

FRINTON & WALTON TOWN COUNCIL

The Council House, Triangle Shopping Centre, Frinton-on-Sea, Essex, CO13 0AU

Tel: 01255 676666 email: clerk@fwtc.co.uk

MINUTES of the Meeting of FRINTON & WALTON TOWN COUNCIL held

at

The Council House, Triangle Shopping Centre, Frinton-on-Sea on

12th January 2023 at 6.15PM

Present:	Councillors I Johnson, N Turner, M Platt, J Bray, C Keston (from 6.20pm) P Clifton, A Oxley, D Oxley, L Allen, A Davis (until 7.15pm)
In the Chair:	Mayor – Councillor T Allen
Clerk:	Mrs J Woodland
Also present:	Deputy Clerk – Mrs M Townsend 5 members of the public (during the public part of the meeting) and no members of the press

FTC/22/214	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs P Walford, F Knowles, D Miles, T Abrahams and F Robertson
FTC/22/215	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> •Cllr N Turner declared an interest in relation to item 8, planning application 22/01937/FUL •Cllr P Clifton declared an interest in relation to item 8, planning application 22/02050/FULHH
FTC/22/216	<u>EXCLUSION OF PRESS AND PUBLIC</u> RESOLVED: Pursuant to Sub-Section 2 of Section 1 of the public Bodies (Admissions to Meetings) Act 1960, the meeting was closed to the press and public for the transaction of the undermentioned business because of their confidential nature; •Post Office •PCSO Contract
FTC/22/217	<u>POST OFFICE</u> Members considered the confidential report provided by the Post Office Working Party along with legal advice provided by Essex Legal Services. Members agreed that the Post Office provided a community service, however there needed to be a significant reduction in overheads. RESOLVED: To continue running the Post Office (subject to any further legal advice on Subsidiary Control) but with a reduction in staff hours from 55 to 40 hours per week, which will result in reduced opening hours, and may result in redundancies.

<p>FTC/22/218</p>	<p><u>PCSO CONTRACT</u> Members considered the confidential report provided by the PSCO Working Party recommending the Council to retain some form of contract with Essex Police for cover from PSCOs, but with a reduced budget of £140,000 for the financial year 2023/24. Negotiations will need to take place with Essex Police to determine the level of PCSO cover available with the funding limit. RESOLVED: To retain an agreement with Essex Police for reduced cover from PCSOs and a reduction in the Crime & Disorder budget to £140,000 for the year 2023/24.</p>
<p>FTC/22/219</p>	<p><u>TO RECONVENE THE PUBLIC MEETING OF THE TOWN COUNCIL</u> RESOLVED: To reconvene the public meeting of the Town Council at 6.55pm</p>

<p>FTC/22/220</p>	<p><u>PUBLIC QUESTIONS</u></p> <ul style="list-style-type: none"> •A member of the public highlighted the recent changes to the date of the January meeting which he felt caused confusion, along with an item which was omitted from the original agenda published on 5th January, and requested for the regular attendees to have packs posted to them. The Clerk advised that agenda packs are sent out electronically to members of the public who have subscribed to the Mailchimp service, in order not to incur costs. The updated version was issued to Councillors on 6th January, and made publicly available on the Council website and notice board in the Triangle Centre. The Mayor apologised for the change of date for the meeting, however this was necessary due to deadlines set by the District Council for the precept request and recommendations from two working parties and a legal consultant which were required for decisions to be made and the budget setting. •The Council was asked for an update on their current views on the PCSO contract and whether all items detailed in his letter which was submitted to the Council, has been considered. The Mayor advised that the PSCO Working Party had met on 10th and 14th December and recommendations regarding the Crime & Disorder budget will be discussed during item 13 on the agenda.
<p>FTC/22/221</p>	<p><u>MAYOR'S ANNOUNCEMENTS</u> The Mayor advised that he had attended several seasonal events held by the community.</p>
<p>FTC/22/222</p>	<p><u>TOWN PLANNING APPLICATIONS AS PER SCHEDULE ISSUED BY TENDRING DISTRICT COUNCIL</u> The Town Council considered plans for development and recommended accordingly as detailed on the schedule.</p>
<p>FTC/22/223</p>	<p><u>OTHER PLANNING MATTERS</u> Members noted the following planning applications which were at variance with the Town Council's known recommendation:</p> <p>Application No. 22/00640/FUL – Proposal for four town houses – Land at Arthur Ransome Way, Walton on the Naze TDC approval – Town Council recommended refusal</p> <p>Application No. 22/01715/FULH – Demolition of existing outbuilding and installation of new timber framed annex with hipped roof and external timber cladding – Popes, 1 The High Street, Kirby Le Soken TDC approval – Town Council recommended refusal</p> <p>Application No. 22/01700/FUL – Construction of 1, 2-bed bungalow -Land behind Hollyoak, Pork Lane, Great Holland TDC approval – Town Council recommended refusal</p>

