

TOWN COUNCIL OF FRINTON AND WALTON

**MINUTES of an Ordinary Meeting of the Town Council
held at the Council House, Frinton-on-Sea,
Thursday, 23rd February 2017 commencing at 7.15pm**

Present :

Councillors J. Robertson Town Mayor
R.J. Bucke Deputy Town Mayor
P. Clifton, Mrs I. Johnson, C.S Keston (except Minute 279, 280 & 281),
Mrs D Miles (except Minute 298), D. Oxley (except Minutes 279 & 280),
Mrs A. Oxley, Mrs F.D.A. Robertson, N.W. Turner, Miss P. Walford

Absent :

Councillors E.T. Allen, Mrs L. Allen, Mrs A.I. Cossens, M. Platt, Mrs V.J. Watling

In Attendance

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

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APOLOGIES FOR ABSENCE

Apologies were received from Councillors E.T. Allen, Mrs L. Allen, M. Platt and Mrs V.J. Watling.

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TOWN MAYOR'S ANNOUNCEMENT

The Town Mayor, Councillor Jack Robertson welcomed Members, the press and the public to the meeting; the Town Mayor advised that he had recently visited the Essex Wildlife Trust Centre at the Naze where he on behalf of the Town Council made a cheque presentation.

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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 7.18pm

Derek Pinner, Seaview Heights, Walton-on-the-Naze expressed his thanks to the Town Council for the efforts taken in dealing with the trees on the cliff side, which had resulted in them being partially removed. Mr Pinner asked whether the Town Council had any knowledge as to whether the waste still on the cliff face would be dealt with and that if not then he could make some suggestions. The Town Mayor, Councillor J. Robertson thanked Mr Pinner for the update and information.

Brian Vine confirmed that the trees had been chopped down and just left and confirmed to Councillor N.W. Turner that the work had been undertaken by Tendring District Council.

In response to Mr Alan Gyford, Connaught Avenue, Frinton-on-Sea who expressed concern in regard to planning application 16/02031/FUL and the loss of 8 trees on site within a conservation area along with his detailed letters of objection; the Town Mayor, Councillor J. Robertson advised that his comments would be considered during Agenda item 6(a) – Planning.

In response to Alan Eldret, Frinton Residents Association who asked if there was any update on his suggestion that the Town Council request the opportunity to have input into the Essex County Council Capital Plan for highways, he advised there was now no link to the Capital Plan on the County Council website; the Town Clerk, Mrs Liles advised that no response had yet been received but that she had been able to view the 2017/2018 Capital Plan on the County Council's website.

In response to Mr Miles the Town Mayor advised that he had forwarded photographs of the pavement in Green Lane to which Councillor N.W. Turner asked that they were forwarded again in order to make some enquiries.

In response to Councillor R.J. Bucke, Councillor Mrs D. Miles advised that the Tourist Information was now located in the Walton Library, although not yet open – Councillor N.W. Turner offered to raise the matter at Tendring District Council.

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

RESOLVED

that the Town Council be reconvened at 7.30pm

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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.

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OTHER PLANNING MATTERS
PLANNING APPLICATIONS

It was noted that the following planning applications from a total of 25 decisions made by Tendring District Council for the Town Council area in the month of January 2017 were at variance with the Town Council recommendations.

REF.NO.	TOWN	DISTRICT
<u>16/01841/DETAIL</u> Submission of revised details for plots 1,2,3,7,8 and 9 following approval of outline planning permission for the development of detached dwellings with associated garaging and parking in respect of layout, scale, appearance, access and landscaping together with details of an arbocultural survey and ecological enhancement scheme, Land adjacent to 10 The Sheltons, Kirby Cross	REFUSAL	APPROVAL
<u>16/01840/FUL</u> Four detached houses (formerly plots 4 – 6 as show on approved scheme 14/00610/OUT), Land at 10 The Sheltons, Kirby Cross	REFUSAL	APPROVAL
<u>16/01937/OUT</u> Residential development of 0.16 ha of land to create two detached dwellings, Land on the west side of Mumfords Lane, Kirby Cross	REFUSAL	APPROVAL
<u>16/01895/FUL</u> Proposed conversion of existing cartlodge to annexe, Mill Wood House, Kirby Road, Great Holland	REFUSAL	APPROVAL

TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL DECISION

Notification that appeal reference APP/P1560/W/16/3159347 (Tendring District Council reference 16/00266/FUL) the development proposed is erection of four bedroom detached dwelling with associated access, parking and ancillary works, 14 Oxford Road, Frinton-on-Sea has been ALLOWED and that a copy of the Appeal Decision notice is available on request from the Town Council offices was received.

Councillor C. Keston left the Chamber for the consideration of the next Minute for its entirety.

