

**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 November 2017 commencing at 7.15pm**

**Present:**

Councillors R.J. Bucke Town Mayor  
Mrs I. Johnson Deputy Town Mayor  
E.T. Allen, Mrs L. Allen, P. Clifton, Mrs D Miles (except Minutes 253 - 258),  
D. Oxley, Mrs A. Oxley, J. Robertson, Mrs F.D.A. Robertson, N.W. Turner,  
Miss P. Walford (except Minutes 239 - 258)

**Absent:**

Councillors Mrs A.I. Cossens, C.S Keston, 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 Mrs A.I. Cossens, M. Platt and Mrs V.J. Watling. Councillor C.S Keston's apologies were received and given during the meeting.

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**TOWN MAYOR'S ANNOUNCEMENTS**

The Town Mayor, Councillor Robert Bucke welcomed Members, the public and the press to the meeting and advised that he had been delighted to attend the Remembrance Sunday Service in Walton on 12th November followed by a Remembrance Day concert with the Tendring Brass Band at the Westcliff Theatre in Clacton in the afternoon.

The Town Mayor advised that Walton Food Bank would be very appreciative of basic food staples to replenish stocks and that a receptacle would be placed in the Town Council foyer for this purpose.

**234**

**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 7.19pm

In response to Mr Eldret, Frinton Residents Association, the Town Mayor, Councillor Bucke agreed that a letter could be sent to both Essex County Council and County Councillor M. Platt requesting that paving slabs are replaced like for like in the Conservation Area roads and avenues of Frinton-on-Sea to maintain the character and that infilling with tarmac was unacceptable.

Councillor Mrs D. Miles referred to Walton pavements as being third world condition and asked that they be maintained to the same standard as requested for Frinton.

In response to Councillor N.W. Turner, Mr Carter, Speed watch co-ordinator advised that the request to have a speed watch session in Second Avenue, Frinton-on-Sea would be passed on for authorisation.

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

RESOLVED

that the Town Council be reconvened at 7.35pm

235

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

**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 38 decisions made by Tendring District Council for the Town Council area in the month of October 2017 were at variance with the Town Council recommendations.

<b>REF.NO.</b>	<b>TOWN</b>	<b>DISTRICT</b>
<u>17/01529/TCA</u> 4 No. Oak (4,5,7 and 8) – fell. 1 No. Hawthorn (9) – fell at Seascape, Church Hall, Great Holland	REFUSAL	APPROVAL
<u>17/01381/FUL</u> Extension to existing dropped kerb at 6 Snape Way, Frinton-on-Sea	REFUSAL	APPROVAL
<u>17/01456/FUL</u> Revision to approval 16/00948/FUL – House plans/elevations inverted North to South and front car access at The New Cottage, Church Lane, Great Holland	REFUSAL	APPROVAL
<u>17/01499/FUL</u> Rear extension and alterations to semi-detached house at 64 Pole Barn Lane, Frinton-on-Sea	REFUSAL	APPROVAL

## **TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL DECISION**

It was noted that appeal reference APP/P1560/W/17/3176998 by Mr Keith Bagnall, the development originally proposed on the application form was “erection of six detached retirement bungalows and associated parking following demolition of existing garage block/storage building” has been ALLOWED. Tendring District Council reference 16/02067/OUT, which the Town Council recommended Refusal, 12 January 2017.

**237**

### **REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES**

Councillor R.J. Bucke advised that he had recently attended a meeting of the Tendring District Association of Local Councils where health matters were discussed and that the criteria for an area to have a new health clinic had risen to 50,000 residents.

Councillor R.J. Bucke also referred to the proposed Motor Rally to take place on Sunday, 22nd April 2018 using rural roads of Tendring, the Town Mayor expressed his concerns for residents.

**238**

### **PUBLIC TOILETS IN FRINTON-ON-SEA & WALTON-ON-THE-NAZE**

Councillor Bucke read an e-mail from Tendring District Council in this regard suggesting that the District Council were awaiting the Town Council’s proposals.