FTC/22/224	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <p>Councillor N Turner reiterated the issues that the RNLI in Walton is facing in relation to changes to the style of boat. He is working with the RNLI and has an agenda item for the Naze Management Board to discuss at their meeting in February.</p>
FTC/22/225	<p><u>REGISTER OF MATTERS</u></p> <p>Members received the Register of Matters along with an update provided by Councillor M Platt.</p>
FTC/22/226	<p><u>FIXED WIRING TESTING</u></p> <p>Members noted the work for periodic fixed wiring testing to be undertaken by Bowling Garrard Electrical to the Council House (due October 2022) at a cost of £495, to be expended from '101/4036 Accommodation/Building Equipment Maintenance Renewal' budget which as of November 2022 is 326% overspent.</p>

FTC/22/227	<p><u>RECOMMENDED TREE WORK</u></p> <p>Members considered the previous report submitted to Council on 8th December detailing recommended work to a tree located at Pork Lane Playpark, along with a quotation for the preparation and carving of the white beam tree (T1) to create a 'feature'. Due to the current financial climate, it was agreed to proceed with removing the tree.</p> <p>RESOLVED: To instruct contractor C, 'Tendring Tree Surgery', (at a cost of £480.00 to be expended from budget 4199/103 - Trees), to fell the Whitebeam (T1), grind and remove the stump, and remove all waste from the site.</p>																								
FTC/22/228	<p><u>BUDGET SETTING</u></p> <p>Members gave consideration to the budget estimates and recommendations for income and expenditure for the 2023/24 financial year, as recommended by the Estimates Working Party. The Mayor advised that although the working party had to make tough decisions on proposed budget cuts, these recommendations represented a zero increase for the precept, for the coming tax year.</p> <p>Councillor N Turner requested £20,000 to be budgeted for the next 3 years (to be taken from next years' reserves), so that work can be started on the Neighbourhood Plan. Councillor J Bray suggested that unspent funds from the Crime & Disorder budget could be earmarked for this purpose.</p> <p>RESOLVED: By way of a named vote, the recommendations made by the Estimates Working Party are approved. Resulting in;</p> <ul style="list-style-type: none"> •Precept demand of £653,533 for the year 2023/24 •£78.31 per annum for a band D council taxpayer based on a confirmed tax base of 8345.30 <table border="1" data-bbox="284 1615 1481 2000"> <thead> <tr> <th data-bbox="284 1615 579 1659">Cllrs in favour</th> <th data-bbox="587 1615 1066 1659">Cllrs against</th> <th data-bbox="1074 1615 1481 1659">Cllrs who abstained</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1671 579 1704">Cllr E T Allen</td> <td data-bbox="587 1671 1066 1704">Cllr N Turner</td> <td data-bbox="1074 1671 1481 1704">Cllr J Bray</td> </tr> <tr> <td data-bbox="284 1715 579 1749">Cllr P Clifton</td> <td data-bbox="587 1715 1066 1749">Cllr M Platt</td> <td data-bbox="1074 1715 1481 1749"></td> </tr> <tr> <td data-bbox="284 1760 579 1794">Cllr I Johnson</td> <td data-bbox="587 1760 1066 1794"></td> <td data-bbox="1074 1760 1481 1794"></td> </tr> <tr> <td data-bbox="284 1805 579 1839">Cllr C Keston</td> <td data-bbox="587 1805 1066 1839"></td> <td data-bbox="1074 1805 1481 1839"></td> </tr> <tr> <td data-bbox="284 1850 579 1883">Cllr L Allen</td> <td data-bbox="587 1850 1066 1883"></td> <td data-bbox="1074 1850 1481 1883"></td> </tr> <tr> <td data-bbox="284 1895 579 1928">Cllr A Oxley</td> <td data-bbox="587 1895 1066 1928"></td> <td data-bbox="1074 1895 1481 1928"></td> </tr> <tr> <td data-bbox="284 1939 579 1973">Cllr D Oxley</td> <td data-bbox="587 1939 1066 1973"></td> <td data-bbox="1074 1939 1481 1973"></td> </tr> </tbody> </table>	Cllrs in favour	Cllrs against	Cllrs who abstained	Cllr E T Allen	Cllr N Turner	Cllr J Bray	Cllr P Clifton	Cllr M Platt		Cllr I Johnson			Cllr C Keston			Cllr L Allen			Cllr A Oxley			Cllr D Oxley		