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RECREATION & AMENITIES COMMITTEE MEETING

The Minutes of the Recreation & Amenities Committee held on Thursday 9th February 2017 (pages 17 - 20) were received.

Minute 074, page 18; Columbine Centre – Review of Bar and Food Prices; following consideration of the RECOMMENDATION it was

AGREED

that from the 1st April 2017 all bar prices should be increased by 15% with all food prices to be increased by 20 pence per item at the Columbine Centre.

Minute 076, page 18; Columbine Centre – Letter from Vicky V with regard to their cancelled booking; following consideration of the RECOMMENDATION it was

AGREED

that as insufficient notice had been given as required by their agreement with the Town Council no refund would be given to Vicky V for hire of the Columbine Centre in December 2016.

Minute 078, page 19; Bus Shelters, in relation to the Seafront Shelter quotations, Councillor Mrs D. Miles asked what if any differences there were in the quotations received and was advised that different types of replacement materials for the windows; i.e. Perspex against macrolon had been quoted for. It was

AGREED

that quote 2 in the sum of £4150.00 for repairs to the Crescent Shelter, Frinton-on-Sea be accepted.

Minute 078, page 19, cleaning of Bus Shelters and Seafront Shelters it was

AGREED

that quote 2 for the cleaning of all bus and seafront shelters in the sum of £28.34 each for monthly cleaning between February and October and every other month between November and March 2018 be accepted.

Minute 080, page 19 – Allotments. Councillor N.W. Turner suggested that the Allotment Tenant in question had been treated abominably and that the £50 deposit should be returned, in response the Town Mayor, Councillor Robertson advised that the Recreation & Amenities Committee considered that it was justified on this occasion to deny the return of the deposit held. The suggestion that the matter should be further considered and a decision deferred to a future meeting was agreed.

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RISK ASSESSMENT AND INTERNAL CONTROLS RISK ASSESSMENT

Members had been supplied with a draft of the above document, following consideration it was agreed to adopt and for the Town Mayor to co-sign the document with the following amendments:-

Town Council Disabled Toilet to be checked twice weekly.

The Comment for Budget Process to read “Twice yearly estimates/budget meetings held to monitor and set budgets as well as precept. Some risks associated with budgeting and forward planning.”

Councillor Mrs D. Miles raised concern in regard to the process for tenders and contracts and suggested that they should be opened in the presence of the Town Clerk and two Members, one from each political party of the Town Council.

This suggestion was refuted by Councillor Mrs I. Johnson as it was considered that the current procedure was adequate.

Councillor Mrs D. Miles advised that the suggestion was for the protection of the Council, to which Councillor Mrs I. Johnson replied that the process was open and transparent and that all Councillors were welcome to attend Committee meetings regardless of the membership or discuss with the Town Clerk.

Councillor J. Robertson advised of the trouble with getting quotations for small works.

Councillor Mrs D. Miles asked where details of the process could be found in Standing Orders and was advised that there were detailed regulations to be found in the Financial Regulations which had been adopted at the last meeting of the Town Council, furthermore the Town Clerk advised that Standing Orders were due for review and that they would also refer to financial regulations.

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SCHEDULE OF ACCOUNTS – NO 16 & 16A

There being no questions it was moved, seconded and

RESOLVED

that the schedule of accounts no 16 & 16A the total sum of £18,882.98 nett and £19,180.20 (nineteen thousand, one hundred, eighty pounds and 20 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 January 2017.

CLERK'S REPORT

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UK POWER NETWORK

It was noted that details of a 'Help vulnerable people in your community access free extra support during a power cut' scheme had been received.

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ESSEX COUNTY COUNCIL

The following were noted:-

- (a) Bus Passenger Notice – no changes for the Town Council area
- (b) Notice of Road Closure on 23rd February 2017 of Church Road, Walton
- (c) Notice of Road Closure of Kirby Road from its junction with Audries Estate, east for a distance of approximately 30 metres on 23rd February 2017.

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FRINTON RESIDENTS ASSOCIATION

The request from Frinton Residents Association to propose that Elaine Rowland be elected a Tree Warden for the Local Area at the Annual Town Council Meeting was noted and agreed.

Councillor R.J. Bucke advised that replacement trees next to the Thatched Toilets in Frinton-on-Sea would be made in the next couple of weeks.

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RURAL COMMUNITY COUNCIL FOR ESSEX

Receipt of details of the Essex Village of the Year Competition were noted.

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PUBLICATIONS

The following publications have been received and are available for perusal at the Town Council office:-

Tendring Technology College News – Issues 18 & 19
Allotment & Leisure Gardener Magazine Issue 1 2017

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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 2nd February 2017 (pages 159 – 168) be approved as a true record and signed by the Chairman.

