

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 Thursday 8th June 2023 at 7.15PM

Present:	Councillors ET Allen, I Johnson, F Robertson, L Jacobs, A Oxley, N Hayes, J Robertson, N Turner, M Platt, A Cossens, M Cossens, R Everett, R Morgan, D Land.
In the Chair:	Deputy Mayor – Councillor D Miles
Clerk:	Mrs J Woodland
Also present:	7 members of the public and no members of the press
Absent:	None

FTC/23/32	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr P Clifton.
FTC/23/33	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None.
FTC/23/34	<u>PUBLIC QUESTIONS</u> A resident from Kirby le Soken enquired why there had been no progress to grass cutting on the grass area in Hillcrest, and why the footpaths in the village continue to remain in a poor state. It was acknowledged that ownership of this area is under question and is believed not to be under the ownership of either district or town council. In response, Cllr N Turner advised he will speak to the portfolio holder at TDC regarding the grass cutting, and Cllr M Cossens confirmed he had placed two requests with TDC to sort out the grass verges and footpaths throughout the village. A resident representing Frinton Residents Association enquired as to the possibilities of engaging with local bodies including the fire service, police etc to arrange a multi-agency community safety event as has recently been seen in Clacton. The issue of the traffic hold-ups caused by the uncoordinated placing of temporary traffic lights and the closure of the road through Kirby le Soken was debated and it was confirmed by Cllr M Platt that he had extended an invitation to both Cllr L Scott of ECC Highways, and the PFCC Mr Roger Hirst, to come before the council to discuss the issues raised in respect of both questions raised above. Cllr D Miles confirmed she would take an action to liaise with the PFCC. Cllr N Turner requested a future agenda item to be considered by council as to the possibilities of live-streaming council meetings to social media. It was agreed that the Clerk would take this action to investigate and raise on a future agenda.
FTC/23/35	<u>MAYOR'S ANNOUNCEMENTS</u> None.
FTC/23/36	<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>Cllr R Everett wished it to be noted that he will be abstaining from all current and future planning applications brought before the town council due to his involvement on the district planning committee.</p> <p>In respect of application 22/01333, it was agreed that Cllr M Cossens would call in the application at district and that the town council would be represented by Cllr M Cossens and Cllr N Turner.</p>
FTC/23/37	<p><u>OTHER PLANNING MATTERS</u> Determinations at variance to the Town Council’s Recommendations: Members noted planning applications which were at variance with the Town Council’s known recommendation.</p> <p>RESOLVED to respond to the North Falls consultation with the same comments as previously made to the recent Five Estuaries consultation with the additional comment that the council feel that the temporary road proposed around Thorpe le Soken should be a permanent road.</p> <p>RESOLVED to respond to the Colchester Borders Garden Community consultation in support.</p>
FTC/23/38	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u> None.</p>
FTC/23/39	<p><u>FINANCIAL MATTERS</u> There being no comments or questions, it was RESOLVED: that the schedule of accounts No. 3 in the total sum of £7237.03 net (£8077.58 gross), and schedule 3A in the sum of £20,762.85 be approved for payment. FURTHER RESOLVED: that the Year End Accounts 2022/23 are approved.</p>
FTC/23/40	<p><u>ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 1 – ANNUAL GOVERNANCE STATEMENT</u> RESOLVED to approve the Annual Governance Statement Section 1 of the AGAR.</p>
FTC/23/41	<p><u>ANNUAL GOVERNANCE ACCOUNTABILITY RETURN SECTION 2 – ACCOUNTING STATEMENTS</u> RESOLVED to approve the accounting statements in Section 2 of the AGAR. RESOLVED to approve the Mayor to sign the accounting statement. The dates of the period for the exercise of public rights will commence on 15th June 23 and end on 26th July 23.</p>
FTC/23/42	<p><u>CLERKS REPORT</u> Members received the Clerk’s report which included an update to previous actions raised, a further reminder to members to please use their @FWTC.co.uk email addresses for council business, an update on progress in adding Cllrs Morgan, J Robertson and R Everett to the bank mandate, and a request to members to please arrange a convenient time with the office before visiting.</p>
FTC/23/43	<p><u>CCTV POLICY</u> RESOLVED to adopt the CCTV Policy for a period of four years.</p>
FTC/23/44	<p><u>FREEDOM OF INFORMATION POLICY</u> RESOLVED to adopt the Freedom of Information Policy for a period of four years on the proviso that the Deputy Clerk is made point of contact for FOI requests to ensure the Clerk remains neutral in the event of an appeal at which point the Clerk is then involved and able to advise the Council.</p>
FTC/23/45	<p><u>SUBJECT ACCESS POLICY</u> RESOLVED to adopt the Subject Access Policy for a period of four years.</p>
FTC/23/46	<p><u>EXPENSES POLICY</u> RESOLVED to adopt the Expenses Policy for a period of three years.</p>
FTC/23/47	<p><u>EQUALITY, DIVERSITY & INCLUSIVITY POLICY</u> RESOLVED to adopt the Equality, Diversity & Inclusivity Policy for a period of four years.</p>
FTC/23/48	<p><u>MINUTES OF LAST MEETING</u> RESOLVED: That the minutes of the Annual Town Council meeting of Frinton & Walton Town Council held on 18th May 2023 be approved as a correct record and signed by the Mayor.</p>

