

**TOWN COUNCIL OF FRINTON AND WALTON**

**MINUTES of an Ordinary Meeting of the Town Council  
held at the Council House, Frinton-on-Sea,  
Thursday, 17th December 2015 commencing at 7.15pm**

**Present :**

Councillors J. Robertson Town Mayor  
R.J. Bucke Deputy Town Mayor  
E.T. Allen, Mrs L. Allen, M. Brown, P. Clifton, D. Fitz-Hardy,  
Mrs I. Johnson, C.S Keston (except Minutes 219 - 222), D. Oxley,  
M. Platt, Mrs F.D.A. Robertson, N.W. Turner, Mrs V.J. Watling

**Absent :**

Councillors Mrs A.I. Cossens, Mrs D Miles

**In Attendance**

Mrs M. Liles - Town Clerk  
Ms D. Milnes - Deputy Town Clerk

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**APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Mrs D. Miles.

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**MAYOR'S ANNOUNCEMENT**

The Town Mayor welcomed Members, the press and the public to the meeting.

The Town Mayor, Councillor J. Robertson advised that he had turned on the lights at the Walton Victorian Festival on Friday 4th December and the judging of the Shop Window Displays ahead of the Frinton event on Friday 11th December, where he presented the winners of the Children's Poster Competition with their prizes.

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**ADJOURNMENT OF MEETING**

It was moved, seconded and

**RESOLVED**

that the Town Council be adjourned to enable members of the public to ask questions and Members to respond.

The Town Mayor adjourned the meeting at 7.17pm

In response to Mr Bearsley, AGS, Holland-on-Sea; Councillor Brown relayed comments that had been passed to him by residents in regard to the patrols that this company (AGS) undertook.

Councillor E.T. Allen raised concern that some builders were not showing due regard and respect to neighbouring residents when undertaking building works and suggested that conditions should be placed when planning permission given in regard to the parking of works vehicles, clearance of mud and debris and reinstatement of any damage caused to verges and kerbs. Councillor Allen also suggested that Anti Social Behaviour Orders should be placed on the named site manager and those who do not adhere to conditions.

Councillor Mrs Watling also asked whether some sort of Licensing could be put in place; Councillor Platt advised that the matter of Enforcement could be an issue.

Councillor Platt referred to development just off of Connaught Avenue, Frinton-on-Sea where the developers had been courteous and left the site in good order.

Mr Eldret, Frinton Resident Association advised that highways matters were regularly reported and often the response from Essex County Council was that they were not within the limits of maintenance and that the case was closed.

Mr Eldret asked that the Town Council seek clearer guidance and criteria in this regards, the Clerk offered to try.

There being no further questions from the public it was moved, seconded and

RESOLVED

that the Town Council be reconvened at 7.36pm

**222**

**TOWN AND COUNTRY PLANNING ACT 1990 – AREA 2**

**All Members indicated that they may be reconsidering this matter at District Council level.**

The Council considered a list of proposals for development and recommended accordingly as described on the schedule.

**OTHER PLANNING MATTERS****PLANNING APPLICATIONS**

It was noted that the following planning applications from a total of 29 decisions made by Tendring District Council for the Town Council area in the month of November 2015 were at variance with the Town Council recommendations.

<b>REF. NO.</b>	<b>TOWN</b>	<b>DISTRICT</b>
<u>15/01618/TCA</u>	REFUSAL	APPROVAL
Front garden – reduce height of Ash trees. Rear garden 1 Pine, 4 Conifer, 3 Acer, 1 Rowan, 1 Silver Birch, 1 Pine tree – fell. 1 Mulberry – reduce at 35 Second Avenue, Frinton-on-Sea.		
<u>15/01053/DETAIL</u>	REFUSAL	APPROVAL
Submission of details for the development of 9 detached dwellings with associated garaging and parking together with details of an arboricultural survey and ecological enhancement scheme – Land at The Sheltons, Kirby Cross.		
<u>15/01287/FUL</u>	REFUSAL	APPROVAL
Variation of condition 2 of planning permission 14/00953/FUL (allowed under appeal reference APP/P1560/W/15/3005507) – amending plans to allow better utilisation of space within the building and minor revisions to pathways at 17 – 19 Harold Road, Frinton-on-Sea.		

**TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL UNDER SECTION 78**

Notification of an appeal reference APP/P1560/W/15/3138312 for Outline application with all matters reserved for residential development of up to 75 dwellings at Land to East of Halstead Road, Kirby-le-Soken by Kays Properties. Tendring District Council Application reference 15/00928/OUT, for which the Town Council recommended REFUSAL on 23rd July 2015. Written representations must be received by 7th January 2016 quoting the above appeal reference and made to The Planning Inspectorate (further details are available from the Town Council offices).

**TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL UNDER SECTION 78**

Notification of an appeal reference APP/P1560/W/15/3138318 for Change of use of farmland to community sports pitches at Land West of Halstead Road, Kirby Cross by Kays Properties. Tendring District Council Application reference 15/00929/FUL, for which the Town Council recommended REFUSAL on 23rd July 2015. Written representations must be received by 7th January 2016 quoting the above appeal reference and made to The Planning Inspectorate (further details are available from the Town Council offices).

Councillor Bucke referred to a further Appeal for Tendring District Council Application reference 15/00494/FUL for 8 single storey dwellings at site to South of Walton Road, Kirby-le-Soken with a representation closure date of 18th January 2016.

Councillor E.T. Allen requested and it was unanimously agreed that a letter be sent to the Portfolio Holder for Planning, the Chief Executive and Head of Planning at Tendring District Council to request conditions on planning approval that builders show due regard and respect to residents when carrying out building works and repair any damage made to the locality (as referred to under public questions).

It was further agreed to raise the matter of Anti Social Behaviour Orders at the next scheduled meeting of the Crime & Disorder Working Party on Monday, 21st December 2015 (as referred to under public questions).

**Councillor C.S. Keston declared an interest in item 7 of the Schedule of Accounts and left the Chamber for the next item was considered.**

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**SCHEDULE OF ACCOUNTS – NO 13 AND 13A**

Councillor Turner asked whether alternative quotations had been sought in regard to cleaning of bus and seafront shelters, suggesting Veolia, the Clerk advised that alternatives had been sought and agreed to approach Veolia ahead of consideration at the next scheduled meeting of the Recreation & Amenities Committee.

There being no further questions it was moved, seconded and

RESOLVED

that the schedule of accounts No 13 & 13a the total sum of £18,009.96 nett and £18,886.71 (eighteen thousand, eight hundred, eighty-six pounds and 71 pence) gross be approved for payment.

The schedule was ruled off and signed by the Chairman.

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**INCOME & EXPENDITURE AND BANK RECONCILIATION REPORTS**

Members received the Income & Expenditure reports along with the Investment and Bank Reconciliation reports for November 2015.

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**NEW AUDIT REGIME**

Members had been supplied with details of the new Audit Regime provided by the National Association of Local Councils, it was agreed that the Town Council be automatically included in the procured audit services to be known as the Smaller Authority Audit Appointments Limited from the start of the 2017/2018 financial year and for a period of five years.

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**WALTON MARKET WORKING PARTY**

The report of the Walton Market Working Party meeting held on Tuesday 24th November 2015 was received.

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**ESTIMATES WORKING PARTY**

The report of the meeting of the Estimates Working Party held on Thursday 10 December 2015 had been circulated and following due consideration of the recommendations it was moved, seconded and

RESOLVED

that Earmarked Reserves – Rolling Budget ‘Planning Consultant’ be increased from £4,650 to £10,000

that the word ‘Hall’ be removed from ‘Columbine Centre Hall Refurbishment’ and the sum be increased from £10,000 to £30,000

that the Estimates Budgets for 2016/2017 as attached to the report be approved.

that the Town Council precept £387,895 for 2016/2017 with the District Council passing on £43,294 (from the Local Council tax Support Scheme). It was noted that the revised Tax Base figure of 7404.3 resulting in a Council Tax figure of £52.39 (Based on Band D).

**CLERKS REPORT**

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**ESSEX COUNTY COUNCIL**

- a) Temporary Road closures in the Tendring District, none of which were within the Town Council’s area were noted.
- b) Members noted the list of schemes which had been submitted for consideration and the opportunity to make additional requests to the Local Highway Panel.

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**NATIONAL ASSOCIATION OF LOCAL COUNCILS**

Members were supplied with a copy of Policy Consultation PC09-15 for the Review of Local Council Tax Support schemes and it was noted that consultation closes on 8th January 2016.

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**GRANTS**

- a) Receipt of a thank you letter from the Essex Air Ambulance for the donation of £200 was noted.
- b) A request from Cruse Bereavement Care to be considered for inclusion within the Mayor’s list of nominated Charities for 2016/2017 was noted.

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**CLERKS AND COUNCILS DIRECT**

Members agreed the Annual Subscription of £75 for the above monthly publication. Funds to be taken from code 4024/103.