The Town Clerk advised the meeting of an e-mail received suggesting that to keep the toilets at Old Way, Frinton-on-Sea a contribution of £15,500 would be required by the District Council with an acceptance of additional repair costs should they be necessary.

Following much consideration it was moved, seconded and

RESOLVED unanimously

that the District Council be offered £100 each for the freehold of the toilets in Mill Lane, Walton-on-the-Naze and Old Way, Frinton-on-Sea with the Town Councils commitment that they will remain open as toilets.

It was suggested that should the offer be declined for the Mill Lane toilets that they remain open by the District Council, with financial assistance from the Town Council until such time the area is redeveloped with the proviso that new toilets be built in Mill Lane Car Park by the developer.

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### **DEFIBRILLATORS**

The Town Clerk advised that the two defibrillators ordered by the Town Council had been delivered here to the Council House, one to be affixed by arrangement at the Naze Visitor Centre and one to the Tendring District Council toilet block at the bottom of Connaught Avenue, once a meeting had taken place with Officers of the District Council to agree exact positioning and the licence to do so received.

The Town Clerk, Mrs M. Liles advised that following the last meeting when Mr Enever on behalf of Kirby Residents Association had offered £500 towards funding defibrillators, contact had been made with Mr Enever and it had been clarified that the Kirby Residents wished to have a defibrillator installed in the shopping parade, Frinton Road, Kirby Cross.

Councillor Bucke advised that he had made enquiries with the One Stop shop, a response was awaited.

It was moved, seconded and

#### RESOLVED

that the Town Council purchase a further defibrillator to be located in Kirby Cross with the balance of funds, over and above the £500.00 donation be met by the Town Council from reserves.

#### 240

##### CLOSURE OF SPENDELLS

The Town Mayor, Councillor R.J. Bucke advised of a meeting which had taken place in this regard with Councillor Paul Honeywood and Tim Clarke from Tendring District Council, who had agreed that consultation would be postponed until after Christmas.

Councillor Mrs D. Miles expressed disappointment as it was believed that the process had already begun.

It was noted that as yet the Town Council had not been consulted on the future of Spendells.

Councillor J. Robertson referred to the suggestion that internal re-figuration could and would allow continued use of accommodation with a reduced number of units.

It was also noted that due to reduced occupancy of the accommodation and lack of maintenance the site had been allowed to deteriorate.

It was agreed that the matter would be further considered once the Town Council had been invited to comment on proposals during consultation.

#### 241

##### CONSIDERATION OF THE PROVISION OF TWO NEW BUS SHELTERS

Councillor Mrs D. Miles requested that provision be made for a bus shelter at the Naze and on the Walton Road in the vicinity of Hervilly Way.

Much deliberation was undertaken to the need and evidence of such a request and Councillor Mrs Miles was asked to bring back to the Town Council a proposal with evidence and the permission of Essex County Council.

It was also suggested that Councillor Mrs Miles contacted Essex County Councillor M. Platt in this regard.

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**SCHEDULE OF ACCOUNTS – NO 12 AND 12A**

Councillor R.J. Bucke confirmed that item 4. of the schedule, Hamford Water Management had been made up of £25.00 subscription and £25.00 optional contribution to the dredging fund as agreed at the previous meeting of the Town Council.

There being no questions or further comment in regard to the schedule it was moved, seconded and

RESOLVED

that the schedule of accounts No 12 & 12A in the total sum of £14,805.99 nett and £15,106.83 (Fifteen thousand, one hundred, six pounds and 83 pence) gross be approved for payment.

243

**INCOME & EXPENDITURE AND BANK RECONCILIATION REPORTS**

Members received the Income & Expenditure reports along with the Investment and Bank Reconciliation reports for October 2017.

244

**PAYMENT OF SALARIES BY BACS**

Members were advised that following the previous meeting not all non-signatory Members of the Town Council had provided the details requested by the Co-operative Bank, and the Deputy Town Clerk confirmed that if the information was not made available then the Co-operative Bank would give 60 days' notice to close the account and that if a decision in regard to payment of salaries is to be made then it would need to be through the Barclays account.

It was agreed to defer this item to the next meeting of the Town Council.