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MATTERS ARISING

Minute 274, page 163 – Matters arising from the Ordinary Meeting of the Town Council held on 12th January 2017 (third paragraph). Following the advice from Councillor N.W. Turner; Councillor R.J. Bucke advised that he had made enquiries whether Rangers could be trained and able to make road repairs, to which the answer had also been no.

Councillor Mrs D. Miles referred back to Minute 262, page 161 and the naming of roads advising that it was Government advice not to name after people; to which Councillor N.W. Turner advised that the District Council have a very tight ship in this regard, consulted with local ward members and the Town Council – with the naming of roads in recognition of individuals only being considered once they had passed away.

Minute 266, page 161 – Licence Application for Frinton Golf Club, in the absence of Councillor M. Platt; Councillor Mrs D. Miles asked if there was any update in this regard, to which the Town Clerk, Mrs M. Liles advised that the District Council had advised that the decision would be taken under delegated authority and no meeting of a Committee, therefore there would be no opportunity for Councillor Platt to speak. Mrs Liles advised that there were no changes in the proposed times of the licence only that it would now be a Premises Licence as opposed to a Club Licence.

Councillor Mrs D. Miles suggested that this decision was not consistent with her previous experience of licence hearings and as Members were not happy with this response the Town Clerk was requested to go back to the Licensing Department of the District Council asking that the decision for this application to be under delegated powers be reconsidered.

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ANY OTHER MATTERS WHICH THE CHAIRMAN CONSIDERS URGENT

By agreement of the Town Mayor, Councillor Mrs D. Miles raised a matter of concern from Walton In Bloom that there was a problem with the usual contractor in regard to the watering of floral displays this year, Mr Foster, Frinton In Bloom assured Members that there was not a problem, watering was in hand.

As there were no further matters that the Town Mayor considered urgent; the public and the press were thanked for their attendance.

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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.

297

THE COUNCIL HOUSE

The Town Mayor advised that an e-mail had been received from Tendring District Council acknowledging the offer made by the Town Council for the outright purchase of the Council House, no further consideration was given to the matter at this time.

298

COLUMBINE CENTRE - RENT REVIEW

Members had been sent a confidential copy of a letter from the District Council in this regard and it was agreed that a copy should be sent to the Town Council's legal representative on this matter for comment and response.

There being no further matters the meeting closed at 9.35pm.

TOWN MAYOR

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 23 FEBRUARY 2017

APPLICATION NO./APPLICANT	PROPOSAL	LOCATION	RECOMMENDATION
16/01746/FUL C/A Miss Sarah Gregory	Proposed single storey flat roof extension.	25A The Esplanade Frinton On Sea	APPROVAL
The Town Mayor, Councillor J. Robertson declared an interest in the next item and abstained from voting			
16/02031/FUL C/A Mrs Samantha Murray	Change of use of part of rear garden at adjoining residential property for additional 8 parking spaces for Ford.	Land rear of 132 Connaught Avenue Frinton On Sea	REFUSAL – against policy EN17. Change of use and reduction of amenity open space (garden). Concern in regard to environmental; noise and air pollution in a predominantly residential area.
17/00125/OUT A H Brown Farms	Outline planning application with all matters reserved for the residential development of 0.18 ha of land to create up to three detached bungalows.	Land adjacent The Veldt Little Clacton Road Great Holland	REFUSAL – outside the settlement boundary. Loss of open green space. Great concern expressed in regard to the exiting on to a very busy and dangerous road.
Councillor P. Clifton declared an interest in the next item and abstained from voting			
17/00038/FUL Mrs Nicola O'Brian - Cosi Toe Ltd	Change of use from former Co-op Travel Agent (A1) to Podiatry/Chiropody Clinic (D1).	19 Triangle Shopping Centre Frinton On Sea	APPROVAL
The Town Mayor, Councillor J. Robertson declared an interest in the next item and abstained from voting			
17/00139/FUL C/A Mr K O'Phelan - Phelan Construction Ltd	Proposed extension to restaurant, alter and extend first and second floors to form 4 x 2 bed flats.	52 - 54 Connaught Avenue Frinton On Sea	REFUSAL – Concerned with the noise from air conditioning and fume extractors for the benefit of neighbouring residents. Loss of privacy.