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FTC/22/229	<u>FINANCIAL MATTERS</u> There being no comments or questions, it was RESOLVED: that the tabled schedule of accounts No.13 in the total sum of £14,394.40 net (£16,129.89 gross), be approved for payment and that the schedule of accounts No. 13A in the total sum of £22,420.01 be approved for payment. FURTHER RESOLVED: To receive the Income & Expenditure reports along with the Investment and Bank Reconciliation report for December 2022.
FTC/22/230	<u>INDEPENDENT MEMBER BANK RECONCILIATION</u> Cllr I. Johnson gave a verbal update to members following an independent review she carried out on 15 th December 2022 of the accounts and bank reconciliation. Cllr I Johnson confirmed all was found to be in order and complimented the Clerk on the efficient processes in place.
FTC/22/231	<u>CLERKS REPORT</u> Members received the Clerk's report which included: <ul style="list-style-type: none"> •Two road traffic orders •Updates on previous actions requested of the Clerk •Reminder that the Essex Police Tour takes place in Walton on 1st February 2023 and Frinton on 2nd February 2023 and requested members to advise the Clerk if they wish to attend.
FTC/22/232	<u>MINUTES OF LAST MEETING</u> RESOLVED: That the minutes of the meeting of Frinton & Walton Town Council held on 8 th December 2022 were approved as a correct record and signed by the Mayor.
FTC/22/233	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8th DECEMBER 2022</u> None
FTC/22/234	<u>DATE OF NEXT MEETING</u> The next meeting of Frinton & Walton Town Council will be held on 26th January 2023 at The Council House, Triangle Shopping Centre, Frinton-on-Sea , commencing at 7.15pm

The chairman closed the meeting at 8.30pm.

CHAIRMAN **DATE SCHEDULE OF PLANS**
SUBMITTED TO FRINTON & WALTON TOWN COUNCIL FOR TOWN COUNCIL MEETING 12TH
JANUARY 2023

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
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22/01038/ADV C/A Mr P Hubble	Proposed 2no. externally illuminated fascia signs	Efes Kitchen 33-35 High Street Walton on the Naze
RECOMMEND APPROVAL		
22/01746/FUL Proposed Hannah Short – Vistry Homes Ltd Kirby Cross	development for 16 residential Land dwellings and associated infrastructure	East of Halstead Road
RECOMMEND REFUSAL on the grounds that the site was granted outline planning permission for up to 240 dwellings and that limit has already been exceeded. It is in contradiction to planning policy PPL10 and 16 dwellings is an inadequate contribution to the 5 year plus 20% housing supply.		
22/01936/FULHH Mr Patrick Bajohrs	Proposed alterations to windows and doors to front and side elevations. Velux roof window on rear elevation.	29 Upper Third Avenue Frinton on Sea
RECOMMEND APPROVAL		
22/01937/FUL Mr Stevens	Proposed demolition of former livestock building and replacement with a two bedroom bungalow (in lieu of Prior Approval for conversion of building into a dwelling subject of application 21/00460/COUNOT). Resubmission of application 22/01052/FUL.	Land adjacent to The Willows Little Clacton Road Great Holland
RECOMMEND REFUSAL		
22/01989/FULHH Mr & Mrs Gallagher	Proposed glass balcony and bi-fold doors.	East Lodge Cliff Parade Walton on the Naze
RECOMMEND APPROVAL		
22/01978/FULHH Mr David Horlock	Proposed demolition of existing garage for the construction of new garage and toilet.	9 Audries Estate Walton on the Naze
RECOMMEND APPROVAL		
22/01771/FULHH C/A Mr Peter Dukes	Proposed retrospective application for a new pergola to existing second floor front balcony, a new glazed seating pod to roof top with access and a new flue to log burner and associated works.	1 Old Pier Street Walton on the Naze
RECOMMEND APPROVAL		

