

TOWN COUNCIL OF FRINTON AND WALTON

**MINUTES of an Ordinary Meeting of the Town Council
held at the Council House, Frinton-on-Sea,
Thursday, 28th April 2016 commencing at 7.25pm**

Present :

Councillors J. Robertson Town Mayor
 R.J. Bucke Deputy Town Mayor
 E.T. Allen, P. Clifton, Mrs A.I. Cossens, Mrs I. Johnson, Mrs D Miles,
 D. Oxley (arrived part way through Minute 306), M. Platt,
 Mrs F.D.A. Robertson, N.W. Turner, Mrs V.J. Watling

Absent :

Councillors Mrs L. Allen, M. Brown, D. Fitz-Hardy, C.S Keston

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 L. Allen, M. Brown, D. Fitz-Hardy and C.S Keston.

305

TOWN MAYOR'S ANNOUNCEMENT

The Town Mayor welcomed Members, the press and the public to the meeting and apologised for the late start.

306

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 7.26pm

In response to Mr Enever, Kirby Residents Association and the concerns of water running from Kirby Cross to Kirby-le-Soken, causing flooding in and around Maltings Lane and further discussion in regard to a property in Maltings Lane suffering flooding and a ditch between the Millennium Wood and the private allotments not draining; Councillor N.W Turner requested photographs and further information in order for him to report the matter.

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

RESOLVED

that the Town Council be reconvened at 7.39pm

307

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.

308

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 March 2016 were at variance with the Town Council recommendations.

| <u>REF.NO.</u> | <u>TOWN</u> | <u>DISTRICT</u> |
|---|----------------|-----------------|
| <u>16/00159/TCA</u> 1 no. Monkey Puzzle tree – fell at 16 Fourth Avenue, Frinton-on-Sea | REFUSAL | APPROVAL |
| <u>16/00156/TCA</u> 1 no. Holly – fell. 2 no. Birch, 1 no. Cherry – reduce to previous cutting points at 10 The Crescent, Frinton-on-Sea | SPLIT DECISION | APPROVAL |
| <u>15/01861/OUT</u> Installation of new shop front at 40 Connaught Avenue, Frinton-on-Sea | REFUSAL | APPROVAL |
| <u>15/01864/FUL</u> Change of use of half of existing ground floor shop to garage at 39 The Parade, Walton-on-the-Naze | APPROVAL | REFUSAL |
| <u>16/00060/FUL</u> Alterations and rear extension at 11 Central Avenue, Frinton-on-Sea | REFUSAL | APPROVAL |
| <u>15/01937/FUL</u> Variation of condition 5 of Appeal Decision APP/P1560/A/14/2215476 to facilitate the siting of one additional 1 no. mobile home and the erection of 1 no. stable building and the installation of hard standing at Land at The Rose, 63 The Street, Kirby-le-Soken | REFUSAL | APPROVAL |

TOWN AND COUNTRY PLANNING ACT 1990 -TOWN AND COUNTRY PLANNING (TREE PRESERVATION)(ENGLAND) REGULATIONS 2012

Turpins Farm, Elm Tree Avenue, Kirby-le-Soken, Essex CO13 0DA

Notification that Tendring District Council have decided to make a Tree Preservation Order in respect of eight Oak trees (the specification schedule 1 and map of the location had been included in Members papers) at the above site, that the Order was made on 7th April 2016 and had provisionally taken effect for a period of six months from 13th April and formal notice of the making of the Order has been served by displaying it on the highway was received without comment.

It was further noted that a full copy of this order and 'Protected trees - A guide to tree preservation procedures' were available on request to the Town Council offices.

TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL DECISION

Notification that appeal reference APP/P1560/W/15/3140188 (Tendring District Council reference 15/00494/FUL) had been ALLOWED for the demolition of existing derelict barns and erection of 8 single storey, 2 bedroom dwellings with associated access, garages, parking, landscaping and ancillary works at site south of Walton Road known as Brick Barns, Kirby-le-Soken and that a copy of the Appeal Decision notice was available on request from the Town Council offices was noted.

TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL DECISION

Notification that appeal reference APP/P1560/W/15/3141169 (Tendring District Council reference 15/00465/FUL) had been ALLOWED for the erection of 8 bungalows on land between 176 & 178 Thorpe Road, Kirby Cross and that a copy of the Appeal Decision notice was available on request from the Town Council offices was noted.