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 23 FEBRUARY 2017

APPLICATION NO./APPLICANT	PROPOSAL	LOCATION	RECOMMENDATION
17/00181/FUL Mr/Mrs Bullock	Erection of single storey orangery style conservatory extension to rear/side elevation.	9 Harold Grove Frinton On Sea	APPROVAL
17/00100/FUL Mr Laurence Sandum	Proposed rear balcony.	32 Naze Park Road Walton On The Naze	APPROVAL
17/00215/FUL Mr & Mrs Harvey	Demolish garage and conservatory and carry out alterations and additions to form new; porch, shower room, dining room, utility, and kitchen/family area.	25 Upper Third Avenue Frinton On Sea	APPROVAL
17/00217/FUL Mrs Christine Woodland	Ground floor side extension and demolition of an existing garage.	79 Hall Lane Walton On The Naze	APPROVAL
16/02124/FUL C/A AMENDED	Proposed erection of two detached houses with garages, including new vehicular access.	Land between 45 & 53 The Street Kirby Le Soken	APPROVAL
17/00152/HHPNOT <u>INFORMATION ONLY.</u>	Proposed single storey rear extension. 6 meters deep and 2.6 meters high.	2 The Crescent Great Holland	NOTED

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 23 FEBRUARY 2017

APPLICATION NO./APPLICANT	PROPOSAL	LOCATION	RECOMMENDATION
7/00185/TCA Mr S Herd	1 mature Oak – 30% crown reduction. 2 mature Willow – pollard. 3 Oak – crown reduction. 4&5 2no. Conifers – fell. 6&7 2 no. Mature Willow – pollard. 8. Oak – crown reduction. 11 small fir – fell. 12&13 2 no. Oak – crown reduction.	Fleetside First Avenue Frinton on Sea	APPROVAL
17/00202/TPO Cochrane Tree Services Max Cochroane	Reduce Oak Tree by 30%.	11 Raglan Road Frinton on Sea	APPROVAL
Councillor N. W. Turner declared an interest in the next item and abstained from voting 17/00204/TCA Cochrane Tree Services Max Cochrane	Macrocarpa – cut back overhanging branches to 3 Third Avenue	The Rock Hotel 1 Third Avenue Frinton on Sea	APPROVAL
17/00205/TCA	Reduce Magnolia and Holly by 30%.	3 Third Avenue Frinton on Sea	APPROVAL
17/00214/TCA Cochrane Tree Services - Max Cochrane	Laburnum - remove	The White House Connaught Avenue Frinton On Sea	APPROVAL – would like to see a replacement.
17/00238/TPO Cochrane Tree Services - Max Cochrane	Reduce Cherry by 20%. 3 Holly trees to reduce and trim.	Forres The Esplanade Frinton On Sea	APPROVAL
17/00249/TCA Mr & Mrs Nash	1 No. Oak - rear boundary - pollard	Morae 3 Easton Way Frinton-on-Sea	APPROVAL

SCHEDULE OF ACCOUNTS - NO. 16

23 February 2017

		Net	Gross	
		£	£	
<u>General:</u>				
1.	BT	Telephone Service	184.13	220.96
2.	Accent Stationers Ltd.	Stationery	68.74	82.49
3.	Birchwood Garden Services	Maintenance	145.00	145.00
4.	DKS-IT	Projector, PDF Pro software	437.45	437.45
5.	Kirby In Bloom	Grant	500.00	500.00
6.	Tendring District Council	Election Charges	3611.48	3611.48
7.	Tendring District Council	Backwaters Warden Grant	1000.00	1000.00
8.	Veolia ES (UK) Ltd.	Bin Charge	47.22	56.66
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		5994.02	6054.04	
 <u>Columbine Centre:</u>				
9.	Abbey Electrical (Wholesale)	Technical Supplies	64.36	77.23
10.	A to Z Supplies	Cleaning Supplies	67.76	81.31
11.	Bunzel Cleaning & Hygiene Supplies	Cleaning Supplies	112.84	135.41
12.	Frinton & Walton Magazine Ltd.	Advertising	55.00	55.00
13.	John Slater & Howard	Display Energy Certificate	530.00	636.00
14.	Newsquest Media Group	Advertising	47.91	57.48
15.	Swisher Hygiene	Sani-Service	49.92	59.90
16.	Tchibo Coffee Int. Ltd.	Catering Supplies	75.23	75.23
17.	Tower Security (Tendring) Ltd.	Security	181.50	217.80
18.	Veolia ES (UK) Ltd.	Empty of Bins	131.82	158.18
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		1316.34	1553.54	
		=====	=====	
	Cumulative Total	£7310.36	£7607.58	

SCHEDULE OF ACCOUNTS – NO. 16A

23rd February 2017

Total Salaries/Wages/Expenses (net) (January 2017)	£. 9341.41
Employers N.I. (January 2017)	£ 670.19
Superannuation – Employer contribution (January 2017)	£ 1411.02

	£11422.62
Members Mileage	£ 0.00
Petty Cash drawn in January 2017	£ 150.00
Cumulative total	£11572.62