22/01942/DETAIL FGH (Essex) Ltd	Reserved matters application for the erection of 1no. three bed detached bungalow considering details of access, appearance, landscaping, layout and scale, pursuant to outline planning permission 19/01760/OUT	Land adjacent Larkwood Kirby Road Great Holland
RECOMMEND APPROVAL		
22/01980/FUL Mr W Bailey	Proposed new single access door to side elevation	Kino Amusements Princes Esplanade Walton on the Naze
RECOMMEND APPROVAL		
22/02018/FULHH Mrs A Riddelsdell	Proposed erection of a single storey rear extension	21 Mill Lane Walton on the Naze
RECOMMEND APPROVAL		
22/02037/FUL Proposed Mrs Boot of Prior Approval application Kirby Cross	erection of one dwelling (in lieu Garfield for 1 one-bedroom Thorpe Road 22/00045/COUNOT). Resubmission of application 22/00890/FUL	Nurseries Mr & dwelling, subject of
RECOMMEND REFUSAL - has not demonstrated the need against LP6 and there is a 25% increase in size		
22/02034/FUL C/A Mr G Matthew	Proposed second floor rear extension and new fire exit stairs	41A High Street Walton on the Naze
RECOMMEND REFUSAL		
22/02059/FULHH Mr & Mrs Shafe	Proposed erection of two storey side extension, 1 no. front facing dormer and 1 no. rear facing dormer	173 Clays Road Walton on the Naze
RECOMMEND APPROVAL		
22/02050/FULHH Mr A Gilman	Proposed single storey side extension.	Bloice 87 Thorpe Road Kirby Cross
RECOMMEND APPROVAL		
22/02063/FULHH Mr & Mrs Lock	Proposed porch	1 Kirkbaye Kirby Cross
RECOMMEND APPROVAL		
22/02004/FULHH Mr J Bettinson – BeverleyAnn Design Ltd	Proposed removal of existing conservatory and installation of new storey extension with roof lantern	34 Greenway Frinton on Sea
RECOMMEND APPROVAL		

22/02005/LUPROP Information Only	Proposed installation of new side dormer to allow for loft conversion	Kerysbian 34 Greenway Frinton on Sea
NOTED		
22/01949/NDPNOT Information Only	Prior Approval Application under Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), for the erection of 12 Vertex-S All black 395w solar panels at a 15 degree angle, south facing onto the surface of a flat roofed garage; Erection of 6 Vertex All black 395w solar panels mounted flat on upper south facing wall of the property (not overlooking the highway). Each panel has the following dimensions 1754mm (H) x 1096mm (W) x 30 mm (D)	Talavera 32 Second Avenue Frinton on Sea
NOTED		
22/02079/TELCOM Information Only	Proposed removal and replacement of 3 no. existing antennas and the existing headframe, with 6 no. upgraded antennas located on a replacement headframe, the installation of 1 no. 300mm diameter transmission dish, and ancillary development thereto	Telecommunications Mast Land adjacent to Walton on the Naze Rail Station The Parade Walton on the Naze
NOTED		
22/02006/TCA Mr Byatt	Lime tree (T1) – reduce to previous points to prevent tree out growing the location	Stocksfield First Avenue Frinton on Sea
RECOMMEND APPROVAL		
22/02042/TPO Mr Michael Archibald	1 No. Scottish Pine – remove 2 lower branches and shorten branches by 3-4m in canopy	8 Louise Close Walton on the Naze
RECOMMEND APPROVAL		
22/02111/TCA Mrs Jan McLellan	1 No. Silver Birch – height reduction, crown lift and thinned	29 Laurel Bank Third Avenue Frinton on Sea
RECOMMEND APPROVAL		
22/02112/TCA Mrs Emma Jane Crown	2 No. Horse Chestnut – height and width reduction, 1 No. Yew – overall reduction	9 Third Avenue Frinton on Sea