245

**INTERNAL AUDITORS REPORT**

Members received the Internal Audit Report for Frinton and Walton Town Council undertaken on 31st October 2017 and noted the content, reference was made to the Recommendation: To update Standing Order No. 18 to incorporate reference to the Public Contracts Regulations 2015, to bring in alignment with the updated Financial Regulations.

The Town Clerk advised that it was her intention to put forward to the Town Council, at a future meeting the model Standing Orders as produced by the National Association of Local Councils for adoption.

## **CLERK'S REPORT**

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### **ESSEX HIGHWAYS**

Following consideration, it was noted that Essex Highways are proposing to introduce a 20mph zone on Arthur Ransome Way, Walton-on-the-Naze, from a point approximately 15 metres north west of its roundabout junction with the unnamed road to new food store off Arthur Ransome Way, northward for its remaining length.

247

### **ROYAL BRITISH LEGION - MEMORIAL GARDENS FUNDING**

At a meeting of the Town Council held on 29th June 2017 it was RESOLVED that a Grant of up to £6,000.00 be offered on condition that other monies are in place prior to commencement of works.

It was now understood that the District Council had funded all of the refurbishment and maintenance works required and therefore a request to divert funds for the settlement of an invoice received from Frank Halls & Son Ltd "to remove Town sign from Memorial gardens. Renew main post & cross beam, repair carving & re-paint, varnish & black tar varnish on post and to re-erect" in the sum of £2706.84 gross. It was unanimously agreed to use the grant for this purpose and for the invoice to be paid.

Councillor E.T. Allen referred to the lighting now within the Memorial gardens and it was agreed that the Town Mayor would visit the location.

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### **TENDRING DISTRICT COUNCIL – STATEMENT OF COMMUNITY INVOLVEMENT**

Members had been supplied with a copy of the document under consultation which commenced on Monday 13th November until 8th January 2018.

Councillor N.W. Turner expressed the view that there was no need for the Town Council to comment on this particular consultation.

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### **TENDRING DISTRICT COUNCIL RESULTS OF COMMUNITY GOVERNANCE REVIEW**

Members had been supplied with and noted an update in this regard advising that the Membership of the Town Council of Frinton & Walton would not be subject to a review at this time.

250

### **CAMPAIGN TO PROTECT RURAL ENGLAND**

The continued membership of the above organisation in the sum of £36.00 was agreed.

**251**

**ANGLIAN WATER**

Members had been supplied with a copy of an e-mail from Tendring District Council outlining proposed telemetry kiosk on Frinton Greensward, offering a meeting or comment/suggestions as to how the visual impact of the area could be minimised.

Councillor N.W. Turner advised that he would like to meet with Tendring District Officers in this regard and invited Councillor E.T. Allen to join him.

As there was no date mentioned in the e-mail it was thought reasonable for the Town Council to have responded by the end of December 2017.

**252**

**PUBLICATIONS**

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

Local Council Update Issue 212  
Clerks and Councils Direct Issue 114  
Allotment Magazine Issue 4

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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 November 2017 (pages 116 - 128) be approved as a true record and signed by the Town Mayor.

**254**

**MATTERS ARISING FROM PREVIOUS ORDINARY MEETINGS**

Minute 211, page 117 – Adjournment of Meeting. Councillor R.J. Bucke advised that he had taken up the matter of the broken triangular traffic sign in Frinton Road Kirby Cross.

It was confirmed that if the seat which had been located at the bus stop opposite the Doctors Surgery in Frinton Road, Kirby Cross was of the concrete end type then it would have been the responsibility of Essex County Council.

Minute 213, page 118 – development in Halstead Road. Councillor R.J. Bucke advised that he understood the site was now in the ownership of Linden Homes.

Minute 214, page 119 – Councillor N.W. Turner clarified that he had met with representatives of the House of Lords who had visited the Tendring area

Minute 227, page 122 (Minute 190, page 104 of 12th October 2017) – The Spinney. The Clerk advised that a meeting had been convened with interested parties and agreed to forward further relevant paperwork to Councillor Turner in this regard.