Councillor Bucke advised the meeting of a recent bonfire at the Brick Barn site, Kirby-le-Soken which had caused concern for neighbouring residents in Chartfield Drive.

Councillor J. Robertson referred to conditions in an application whereby vehicles involved in a development should be parked on site and suggested this should be the case for all developments.

Councillor Bucke referred to road surfacing plant being stored in a layby opposite the Post Office in Kirby-le-Soken which caused nuisance to residents.

The general consensus to all of these matters was that developers and the highway authority should be more considerate to the residents or that steps should be taken to deal with the situations as they occur.

309

RECREATION & AMENITIES COMMITTEE MEETING

The Minutes of the Recreation & Amenities Committee held on Thursday 14th April 2016 (pages 24 - 26) were received. The RECOMMENDATION within Minute 80, page 24 was considered and it was moved, seconded and

RESOLVED

that the Town Council match fund whatever donations are received by the Traders Association from businesses in Connaught Avenue up to a total of £1,000.00

Councillor N.W. Turner requested that his name be noted as abstaining for the above decision.

310

CRIME & DISORDER WORKING PARTY

The report of the Crime and Disorder Working Party meeting held on Monday 18th April 2016 was received.

Councillor N.W. Turner commented how pleased he was that mobile contact with the Police Community Support Officers had resumed.

In response to Councillor N.W. Turner, the Town Mayor advised that Bank Holiday cover by Police Community Support Officers was in hand.

Councillor Mrs D. Miles referred to an incident in Tesco's, Walton and the Town Mayor advised that he would take this up with the District Commander to ask for an explanation.

311

TO RECEIVE THE MINUTES OF THE ANNUAL TOWN MEETING

The minutes of the Annual Town Meeting held on Thursday 21st April 2016 were received.

Councillors Mrs A.I. Cossens and Mrs D. Miles both apologised retrospectively for their absence, indicating that they had not received Agendas, the Town Clerk apologised for this and offered to take the matter up with the postal service.

312

SCHEDULE OF ACCOUNTS – NO 2 AND 2A

There being no questions it was moved, seconded and

RESOLVED

that the schedule of accounts No 2 & 2a the total sum of £27,351.54 nett and £28,977.58 (twenty-eight thousand, nine hundred, seventy-seven pounds and 58 pence) gross be approved for payment.

The schedule was ruled off and signed by the Chairman.

313

INCOME & EXPENDITURE AND BANK RECONCILIATION REPORTS

Members received the Income & Expenditure reports along with the Investment and Bank Reconciliation reports for March 2016.

314

INTERNAL AUDITORS REPORT FOR 2015/2016

Members received a copy of the above report following a visit to the Town Council offices by the Internal Auditor on Friday 15th April 2016 and the RECOMMENDATIONS therein unanimously accepted.

- To adopt the new National Association of Local Councils model Financial Regulations.
- To minute the relevant power under which grants and donations are made.
- To include in the Risk Assessment title 'Internal Controls' and to ensure the minutes refer to Internal Controls as well as the Risk Assessment.
- To adopt a Health & Safety Policy.
- To ensure the Columbine Centre is added to the Asset Register with a footnote that there is a long term lease in place.
- To ensure that the figures in Section Two, Box 9 can be supported through the asset register.

CLERKS REPORT

315

ESSEX COUNTY COUNCIL

Temporary closure of the B1034 Sneating Hall Lane, Thorpe-le-Soken was noted.

316

WALTON IN BLOOM

Receipt of a thank you from Walton in Bloom for the recent grant was noted.

317

TRIANGLE TRADERS IN BLOOM

A request for funding from the Triangle Traders for Anglia in Bloom 2016 had been circulated and it was moved, seconded and

RESOLVED

that a grant of £500 be made toward the floral enhancement of the Triangle Shopping Centre.

318

TENDRING DISTRICT COUNCIL

Members received and noted the 2016/2017 Parish Independent Remuneration Panel Review May 2016.

319

FRINTON COMMUNITY ASSOCIATION

It was agreed that the Town Mayor, Councillor J. Robertson, on behalf of the Town Council sign the roof top lease on behalf of the Town Council who are trustees.

Councillor M. Platt referred to a report of a problem with the current Playgroup continuing to be located at the above building and concern expressed. The Town Mayor offered to take up this matter with the Management Committee of the Frinton Community Association. Councillor E.T. Allen as the Town Council's appointed Trustee was not aware of the circumstances and along with Councillors M. Platt and Mrs V. Watling offered to join the Town Mayor in discussions.

