

FRINTON & WALTON TOWN COUNCIL

The Council House, Triangle Shopping Centre, Frinton-on-Sea, Essex, CO13 0AU
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MINUTES of the Meeting of FRINTON & WALTON TOWN COUNCIL

held at

The Council House, Triangle Shopping Centre, Frinton-on-Sea
on 16th February 2023 at 7.15PM

Present:	Councillors L Allen, F Robertson, F Knowles, A Oxley, I Johnson, T Abrahams, N Turner, P Clifton.
In the Chair:	Mayor – Councillor ET Allen
Clerk:	Mrs J Woodland
Also present:	8 members of the public and no members of the press
Absent:	Councillors J Bray, M Platt

FTC/22/251	<p><u>APOLOGIES FOR ABSENCE</u> Apologies were received from Councillors P Walford, D Miles, A Davis, D Oxley, and C Keston.</p>
FTC/22/252	<p><u>DECLARATIONS OF MEMBERS' INTERESTS</u> None</p>
FTC/22/253	<p><u>PUBLIC QUESTIONS</u></p> <ul style="list-style-type: none"> • <i>With regards to the proposal to outsource the management of the Town Council owned beach huts, do we have any forecasts from the proposed agent on likely income, and have alternative quotations been obtained?</i> <p>In response, Cllr ET Allen advised that the proposed agent has been established in the town for a long time with a prominent position and good management and marketing of beach huts in the area with a good arrangement in place with a nearby retail venue for the handover of keys outside working hours. Any surplus income from the beach huts is proposed to be put aside for future investment into the huts for repair and/or future replacement.</p> <ul style="list-style-type: none"> • <i>With regards to the Post Office, it is understood by the resident that running costs over a three year period will be in the region of £90,000. Should the council continue to run this venture and is it value for money?</i> <p>In response, Cllr ET Allen advised that the Post Office would be discussed later in the agenda under exclusion due to the sensitivity of the content affecting staff, and that no further answer could be given at this time.</p> <ul style="list-style-type: none"> • <i>With regards to the Post Office, a different resident felt the Post Office provided a service to the community and that all attempts to retain it as a community service should be made.</i> • <i>A further resident asked if the council knew at the time that they set up the Post Office, that they were not permitted to make a profit?</i> <p>In response, the Clerk confirmed that had the Post Office been set up as a limited company at the time then it would have been permitted to trade at a profit however because that wasn't done, the legal advice received from Essex Legal Services had confirmed that the franchise is now not permitted to trade at a profit.</p>
FTC/22/254	<p><u>MAYOR'S ANNOUNCEMENTS</u></p> <ul style="list-style-type: none"> • Cllr ET Allen advised members of his attendance at the recent Task & Finish Group at TDC for the local beach hut strategy consultation exercise and that a conclusion was due to be made tomorrow.