Minute 227, page 122 (Minute 196, pages 106/107 of 12th October 2017) – Disabled Access at the Columbine Centre. It was noted that this would be further considered at the next meeting of the Recreation & Amenities Committee which was scheduled for Thursday, 30th November 2017, furthermore that Walton Primary School had made alternative arrangements for this year.

**255**

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

The Clerk referred to a letter received from Essex County Council which would need to be accepted, signed and returned and that an Agenda item was in place to consider at the next meeting of the Recreation & Amenities Committee, scheduled for Thursday, 30th November 2017.

There were no further matters that the Town Mayor considered urgent and the press and the public 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.

**257**

**THE COUNCIL HOUSE**

Members were advised that the purchase of the Council House was in the hands of the Town Council's appointed solicitor and the District Council and that it was understood draft documentation was imminent

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**COLUMBINE CENTRE - RENT REVIEW**

Members were advised that no further correspondence had been received in this regard and therefore nothing further to report.

There were no further matters that the Town Mayor considered urgent and the meeting closed at 9.52pm.

TOWN MAYOR



**SCHEDULE OF PLANS SUBMITTED – AREA2 TOWN COUNCIL OF FRINTON & WALTON MEETING 23RD NOVEMBER 2017**

APPLICATION NO. /APPLICANT	PROPOSAL	LOCATION	RECOMMENDATION
17/01790/FUL Mr Barry Eldridge - Tendring District Council	Alterations to the external area comprising the replacement of the existing garages, installing a new multi use games area and general alterations to the external courtyard.	The Grove Flats Grove Avenue Walton On The Naze	APPROVAL
17/01823/FUL Mr & Mrs Fletcher	New high level side window and block up existing door opening on house, also creation of detached garage.	7 Wimborne Gardens Kirby Cross	APPROVAL
17/01880/OUT Mr & Mrs Hutley	Outline Planning application with all matters reserved for one dwelling.	Birch Hoe Farm Pork Lane Great Holland	APPROVAL
17/01903/OUT C/A Mr P B Edmonson	Outline application with all matters reserved for the construction of 1 no. proposed dwelling.	The Long House 73 Third Avenue Frinton on Sea	APPROVAL
17/01904/FUL C/A Mrs M Sweeney	Proposed erection of stable block & menage (sand school).	Spring Cottage 82 The Street Kirby Le Soken	REFUSAL – outside the village settlement and out of keeping in the rural scene. Too close a proximity to a water course. Concern expressed in regard to vehicles entering and exiting on to a busy and narrow road.
17/01486/LUEX Mr Tiffen & Miss Wright	Single storey rear extension.	31 St Marys Road Frinton on Sea	APPROVAL
17/01916/LUPROP Mr & Mrs B Copeland	Flat roof single storey rear extension.	18 Upper Fourth Avenue Frinton On Sea	APPROVAL

**SCHEDULE OF PLANS SUBMITTED – AREA2 TOWN COUNCIL OF FRINTON & WALTON MEETING 23RD NOVEMBER 2017**

<b>APPLICATION NO. /APPLICANT</b>	<b>PROPOSAL</b>	<b>LOCATION</b>	<b>RECOMMENDATION</b>
17/01939/FUL Mr & Mrs Jonathan Webster	Proposed alterations to rear extension inc. new slate roof, new painted timber, windows & doors. Also erection of new workshop/store.	Street House 7 Walton Road Kirby Le Soken	APPROVAL
17/01941/LBC Mr & Mrs Jonathan Webster	Proposed alterations to rear extension inc. new slate roof, new painted timber, windows & doors. Also erection of new workshop/store.	Street House 7 Walton Road Kirby Le Soken	APPROVAL
17/01960/FUL Mr & Mrs Bolou	Proposed first floor side extension.	103 Wittonwood Road Frinton on Sea	APPROVAL
<b>Councillor J. Robertson declared an interest in the next item, remained in the Chamber and abstained from voting</b>			
17/01927/FUL C/A Ms Jane Riva	Proposed two storey extension.	9 Southcliff Parade Walton on the Nazé	APPROVAL
17/01976/FUL C/A Mr Clarke	Minor internal works, rearrangement of rear fenestration and loft conversion/extension.	39 Old Road Frinton on Sea	REFUSAL – out of keeping with the host building and not in keeping with the street scene.  Concern in regard to overlooking of other residential properties.