320

PUBLICATIONS

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

College News TTC – issues 26

CPRE magazines Field Work Spring 2016 and Countryside Voice

Local Councils Update Issue 194

Essex Community Foundation - Building from Strength.

321

MINUTES OF THE ORDINARY MEETING

It was moved, seconded and

RESOLVED

that the minutes of the Ordinary meeting of the Town Council held on 7th April 2016 (pages 185 – 194) be approved as a true record and signed by the Chairman.

322

MATTERS ARISING FROM PREVIOUS ORDINARY MEETINGS

Minute 293, page 187 – Invitation to Councillor Ray Gooding, Portfolio Holder for Education at Essex County Council. Councillor Bucke advised that the invitation had been accepted for a pre-meeting at 6.30pm on Thursday, 30th June 2016 and requested and it was agreed to invite County Councillor M. Page to the meeting.

323

ANY OTHER MATTERS WHICH THE CHAIRMAN CONSIDERS URGENT

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

324

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.

325

INVITATION TO TAYLOR WIMPEY TO MEET WITH THE TOWN COUNCIL

In response to the Town Mayor, Councillor N.W. Turner and the Town Clerk advised that e-mails had been sent but that neither to date had received responses and a further invitation would be sent.

326

PENSIONS

The Town Clerk advised that following the Town Council's consideration at the meeting held on 17th December 2015 'that the Local Government Pension Scheme be open to all employees eligible for automatic enrolment' the decision had been advertised for 28 days as required by Essex County Council. This information was noted.

There being no further matters the meeting closed at 9.30pm.

TOWN MAYOR

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 28 APRIL 2016

| APPLICATION NO./APPLICANT | PROPOSAL | LOCATION | RECOMMENDATION |
|--|---|--|---|
| 16/00358/FUL Glo Estates | C/A Sub-division of 18-20 Connaught Avenue to two retail units, single storey rear extension and re-location of external staircase. | Spar 18 - 20 Connaught Avenue Frinton On Sea | APPROVAL |
| 16/00406/FUL Mr Peter Baldwin | Proposed first floor extension above existing ground floor projection. | 31 Kirby Road Walton On The Naze | APPROVAL |
| 16/00484/DETAIL Mr and Mrs Knutsen | New dwelling. | Stonechat Edith Road Kirby Le Soken | APPROVAL |
| 16/00466/FUL Mr Joe Gilbert - TLD Construction | Partial demolition of dwelling and construction of replacement dwelling. | The Lions Den Little Clacton Road Great Holland | APPROVAL |
| 16/00467/FUL Mr Roger Powditch | Proposed 2 bedroom bungalow on land to the rear of 116 Frinton Road, Kirby Cross, Frinton on Sea. | 116 Frinton Road Kirby Cross | REFUSAL – against backland development and not in keeping in this location. |
| 16/00369/FUL Mr Linzi Knights – Ashley House Plc | A two storey enabled living facility providing 16 apartments for profoundly disabled adults with staff accommodation in the roof space. | Former Martello Caravan Park Kirby Road Walton On The Naze | REFUSAL – the need for such a development for the community and within the community has not been demonstrated. Is not conducive to the communities needs |
| 16/00374/FUL Mr R Grigg | Proposed single storey extension. | 107 Frinton Road Kirby Cross | Condition 18 of Planning application 14/01303/FUL was referred to and for good reason should be used when determining this application. APPROVAL |