	<ul style="list-style-type: none"> • The skatepark event held in Walton at the Town Council’s skatepark was well attended by over 60 young people with Cllr ET Allen attending as Mayor to support the event. • Cllr ET Allen attended a meeting held by Frinton Business Committee where he listened to their plans for the forthcoming Coronation. Cllr Allen confirmed that at the current time, district councillors had been informed there was no budget in place to support such events at district level however he went on to say that the town council had set funds aside in its 2023/24 budget for such events and that he hoped that the town council would be able to support local events.
FTC/22/255	<p><u>TOWN PLANNING APPLICATIONS AS PER SCHEDULE ISSUED BY TENDRING DISTRICT COUNCIL</u></p> <p>The Town Council considered plans for development and recommended accordingly as detailed on the schedule.</p>
FTC/22/256	<p><u>OTHER PLANNING MATTERS</u></p> <p>Determinations at variance to the Town Council’s Recommendations:</p> <p>Members noted the following planning applications which were at variance with the Town Council’s known recommendation: 22/01865/FUL and 22/01771/FULH.</p> <p>Cllr ET Allen referred to a public footpath consultation for Footpath # 18 Mumfords Lane. Discussion concluded that no logic or reasons as to why the change was being proposed, had been made clear.</p> <p>Cllr Turner reported on his recent communications with Taylor Wimpey with regards to a possible future planning application to vary the quota of four-bedroom houses at Samphire Meadow due to a lack of interest from purchasers. Cllr Turner also reported on the pipeline proposals planned by Linden Homes to change the usage of its car park to include CCTV surveillance and a charging tariff for use exceeding a two hour period. It is understood this is due to illegitimate use by third parties which needed to be deterred.</p>
FTC/22/257	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <p>Cllr Turner confirmed that he had attended the recent Police Inspector Tour of Frinton and had asked a pertinent question as to whether the policing for the area will be increased to cater for the busier summer months, to which the answer was no.</p> <p>Cllr Turner also attended the Five Estuaries meeting, Tendring Transport meeting and the Rebel Trust meeting.</p> <p>Cllr Clifton reported that he had attended the recent TDALC meeting, and that he shared a general concern felt by many that the changes to the voting in elections now requiring identification could be a deterrent to voting.</p>
FTC/22/258	<p><u>REGISTER OF MATTERS</u></p> <p>Members reviewed the updated Register of Matters. Cllr Platt being absent was unable to provide an update, however, Cllr Knowles advised that item # 4 (carriageway defects to Clacton Road) could be removed as this was now complete.</p>
FTC/22/259	<p><u>OTHER LOCAL MATTERS WHERE ACTION MAY BE REQUIRED FROM OTHER ORGANISATIONS</u></p> <p>No matters raised.</p>
FTC/22/260	<p><u>COUNCILLORS ALLOWANCES DRAFT POLICY REVIEW</u></p> <p>Members reviewed the draft policy review provided by TDC. It was noted with no comment.</p>
FTC/22/261	<p><u>REVIEW OF BEACH HUT MANAGEMENT</u></p> <p>RESOLVED to adopt all recommendations within the report of the Beach Hut Management including:</p> <ul style="list-style-type: none"> • To outsource the management of the beach huts to Boyden’s Estate Agents with immediate effect • To adopt the suggested hirer and agent fees within the report • To accept Boyden’s terms and conditions

	<ul style="list-style-type: none"> • To provide a kettle, stove and gas canisters to each hut, with delegated authority given to the Clerk to spend up to £200 on the initial outlay of such items, from '150/4216 Beach Huts' from the 2023/24 budget. • To set up a zero earmark for Beach Hut Maintenance to absorb all surplus income for reinvestment into the huts for repair and/or replacement in the future.
FTC/22/262	<p><u>FINANCIAL MATTERS</u></p> <p>There being no comments or questions, it was RESOLVED: that the schedule of accounts No. 15 in the total sum of £71,544.51 net (£74,482.49 gross), and 15a in the total sum of £20,757.38, be approved for payment. FURTHER RESOLVED: To receive the Income & Expenditure reports along with the Investment and Bank Reconciliation report for January 2023.</p>
FTC/22/263	<p><u>CLERKS REPORT</u></p> <p>Members received the Clerk's report which included detail of any actions outstanding from previous meetings, advice to members of the pre-election period commencement date, the change of date to the Annual Town Meeting now falling on the 9th March 2023 at 6pm and a planned period of absence for the Deputy Clerk.</p>
FTC/22/264	<p><u>MINUTES OF LAST MEETING</u></p> <p>RESOLVED: That the minutes of the meeting of Frinton & Walton Town Council held on the 26th January 2023 were approved as a correct record and signed by the Mayor.</p>
FTC/22/265	<p><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON THE 26TH JANUARY 2023</u></p> <p>Cllr ET Allen referred to minute FTC/22/245 and suggested the Market Working Party should meet imminently so their review and proposals would be ready for consideration in the new municipal year. It was agreed that the Clerk would set up the first meeting.</p> <p>Cllr Turner requested the Clerk speak with Cllr Platt to inform on the latest developments with regards to the creation of a Finance Committee detailed under minute FTC/22/244 and FTC/22/246 as this had not yet appeared on the agenda.</p>
FTC/22/266	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of Frinton & Walton Town Council will be held on 9TH March 2023 at The Council House, Triangle Shopping Centre, Frinton-on-Sea, commencing at 7.15pm</p>
FTC/22/267	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p>RESOLVED: Pursuant to Sub-Section 2 of Section 1 of the public Bodies (Admissions to Meetings) Act 1960, the meeting is closed to the Press and Public for the transaction of the under-mentioned business because of their confidential nature;</p> <ul style="list-style-type: none"> • Post Office Restructure • Post Office Legal Advice
FTC/22/268	<p><u>UNDER EXCLUSION – POST OFFICE RESTRUCTURE</u></p> <p>RESOLVED to adopt the suggested revision to the proposed model for the restructure of the Post Office in accordance with the report to council of the 16th February 2023.</p>
FTC/22/269	<p><u>UNDER EXCLUSION – POST OFFICE LEGAL ADVICE</u></p> <p>Members noted the most recent update to legal advice received from Essex Legal Services about Subsidy Control legislation.</p>

