

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 2nd November 2023 at 7.15PM**

Present:	Councillors D Miles, ET Allen, I Johnson, A Oxley, N Turner, M Platt (left at 8.50pm), D Land (left at 7.55pm), J Robertson, F Robertson, N Hayes, A Cossens, M Cossens and R Everett
In the Chair:	Mayor - Councillor P Clifton
Clerk:	Town Clerk – J Woodland
Also present:	Deputy Clerk – M Townsend 12 members of the public and no press
Absent:	n/a

FTC/23/120	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Councillors L Jacobs and R Morgan
FTC/23/121	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> <ul style="list-style-type: none"> • Cllr R Everett in relation to his position as a member of the Tendring District Council Planning Committee and therefore abstained from voting. • Cllrs A Oxley and J Roberston in relation to item 9 on the agenda – Grant application from Walton Forum due to the positions they hold within the organisation. They vacated the room and abstained from voting. • Cllr D Miles in relation to item 9 on the agenda – Grant application from Walton Forum. Cllr Miles abstained from any discussion/voting. • Cllr P Clifton in relation to planning application 23/01380/FUL and vacated the room and abstained from any discussions/voting.
FTC/23/122	<u>PUBLIC QUESTION</u> <ul style="list-style-type: none"> • Clerk confirmed that no response has been received to the correspondence sent to the Planning Inspectorate regarding planning appeal 21/02181/FUL, detailing an objection to this matter being represented by written comments only, and that no face-to-face meeting would take place. • Safety concerns were raised in relation to the public roads surrounding the Elm Tree Avenue development. Not only was the new drainage defective causing pooling, but it is evident that the lorries visiting and vacating the site are not jet washing their tyres evidenced by the covering of mud and debris across the public highway. Clerk agreed to write to the Head of Enforcement at Tendring District Council and Cllr M Platt agreed to make contact with Wimpy Homes. • Cllr D Land agreed to contact parking enforcement to deal with the issue of parked cars by the Halstead Road traffic lights. • A resident asked why supporting information is no longer accompanying the agenda displayed on the website. The Clerk advised that this is likely to be an oversight due to the previously advised staff shortages, but that full packs of papers were available for collection in the foyer. • Members congratulated Frinton in Bloom for being picked by Anglia in Bloom to represent the area as a finalist in the national Britain in Bloom competition next year. Members agreed that the Council will need to meet with Tendring District Council to discuss how all parties can work together.

FTC/23/123	<p><u>MAYORS ANNOUNCEMENTS</u></p> <ul style="list-style-type: none"> •The Mayor and Cllr M Platt recently met with the Chair of Kirby Residents Association. •The Mayor, Deputy Mayor and Clerk recently met with Essex Police personnel to discuss the work of the PSCOs and local issues. Members were made aware that PCSO Diss has recently been presented with the Unsung Hero Award at the Tendring Youth Awards and Essex PCSO of the Year. The Clerk agreed to send a formal letter of congratulations from the Council. 						
FTC/23/124	<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/23/125	<p><u>OTHER PLANNING MATTERS</u></p> <p>Members noted the following determinations at variance to the Town Council’s recommendations: App No. 23/00373FUL – Proposed erection of care home – Elm Tree Residential House, Elm Tree Close, Frinton on Sea TDC Approval – Town Council – Neutral</p> <ul style="list-style-type: none"> •Council was asked to support local residents with their endeavours to seek action against a local resident who has sited a large static caravan within the back garden where restrictive covenants are in place. The Clerk agreed to write to Tendring District Council’s Planning Department expressing concerns regarding the issues pertaining to planning (enforcement) at this property and possible non-compliance with conditions. 						
FTC/23/126	<p><u>FINANCIAL MATTERS</u></p> <p>There being no comments or questions, it was RESOLVED: to approve the Schedule of Accounts Payable 10 in the sum of £31,545.32 (net) and £32,284.35 (gross), and 10A in the sum of £22,182.86. FURTHER RESOLVED: To receive the Income & Expenditure reports along with the Investment and Bank Reconciliation report for September 2023.</p>						
FTC/23/127	<p><u>PURCHASE OF MOBILE PHONES</u></p> <p>RESOLVED: To purchase three smart mobile phones with data plan to be expended from 102/4021 to eliminate the use of the Clerk, Deputy Clerk and Columbine Centre staff’s own person mobile phones for business use.</p>						
FTC/23/128	<p><u>GRANT APPLICATION</u></p> <p>RESOLVED to award a grant of £1000 to Walton Forum Group in support of their festive late night shopping event for Walton taking place 1st December 2023, to be expended from 108/4151 Grants.</p>						
FTC/23/129	<p><u>INTERNAL AUDIT INTERIM REVIEW REPORT</u></p> <p>Members noted the Internal Auditors report from the interim review carried out October 2023 and considered any recommendations. It was agreed that there were no necessary actions to be taken and the Clerk confirmed that the fidelity cover would be reviewed, as part of the Council’s insurance policy, when renewal is due at the end of the financial year.</p>						
FTC/23/130	<p><u>MINUTES OF THE FINANCE COMMITTEE MEETING</u></p> <p>RESOLVED: To receive the minutes of the Finance Committee Meeting of the 19th October 2023. FURTHER RESOLVED: To approve the following recommended earmarks from the general reserve funds:</p> <table border="1" data-bbox="284 1816 1485 2051"> <thead> <tr> <th data-bbox="284 1816 687 1868">Item</th> <th data-bbox="687 1816 1086 1868">Amount</th> <th data-bbox="1086 1816 1485 1868">Purpose</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1868 687 2051">Columbine Maintenance – Roof Repairs</td> <td data-bbox="687 1868 1086 2051">£130,500</td> <td data-bbox="1086 1868 1485 2051">Repair to leaking/corroded roof. Currently experiencing significant leaks across whole building including Bowls Club. Leaks are</td> </tr> </tbody> </table>	Item	Amount	Purpose	Columbine Maintenance – Roof Repairs	£130,500	Repair to leaking/corroded roof. Currently experiencing significant leaks across whole building including Bowls Club. Leaks are
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Columbine Maintenance – Roof Repairs	£130,500	Repair to leaking/corroded roof. Currently experiencing significant leaks across whole building including Bowls Club. Leaks are					