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 28 APRIL 2016

| APPLICATION NO./APPLICANT | PROPOSAL | LOCATION | RECOMMENDATION |
|---|---|---|---|
| <p>Councillor E. T. Allen asked that his name be recorded as abstaining on the next planning application</p> | | | |
| 16/00420/FUL Mr Ben Harrison | Proposed new lobby and porch to existing semi-detached dwelling and internal remodelling. | Ivy Cottage Turpins Lane Kirby Cross | APPROVAL |
| 16/00493/FUL Mrs Vola Carter | C/A Proposed vehicular access, block paved drive and front boundary wall. | Lynegham House The Esplanade Frinton On Sea | REFUSAL – the front boundary wall is too high. |
| 16/00496/FUL Mr Antony Butcher | Erection of self-supporting telescopic antenna mast, mounting post and concrete base buried at ground level to middle of garden for amateur radio use. | 31 Wittonwood Road Frinton On Sea | APPROVAL |
| 16/00439/FUL Mr and Mrs G Knowles | Proposed two storey side extension. | 7 Holland Villas Main Road Great Holland | APPROVAL |
| 16/00500/OUT Bluerok Ltd | Erection of 3 bungalows and 7 houses, following demolition of No. 21 The Street, and alterations to No. 19 The Street. | Tamarisk 19 The Street Kirby Le Soken | REFUSAL – against backland development and overdevelopment of the site, opposite a very busy junction and very poor visual splay to the west. |
| 16/00508/FUL Mr and Mrs Gull | Erection of single storey side extension. | Woodview House Kirby Road Great Holland | APPROVAL |
| 16/00517/FUL Mr and Mrs A Byrne | Demolition of existing car port and garage and the construction of two storey rear extension with Juliet Balcony. Single storey side extension with utility and garage. | 3 Old Hall Lane Walton On The Naze | APPROVAL |

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 28 APRIL 2016

| APPLICATION NO./APPLICANT | PROPOSAL | LOCATION | RECOMMENDATION |
|--|---|---|---|
| 16/00538/FUL Stoneridge Construction | Demolition of a mixed commercial and residential building and two commercial units and erection of 2 no. apartment blocks containing 10 residential units with ancillary car parking, garaging and bin store. | 88 - 90 Pole Barn Lane Frinton On Sea | REFUSAL – against backland development and an overdevelopment of the site. Would cause a noise nuisance to neighbouring residential properties with the parking to the rear. Against the loss of commercial property. |
| The Town Mayor, Councillor J. Robertson asked that his name be recorded as abstaining on the next planning application | | | |
| 16/00559/FUL Mr Potter | Proposed single storey side extension and new front dormer window. | 34 Gatefield Close Walton On The Naze | APPROVAL |
| 16/00424/OUT Mr Kerry Sullivan AMENDED | Outline planning application for a single dwelling with all matters reserved. | 22 Rokell Way Kirby Cross | REFUSAL – because of the location and close proximity to neighbouring properties a more detailed or a FUL application should be received. |
| 16/00255/FUL Mr & Mrs Taylor AMENDED | Two Storey rear extension, alteration Of existing ground floor side window, New first floor side window and internal alterations. | Coppins Victoria Avenue Kirby Le Soken | REFUSAL – overdevelopment of the site and out of keeping with the street scene. Loss of privacy to neighbouring residents. |
| Councillors Mrs I. Johnson and J. Robertson asked that their names be recorded as abstaining on the next planning application | | | |
| 15/00984/FUL Mr S Watcham AMENDED | C/A Demolition of existing nursery Buildings and erection of two Dwellings. | Great Holland Nurseries Church Lane Great Holland | REFUSAL - against backland development in a conservation area which is also outside the village envelope. Against the loss of employment land. Loss of privacy to neighbouring property which could be reduced if plot 1 was rotated (so that the neighbour viewed the flank wall) and a planting scheme proposed. |

SCHEDULE OF PLANS SUBMITTED-AREA2E TOWN COUNCIL OF FRINTON & WALTON MEETING 28 APRIL 2016

| APPLICATION NO./APPLICANT | PROPOSAL | LOCATION | RECOMMENDATION |
|--|--|--|----------------|
| 16/00536/NMA <u>INFORMATION ONLY</u> | Non material amendment to 13/00515/FUL – Enhancement of an Existing section of the access track at the Naze from a gravel road to a tarmac hardstanding. | The Naze Centre The Naze Old Hall Lane Walton on the Naze | NOTED |
| 16/00566/TCA Mr Clarke | Rear garden. Mimosa tree reduce by 35-40% back to previous cutting points. | Glamis Lodge 34 Fourth Avenue Frinton On Sea | APPROVAL |
| 16/00510/TCA Cochrane Tree Services - Max Cochrane | Fell Holly tree as it is poor health | Gainsboro Lodge 169 Connaught Avenue Frinton On Sea | APPROVAL |
| Councillors Mrs I. Johnson and J. Robertson asked that their names be recorded as abstaining on the next planning application | | | |
| 16/00511/TPO Principal Homes Ltd Shaun Watcham | 1 No. Oak - fell | 10 Cranford Close Frinton On Sea | REFUSAL |
| 16/00513/TCA Mr B Hersh | Front garden - 1 No Eucalyptus - pollard back previous points. Rear garden - 1 No. Eucalyptus - reduce to previous points. 3 No. Spruce - lightly reduce to maintain conical form. 1 No. Holly to be lightly trimmed | Crossways 24 Holland Road Frinton On Sea | APPROVAL |
| 16/00515/TPO Mr D Bursey | 1 No Oak, 1 No. Horse Chestnut - reduce by 20% | Rainbows End Clacton Road Great Holland 205 | APPROVAL |