The chairman closed the meeting at 9.15 pm.

CHAIRMAN

DATE

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 16th February 2023**

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
22/02066/FUL <u>Amended</u>	Proposed residential dwelling and new dropped kerb and access.	4 Upper Second Avenue Frinton on Sea
Refusal -not in keeping with area.		
23/00062/FUL Penny Investments Ltd.	Proposed erection of a 3-bed bungalow with intergrated garage.	Land to The rear of 23 Manor Road Great Holland
Approval		
23/00072/FULHH Mr J Towns <u>Amended</u>	Proposed erection of part single storey and part two storey rear extension along with the enlargement of existing porch with cladding to existing house.	1 The Crescent Great Holland
Approval		
23/00081/FULHH Victoria Petrakos <u>Amended</u>	Proposed two storey and single storey side extensions, external alterations, and new driveway access.	18 Beaumont Close Walton on the Naze
Approval		
23/00025/FULHH C/A Mrs Svetlana Johnson	Proposed render to first floor using blue/grey compsite cladding.	7 Suffolk Street Walton on the Naze
Approval		
23/00084/FUL Mr Phillips – Abbeylord Properties Ltd	Proposed conversion, demolition, and extensions to provide 2 x self-contained dwellings.	Former Coastguard Clubhouse Hall Lane Walton on the Naze
Approval – add chimneys and frosted glazing for privacy.		
23/00067/FUL C/A HJ Collection 2 Ltd	Application for demolition of existing shop unit with flat above at 25 The Parade and erection of replacement building to contain 6no. flats. Conversion of 26 The Parade to contain 4no. flats.	25 and 26 The Parade Walton on the Naze
Refusal – no parking. Out of keeping with conservation area. Does not meet PPL10. Not in keeping with street scene. No need for single bedroom flats.		
23/00108/FULHH Mr & Mrs Patel	Proposed single storey rear extension to extend 6m with roof height to match existing utility room to provide a new kitchen and dining area.	Osiers 22 Thorpe Road Kirby Cross
Approval		

23/00174/FUL Mr Barrett	Two package treatment plants (retention of).	Maltings Lodge Malting Lane Kirby Le Soken
Refusal – concerns of foul water and flooding. Not sufficient information.		
23/00125/NMA <u>Information Only</u>	Non-Material Amendment to application reference 22/01493/FULHH for roof tiles to be changed to slate roof tiles to client specification (Or similar approved).	21 Warley Way Frinton on Sea
Noted		
23/00085/LUPROP <u>Information Only</u>	Proposed garage conversion.	70 Edenside Kirby Cross
Noted		
23/00068/LUPROP <u>Information Only</u>	Proposed single storey rear extension.	5 Heronsgate Frinton on Sea
Noted		
23/00069/LUPROP <u>Information Only</u>	Proposed removal of existing conservatory and replace with new single storey rear extension with new roof lantern and bi-fold doors.	24 Great Harrods Walton on the Naze
Noted		
22/01950/NMA <u>Information Only</u>	Non-Material Amendment to application reference 22/00192/FULHH to change approved window to bedroom into outward opening French doors.	3 Devereaux Close Walton on the Naze
Noted		
23/00080/TCA Mr Chris Mack	1 No. Ash – reduce by 35%, 1 No. Conifer – reduce by a third in height.	15 Fourth Avenue Frinton on Sea
Approval		
23/00113/TCA Nr Burgoyne	Golden cypress (T1) - remove to prevent damage to drain and allow garden redesign with more appropriate species for the location. Dead crab apple (T2) - remove to allow reparation works to wall and replanting.	38 Second Avenue Frinton on Sea
Approval		