**SCHEDULE OF PLANS SUBMITTED – AREA2 TOWN COUNCIL OF FRINTON & WALTON MEETING 23RD NOVEMBER 2017**

APPLICATION NO. /APPLICANT	PROPOSAL	LOCATION	RECOMMENDATION
17/01948/TELCOM <u>INFORMATION ONLY</u>	Proposal consists of 1no. 17.5m mini-macro monopole painted brown with 3no. antennas, 2no. 0.3m dishes and 4no. equipment cabinets within an 8m x 3.5m compound and ancillary development there to.	Opposite Yard Halstead Road Kirby Le Soken	NOTED
17/01893/TCA Mr Max Cochrane	1 No. Birch, 1 No. Twisted Willow, 1 No. Cherry, 1 No. Ash, 2 No. Maple, 2 No. Eucalyptus and 4 No. Prunus - Reduce.	Rowney 86 Third Avenue Frinton On Sea	APPROVAL
17/01902/TCA Cochrane Tree Services - Max Cochrane	1 No. Birch, 1 No. Maple - fell	Stocksfield First Avenue Frinton On Sea	REFUSAL
17/01929/TPO C/A Mr A Simmons	1 No. Ash – fell.	St Michaels Church The Street Kirby Le Soken	APPROVAL
17/01943/TCA Mr & Mrs Venables	TG1 - 2 No. Birch - fell. TG2 - 2 No. Birch - fell	1 Upper Second Avenue Frinton On Sea	APPROVAL
17/01968/TCA Mr W Young	1 No. Ash – pollard every 2-3 years for 10 years.	Holland & Barrett 69 Connaught Avenue Frinton on Sea	APPROVAL
17/01971/TPO Mr H Singh	G1 – group of 28 Poplars – 3 damaged trees fell. Remainder to be reduce by 1/3 and side shoots removed.	Charfield Drive Kirby Le Soken	APPROVAL

## SCHEDULE OF ACCOUNTS - NO. 12

23 November 2017

		Net	Gross
		£	£
<b><u>General:</u></b>			
1.	BT Telephone Services	192.84	231.40
2.	Birchwood Garden Services Maintenance	375.00	375.00
3.	Accent Stationers Ltd. Stationery	93.96	112.75
4.	Hamford Water Management Committee Subs. 2017	50.00	50.00
5.	Heelis & Lodge Internal Audit – 31.10.17.	300.00	300.00
6.	Kirby Allotment Society Allotment Maintenance	65.00	65.00
7.	The National Allotment Society Membership Renewal	55.00	66.00
8.	Veolia ES (UK) Ltd. Market Waste Collection	120.54	144.65
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		1252.34	1344.80
 <b><u>Columbine Centre:</u></b>			
9.	Affinity Water Ltd. Water	400.15	400.15
10.	Bunzl Cleaning & Hygiene Supplies Cleaning Supplies	162.24	194.69
11.	GML (NT) Limited Domain Name renewals	30.00	36.00
12.	Johns Slater & Haward Ltd. Display Energy Cert. Balance	490.00	588.00
13.	Tower Security (Tendring) Ltd. Security	198.00	237.60
14.	Veolia ES (UK) Ltd. Waste Collection	161.65	193.98
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		1442.04	1650.42
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	<b>Cumulative Total</b>	2694.38	£2995.22

**SCHEDULE OF ACCOUNTS – NO. 12A**

**23rd November 2017**

Total Salaries/Wages/Expenses (net) (October 2017)	£ 9901.89
Employers N.I. (October 2017)	£ 664.64
Superannuation – Employer contribution (October 2017)	£ 1395.08
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	£11961.61
Members Mileage	£ 0.00
Petty Cash drawn in October 2017	£ 150.00
Cumulative total	£12111.61