SCHEDULE OF ACCOUNTS - NO. 2

28 April 2016

| | | | Net £ | Gross £ |
|-------------------------------------|---------------------------------|------------------------------|-----------|------------|
| <u>General:</u> | | | | |
| 1. | Accent Stationers Ltd | Stationery | 116.78 | 140.14 |
| 2. | Birchwood Garden Services | Maintenance | 890.00 | 890.00 |
| 3. | Essex Cleaning Services | Shelter Cleaning | 540.00 | 540.00 |
| 4. | E.on | Electricity | 581.10 | 697.32 |
| 5. | Euro Fire Ltd. | Fire Extinguisher Servicing | 41.65 | 49.98 |
| 6. | Henry Martin & Sons Ltd. | Plumbing Services WWL | 65.00 | 78.00 |
| 7. | Heelis & Lodge | End of year Internal Audit | 300.00 | 300.00 |
| 8. | Iris Payroll Solutions | Payroll Software Update CD | 27.00 | 32.40 |
| 9. | Rialtas Business Solutions Ltd. | Year-end Closedown | 530.62 | 636.74 |
| 10. | Rialtas Business Solutions Ltd. | Software Support | 270.00 | 324.00 |
| 11. | Tendring District Council | C/Hse. annual maint recharge | 853.29 | 853.29 |
| 12. | Veolia ES (UK) Ltd | Empty of Market Bins | 133.46 | 160.16 |
| 13. | Automated Systems Group Ltd. | Copier Service Charge | 99.03 | 118.84 |
| 14. | EALC | EALC & NALC Affiliation Fees | 1612.81 | 1612.81 |
| 15. | Tendring District Council | Market Rent and Rates | 747.60 | 747.60 |
| | | | ----- | ----- |
| | | | 6808.34 | 7181.28 |
| <u>Columbine Centre:</u> | | | | |
| 16. | EDF Energy Customers Plc | Electricity | 2829.11 | 3394.94 |
| 17. | Abbey Electrical (Wholesale) | Technical Supplies | 98.35 | 118.02 |
| 18. | Abbeygate Audit | Stocktaking Services | 100.00 | 100.00 |
| 19. | Newsquest Media Group | Advertising | 63.88 | 76.64 |
| 20. | Tower Security (Tendring) Ltd. | Security Charges | 181.50 | 217.80 |
| 21. | Veolia ES (UK) Ltd. | Empty of Bins | 119.26 | 143.11 |
| 22. | Automated Systems Group Ltd. | Photocopier Service Charge | 82.51 | 99.01 |
| 23. | Corona Energy Retail 2 Ltd. | Gas | 1584.50 | 1901.40 |
| 24. | Booker Limited | Catering Supplies | 116.58 | 118.87 |
| 25. | Mr G Lashmar | Columbine Web-site Update | 31.00 | 31.00 |
| 26. | Roger Hyde Limited | Meadow Suite Floor Maint. | 1155.00 | 1386.00 |
| 27. | TTSS Ltd. | Door System Callout & Maint. | 140.00 | 168.00 |
| 28. | Tendring District Council | Land Rent | 1625.00 | 1625.00 |
| | | | ----- | ----- |
| | | | 8126.69 | 9379.79 |
| Cumulative Total | | | ===== | ===== |
| | | | £14935.03 | £16561.07 |

SCHEDULE OF ACCOUNTS – NO. 2A

28th April 2016

| | |
|--|------------|
| Total Salaries/Wages/Expenses (net) (March 2016) | £10760.32 |
| Employers N.I. (March 2016) | £ 632.15 |
| Less credit from HMRC (refund of penalties) | £ (384.01) |
| Superannuation (March 2016) | £ 1108.05 |
| | ----- |
| | £ 12116.51 |
| | |
| Members Mileage | £ 0.00 |
| | |
| Petty Cash drawn in March 2016 | £ 300.00 |
| | |
| Cumulative total | £12416.51 |