SCHEDULE OF ACCOUNTS - NO. 15**16 February 2023**

		Net £	Gross £
General:			
1.	Automated Systems Ltd.	Copier Service Charges	223.09 267.71
2.	Barclays	Bacs File Charges	12.00 12.00
3.	BT	Telephone Charges	260.20 312.24
4.	Castle Water	Water – WWL Allotments	357.81 357.81
5.	Castle Water	Water – WWL allotments (Jan.)	72.34 72.34
6.	A Joshua – A J Property Maint.	Bus Shelter Redecoration	430.00 430.00
7.	Aylesford Electrical Contractors Ltd.	Electrical Works	6821.20 8185.44
8.	Birchwood Garden Services	Maintenance	1195.00 1195.00
9.	Bunzl Cleaning Supplies	Toilets – Cleaning Supplies	185.18 222.21
10.	Bunzl Cleaning Supplies	Toilets – Cleaning Supplies	244.77 293.72
11.	Mr C Miller	Allotment Deposit Return	50.00 50.00
12.	Playdale Playgrounds	Replacement Seat	535.08 642.10
13.	Police & Crime Commissioner	PCSO Charges	52076.26 52076.26
14.	T Poole	Optical Fee Reimbursement	100.00 100.00
15.	Tendring District Council	Market Rent & Rates	772.60 772.60
16.	TJ's Window Cleaning	Window Cleaning 07.02.23.	20.00 20.00
17.	Tower Security (Tending) Ltd.	Call-out to site 29.01.23.	57.94 69.53
18.	Wivenhoe Town Council	RFO Support	115.00 115.00
19.	Barclaycard	Amazon – Rivets	9.89 11.87
		Amazon – Receipt Books	4.87 5.84
		Amazon – Signage Returns	(16.16) (19.40)
		Amazon – Ink Cartridge	19.90 24.89
		Amazon – Vinyl Stickers	8.97 10.77

		£63555.94	£65227.93
Columbine Centre:			
20.	Worldpay	Credit Card Machine Fees	35.06 40.07
21.	Corona Energy	Gas Supplier Adjustment	574.25 689.11
22.	Corona Energy	Gas	3923.26 4707.91
23.	Booker Limited	Bar Supplies	689.17 822.28
24.	Bunzl Cleaning Supplies	Cleaning Supplies	97.75 117.30
25.	Bunzl Cleaning Supplies	Hand Towels	60.00 72.00
26.	Bunzl Cleaning Supplies	Cleaning Supplies	392.01 470.41
27.	Henry Martin & Sons Ltd.	Heating Timeclock Replacement	203.26 243.91
28.	Tower Security (Tendring) Ltd.	Security Patrols	224.73 269.67
29.	Tendring District Council	Land Rent	1625.00 1625.00
30.	Veolia	Empty of Bins	164.08 196.90

		£7988.57	£9254.56
	Cumulative Total	£71544.51	£74482.49

SCHEDULE OF ACCOUNTS PAYABLE – NO. 15A

16th February 2023

Salary Month 10 (January) Payment Made on 26th January 2023

Superannuation Payment For January, to be Made in the Month of February 2023

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

Total salaries/wages/expenses (January 2023)	£16,980.11
Employers N.I. (January 2023)	£ 1,037.95
Superannuation – Employer contribution January 2023)	£ 2,603.32

	£20,621.38
Member's mileage	£ 0.00
Petty cash drawn 04.01.23 – 07.02.23	£ 136.00
Cumulative total	£20,757.38