	RESOLVED: That the minutes of the meeting of Frinton & Walton Town Council held on 18 th May 2023 be approved as a correct record and signed by the Mayor.
FTC/23/49	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18th MAY 2023</u> Cllr R Everett requested that his abstention from all planning applications now and in future be noted on minutes.
FTC/23/50	<u>MINUTES OF THE LAST RECREATION & AMENITIES COMMITTEE MEETING</u> Members received the minutes of the meeting of the Recreation & Amenities Committee meeting held on the 25 th May 2023.
FTC/23/51	<u>RECOMMENDATIONS OF THE RECREATION & AMENITIES COMMITTEE MEETING</u> Members considered the following recommendations: <ul style="list-style-type: none"> • To commission an external review of the Columbine Centre to cover all aspects of the running of the service. RESOLVED to instruct the Clerk to make enquiries with external providers of this service to ascertain possibilities and pricing, with acknowledgement that once a suitable quotation is sought, to earmark funds at that point as it was felt it would be difficult to earmark without an amount known.
FTC/22/52	<u>DATE OF NEXT MEETING</u> The next meeting of Frinton & Walton Town Council will be held on the 29th June 2023 at The Council House, Triangle Shopping Centre, Frinton-on-Sea , commencing at 7.15pm

The Chair closed the meeting at 9.20pm.

CHAIRMAN

DATE

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 8th June 2023**

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
23/00067/FUL <u>Amended</u>	Proposed application for demolition of existing shop unit with flat above at 25 The Parade and erection of replacement building to contain 3no. flats. Conversion of 26 The Parade to contain 4no. flats. Conversion of 26 The Parade to contain 4no. flats.	25 and 26 The Parade Walton on the Naze
Recommends - Refusal – more flats not required, would like this to go to committee if officers are going to agree plan. Does not consider conservation area. The amendments to the plans are not clear.		
23/00648/FULHH Mr and Mrs Grover	Proposed pitched roof to garage to replace existing flat roof.	5 Upper Second Avenue Frinton on Sea
Recommends - Approval		
23/00661/NDPNOT Mr M Robinson Academies Enterprise Trust	Application under Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed installation of 66 No. PV solar panels with a maximum output of 25.41 kWp on a flat roof facing south towards the rear of the school.	Hamford C P School Elm Tree Walton on the Naze
Recommends – Approval. Please note Councillor Terry Allen abstained.		
23/00642/FULHH Mr Nicholas Brown	Erection of two storey side extension and first floor rear extension.	26 Halstead Road Kirby Cross
Recommends - Approval		
23/00665/FUL Mr Adam Voller	Siting of single Glamping Pod for Air BnB/short holiday lets.	Sapper Cottage 4 The Street Kirby Le Soken
Recommends – Refusal – small inappropriate site. Please note Councillor Nick Turner declared interest.		
23/00692/FUL C/A Ms C Selden – RNLI (Charity)	Proposed temporary fencing to car parking area (renewal of temporary planning permission).	The Lifeboat House The Parade Walton on the Naze
Recommends – Refusal – not temporary – should be permanent with design in keeping with the local area.		
22/01333/FUL <u>Amended</u>	Proposed re-plan of part of site to provide 24 additional smaller units increasing total from 210 to 234 (as alternative to part of planning permission 16/00031/OUT and 20/00307/DETAIL).	Land West of Turpins Farm Walton Road Kirby Le Soken
Recommends – Refusal – over development – never agreed to more than 210 properties. Takes away aspirational aspect. Why no 30mph zone?		

