged at a flat rate of £80 per half day and £160 per full day.

Charges will be made at the ruling rate at the time of booking.

All bookings are subject to our terms and conditions of hire.

**Columbine Centre (Frinton & Walton Town Council VAT 623 1427 73)**  
Princes Esplanade, Walton-on-the-Naze, Essex, CO14 8PZ