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**PUBLICATIONS**

It was noted that the following publications had been received and were available for Members perusal at the Town Council offices:-

Tendring Technology College News Issues 10 - 12  
Magazine from Fair Havens and Little Havens Hospices Issue 2  
Two magazines from the Council for the Protection of Rural England  
Local Councils Update Issue 191

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**MINUTES OF THE ORDINARY MEETING**

It was moved, seconded and

RESOLVED

that the minutes of the Ordinary meeting of the Town Council held on 26th November 2015 (pages 116 – 126) be approved as a true record and signed by the Chairman.

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**MATTERS ARISING FROM PREVIOUS ORDINARY MEETINGS**

Minute 202, page 117 – Refuse collection. Councillor Bucke advised that Tendring District Council were requesting that general refuse be left out for collection in black sacks, which residents would need to purchase for the purpose.

Minute 202, page 117 - Hedge at Kirby Primary Academy. Councillor Bucke advised that although the hedge had not yet been cut; he had been advised that it would be once the ground was less soft and machinery could be used.

Minute 208, page 119 – Recreation & Amenities Committee Minute of 12th November 2015. In response to Councillor N.W. Turner, Councillors Mrs I. Johnson and E.T. Allen suggested that once all of the proposed works at the Colonnade in Walton-on-the-Naze were complete, the Recreation & Amenities Committee would consider a further request for an additional contribution to the £1,000.00 already offered.

Minute 209, page 120 – Crime & Disorder. Councillor Mrs Watling expressed concern that at Frinton Late Night Shopping there had been no evidence of Police Community Support Officers being in attendance. The Clerk offered to bring this matter up at the next meeting of the Working Party scheduled for Monday, 21st December.

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**ANY OTHER MATTERS WHICH THE CHAIRMAN CONSIDERS URGENT**

There were no matters that the Town Mayor considered urgent and the public and the press were thanked for their attendance and wished a Happy Christmas and Healthy New Year.

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**EXCLUSION**

It was moved, seconded and

RESOLVED

that pursuant to Section 1 of the public Bodies (Admission to Meetings) Act 1960 to exclude the Press and the Public from the meeting of the following items of business because of their special and confidential nature.

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**STAFFING**

Members had been supplied with a Confidential report from the Town Clerk and the recommendations therein were moved, seconded and

RESOLVED

that the Local Government Pension Scheme be open to all employees eligible for automatic enrolment.

that the hourly rate for the post of Customer Services/Administrative Assistant be raised to £8.50 from 1st April 2016.

that the hourly rate for the full time Caretaker at the Columbine Centre be raised to £9.00 from 1st April 2016.

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**THE COUNCIL HOUSE**

Following information raised by Councillors N.W. Turner and E.T. Allen, the Town Clerk was asked to provide details of correspondence in this regard to Councillors J. Robertson (Town Mayor); E.T. Allen and N.W. Turner in order to expedite the matter with the District Council.

There being no further matters the meeting closed at 9.06pm.

TOWN MAYOR

**SCHEDULE OF PLANS SUBMITTED – AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 17 DECEMBER 2015**

<b>APPLICATION NO. /APPLICANT</b>	<b>PROPOSAL</b>	<b>LOCATION</b>	<b>RECOMMENDATION</b>
15/01598/FUL Mr & Mrs P Williams	Proposed two storey side extension with associated dormers to front and rear elevations, removal of existing conservatory with the construction of a new single storey side extension.	9 Horsey Road Kirby Le Soken	APPROVAL – subject to sufficient distance between the additions and the boundary.
15/01783/FUL Mr Colin MacLennan	Extension of existing garage.	5 Oxford Road Frinton On Sea	APPROVAL
15/01692/FUL C/A Mr David Spencer - Bluerok Ltd	Variation of conditions 2, 10 and 11 of planning permission 15/00133/FUL – Insertion of roof windows to both side elevations to serve new room in loft; removal of roof support to chimney; erection of detached single garage; and alterations to parking and vehicular access to create two separate accesses.	171 - 173 Connaught Avenue Frinton On Sea	APPROVAL
15/01778/FUL Mr Jon Bevan	Installation of a dropped kerb.	39 Walton Road Frinton On Sea	APPROVAL
15/01772/FUL Mr & Mrs Watts	Retention of conservatory.	Manbury 67 Quendon Way Frinton On Sea	APPROVAL with the request that the fan lights have obscure glass and are fixed shut.
Councillors E.T. Allen and Mrs L. Allen declared an interest in the next item and remained in the chamber			
15/01811/FUL C/A Miss P Wood	Alterations to pitched roof of detached garage.	Woodlands First Avenue Frinton On Sea	APPROVAL