23/00084/FUL Amended	Proposed conversion, demolition and extensions to provide 2 x self contained dwellings.	Former Coastguard Clubhouse Hall Lane Walton on the Naze
Recommends – Refusal – based on environmental agency report.		
<u>23/00720/LUPROP</u> Mr Kevin Sullivan	Proposed installation of integrated solar panels on roof.	6 The Crescent Frinton On Sea
Noted		
23/00675/TCA Mrs Anne Giles	1 no. Holly – 50% reduction, 2 No. Sweet Chestnut – reduce, 1 No. Beech – reduce, 1 No. Garrya – 50% reduction, 1 No. Hazel – 50% reduction and 1 No. Magnolia – remove select number of branches.	Chaplins Church Lane Great Holland
Recommends - Approval		
23/00715/TCA Mr Higgins	1 No. Cherry Tree – Remove larger deadwood. 1 No Hawthorn – reduce by 2m overall, crown lift over pavement to 3m above ground level. 1 No. Purple Prunus – fell to ground level. 2 No. Hawthorns – Reduce by 2m overall, crown lift over pavement to approx.. 3m above ground level. 1 No. Apple Tree – Remove lowest branch over pavement back to main trunk, reduce remainder by up to 2m overall.	Morleigh 69 Third Avenue Frinton on Sea
Recommends – Approval		

SCHEDULE OF ACCOUNTS - NO. 3

8 June 2023

		Net £	Gross £	
<u>General:</u>				
1.	Barclays	Bacs file Charges	9.00	9.00
2.	Mrs Coldwell	Allotment Deposit Return	100.00	100.00
3.	Mr Garle	Allotment Deposit Return	50.00	50.00
4.	SEFE Energy	Electricity - March	314.65	377.58
5.	SEFE Energy	Electricity - April	171.54	180.12
6.	SEFE Energy	Mtr. 1 Electricity - March	176.99	185.84
7.	SEFE Energy	Mtr. 1 Electricity - April	131.86	138.45
8.	The Naze Protection Society	Grant	295.00	295.00
9.	Castle Water	Water Supply – WWL	78.99	78.99
10.	BT	Telephone Charges	123.75	148.50
11.	A Joshua – A J Property Maint.	Tap Replacement	180.00	180.00
12.	Birchwood Garden Services	Maintenance	270.00	270.00
13.	Bunzl Cleaning & Hygiene	Cleaning Materials	116.53	139.84
14.	Bunzl Cleaning & Hygiene	Toilet Paper for Public Toilets	216.96	260.35
15.	A. Robinson	Defibrillator Cabinet installation	120.00	144.00
16.	A. Robinson	Electrical Repair at Public Toilets	260.00	312.00
17.	TDC	Market Rent & Rates	772.60	772.60
18.	TJ's Window Cleaning Services	Window Cleaning - 30.05.23.	20.00	20.00

			£3407.87	£3662.27
 <u>Columbine Centre:</u>				
19.	Booker Limited	Bar Supplies	283.83	330.12
20.	SEFE Energy	Electricity – March	988.33	1186.00
21.	SEFE Energy	Electricity – April	841.29	1009.55
22.	Castle Water	Water Supply	756.04	756.04
23.	A Joshua - AJ Property Maint.	Toilet Repair	90.00	90.00
24.	Bunzl Cleaning & Hygiene	Cleaning Supplies	371.98	446.38
25.	Henry martin & Sons Ltd.	Replacement Spirax AAV	250.52	300.62
26.	Tower Security (Tendring) Ltd.	Security Patrols	247.17	296.60

			£3829.16	£4415.31
		Cumulative Total	£7237.03	£8077.58

REVISED SCHEDULE OF ACCOUNTS PAYABLE – NO. 3A

8th June 2023

Salary Month 2 (May) Payment Made on 26th May 2023

Superannuation Payment For May, to be Made in the Month of June 2023

HMRC/PAYE Payment For May, to be Made in the Month of April 2023

Total salaries/wages/expenses (May 2023)	£17,024.94
Employers N.I. (May 2023)	£ 1,119.11
Superannuation – Employer contribution May 2023)	£ 2,542.30

	£20,686.35
Member's car allowance claim	£ 00.00
Petty cash drawn 11.05.23– 31.05.23	£ 76.50
Cumulative total	£20,762.85