RECOMMEND APPROVAL		
22/02115/TCA Mrs Shaer	Yew trees and front hedge – cut back reduce by 6ft and tidy, Shrubs (bay yew, pampus grass, bamboo) – cut back either side of driveway and reduce to gutter height off house. Dying Acacia tree – remove. Dying Firs and Yew shrubs – remove. General tidy off other shrubs in front garden and to cut fir hedge at rear of property	33 Third Avenue Frinton on Sea
RECOMMEND APPROVAL		

SCHEDULE OF ACCOUNTS - NO. 13 (Revised) Tabled: 12 January 2023

						Net	Gross
£		£					
<u>General:</u>							
1.	Barclays	Bacs file Charges	9.00	9.00	DDR		
2.	Barclaycard	Amazon – Shelf Brackets	19.99	23.99			
		Amazon - Phone				41.66	49.99
		Amazon - Signage				16.16	19.40
		LexisNexis – Arnold Baker Book				164.99	164.99
		Amazon – Fire Exit Signage				20.56	24.67
		Amazon – Till Rolls				7.41	8.89
		Amazon – Credit Card Machine			Rolls	7.49	8.99
		Amazon – Water Signage				23.42	28.12
3.	Frinton Business Group	Grant	700.00	700.00			
4.	Castle Water	Water – Council House		121.93		121.93	
5.	Castle Water	Water – KLS	150.29	150.29			
6.	BT	Telephones	460.44	552.53			
7.	Gazprom	Electricity – Council House	98.79	103.73			
8.	Gazprom	Electricity – Council House	173.88			182.57	
9.	BT	Telephones	259.74	311.69			
10.	Gazprom	Electricity – Council House	217.73			228.62	11. Gazprom
		Electricity – Council House	132.21	138.82			
12.	Castle Water	Water – WWL	84.38	84.38			
13.	Accent Stationers	Stationery	159.42	191.30			
14.	Birchwood Garden Services	Maintenance	1445.00	1445.00			
15.	Bunzl Cleaning & Hygiene	Cleaning Products- Toilets	41.17	49.40			
16.	DCK Accounting Solutions	Professional Services	205.00	246.00			
17.	Gartec	Lift Service Contract	376.30	451.56			
18.	Morley Riches & Ablewhite	Council House Service Charge	632.20	758.64			
19.	Swish Hygiene Services	Public Toilets – Sani Service	38.24	45.88			
20.	TJ's Window Cleaning	Window Clean – 06.12.22	20.00	20.00			
	(Tendring) Ltd.	Call-out 07.12.22.	35.63	42.76			
		22. Tower Security (Tendring) Ltd. Key-holder retainer Fee etc.	235.00	282.00			

SCHEDULE OF ACCOUNTS PAYABLE – NO.13A

12th January 2023

Salary Month 9 (December) Payment Made on 23rd January 2023

Superannuation Payment for December, to be Made in the Month of January 2023

HMRC/PAYE Payment For December, to be Made in the Month of January 2023

Total Salaries/Wages/Expenses (December 2022)	£18,346.10
Employers N.I. (December 2022)	£ 1,189.77
Superannuation – Employer contribution (December 2022)	£ 2,706.14

£22,242.01

Member's mileage	£	0.00
Petty Cash drawn 30.11.22 – 03.01.23	£	178.00
Cumulative total		£22,420.01