**SCHEDULE OF PLANS SUBMITTED – AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 17 DECEMBER 2015**

<b>APPLICATION NO. /APPLICANT</b>	<b>PROPOSAL</b>	<b>LOCATION</b>	<b>RECOMMENDATION</b>
15/01683/FUL Mr James Letts	Build a new lean-to garage on the side of the existing dwelling.	23 Heronsgate Frinton On Sea	APPROVAL
15/01835/FUL Southern Dental Ltd C/A	Change of use from vacant retail unit (A1) to dental studio (D1) and associated works to create two units.	18 Connaught Avenue Frinton On Sea	APPROVAL
15/01837/FUL SB Developments Ltd	Proposed semi detached 2 bedroom dwellings.	Land adjacent 74 Pole Barn Lane Frinton On Sea	REFUSAL – detracts from the street scene. Overdevelopment of the area. Enroaches on the open aspect and amenity space.
15/01825/TCA Mr Max Cochrane	1 No. Hawthorn - Reduce by 30%.	16 Audley Way Frinton On Sea	APPROVAL
15/01776/TCA Howards and Co – Mr Waterstone	Rear of flats - 1 No. Copper Beech - reduce by 35% to previous points. 1 No. Gledista - pollard back to previous pollarding points. Front of flats 1 No. Crab Apple - reduce by 40% to previous cutting points.	Kelvin Court Fourth Avenue Frinton On Sea	APPROVAL
15/01777/TCA Tending Tree Services – Mr S Wright	Oak trees - crown reduction/stag head removal to 30%	Seascape Church Lane Great Holland	APPROVAL
15/01856/TCA Mr S Masters	1 No. Beech - reduce height by 1.5 m, 1 No. Malus -reduce height by 0.5 m, 1 No. Beech - reduce height by 1.0 m, 1 No. Beech - reduce height by 1.5 m. spread of all trees to be reduced in proportion	Bridge House First Avenue Frinton On Sea	APPROVAL

## SCHEDULE OF ACCOUNTS - NO. 13

17 December 2015

	Net	Gross
	£	£
<b><u>General:</u></b>		
1. Bt Payment Services Ltd. Telephone Services	168.04	201.64
2. Bt Payment Services Ltd. Broadband Service	91.00	109.20
3. Affinity Water Water Supply	558.59	558.59
4. Accent Stationers Ltd. Stationery	95.34	114.41
5. Birchwood Garden Services Maintenance	145.00	145.00
6. EALC Course Fee – ML	80.00	80.00
7. Keston Services Ltd. Cleaning of Bus & S/F Shelters	1155.00	1386.00
8. P Ward Refreshments	120.00	120.00
9. TDALC Affiliation Fees 2015	30.00	30.00
10. Tower Services Hedge cutting	55.00	55.00
11. Tendring District Council Council House Rent	482.69	482.69
12. Tendring District Council Market Rent & Rates	747.60	747.60
13. Veolia ES (UK) Ltd. Empty of Market Bins	131.18	157.42
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	3859.44	4187.55
 <b><u>Columbine Centre:</u></b>		
14. Corona Energy Retail 2 Ltd. Gas	907.35	1088.82
15. Bt Payment Services Ltd. Broadband Service	91.00	109.20
16. Abbey Electrical (Wholesale) Technical Supplies	33.70	40.44
17. Accent Stationers Ltd. Printer Cartridges	24.92	29.90
18. Booker Limited Bar/Catering Supplies	578.11	691.01
19. Fresh Linen Ltd. Mat Cleaning	21.59	25.91
20. Bunzl Cleaning & Hygiene Supplies Cleaning Supplies	101.60	121.92
21. Newsquest Media Group Advertising	63.88	76.64
22. Alex Robinson Electrical Ltd. Electrical Services	95.00	114.00
23. Tendring Magazines Ltd. Advertisement	55.00	55.00
24. Tower Security (Tendring) Ltd. Security	720.50	864.60
25. Veolia ES (UK) Ltd. Empty of Bins	119.26	143.11
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	2811.91	3360.55
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<b>Cumulative Total</b>	£6671.35	7548.10

**SCHEDULE OF ACCOUNTS – NO. 13A**

**17 December 2015**

Total Salaries/Wages/Expenses (net) (November 2015)	£ 7942.37
Income Tax/Employees N.I. (November 2015)	£ 1440.27
Employers N.I. (November 2015)	£ 547.92
Superannuation (November 2015)	£ 1108.05
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	£11038.61
Members Mileage	£ 0.00
Petty Cash drawn in November 2015	£ 300.00
Cumulative total	£11338.61