			causing damage to furnishings and bowls club equipment. Due to size of costs involved, process is subject to public procurement process.
	IT Provision	£3,500	Migration of IT support to a subscription package, IT training and full usage of Cloud 365 plus migration to Decisions application.
	Columbine Land Purchase	£75k	Anticipated costs to purchase land at £150k. Propose 50% to be earmarked now with further 50% to be earmarked in 2024/25 budget.
	Legal Costs	£2000	Legal work to be undertaken on ascertaining land ownership of land surrounding the Wittonwood Lane allotments that is occupied by problematic trees as highlighted on the annual tree survey – also attracting numerous complaints from allotment tenants. In addition, review of land owned by Town Council that is not currently/correctly registered on Land Registry database.
FTC/23/131	<u>MINUTES OF THE RECREATION & AMENITIES COMMITTEE MEETING</u> RESOLVED: To receive the minutes of the Recreation & Amenities Committee meeting held on 28 th September 2023.		
FTC/23/132	<u>MINUTES OF THE PERSONNEL COMMITTEE MEETING</u> RESOLVED: To receive the minutes of the Recreation & Amenities Committee meeting held on 6 th October 2023. Clerk agreed to amend the minutes with the correct date.		
FTC/23/133	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: To approve as a correct record, the minute of the Town Council meeting held on the 12 th October 2023.		
FTC/23/134	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 12th OCTOBER 2023</u> None		

FTC/23/135	<u>DATE OF NEXT MEETING</u> The next meeting of Frinton & Walton Town Council is scheduled to be held at The Council House, Triangle Shopping Centre, Frinton on Sea CO13 0AU on the 23rd November 2023 at 7.15pm .
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The Chair closed the meeting at 9.15pm

CHAIR

DATE

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 2ND NOVEMBER 2023**

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
<u>23/01343/FULHH</u> Dr and Mrs E Lemke	Proposed erection of annexe and store	103 Hall Lane Walton On The Naze Essex CO14 8HW
Recommend approval		
<u>23/01402/FUL</u> Mr Ronnie Collier	Proposed erection of detached carport	Land East of Nortons Barn 72 The Street Kirby Le Soken Essex CO13 0EG
Recommend approval		
<u>23/01410/FUL</u> Mrs Vanessa Vu	Proposed alteration to existing shopfront, comprising of replacement and relocation of existing door, removal of existing detailed glazing and replace with clear glass panels, and black tiles applied to existing stall riser	67 Connaught Avenue Frinton On Sea Essex CO13 9PP
Recommend refusal on the grounds that the application does not fully comply with the Shopfront Design Guide which states that historical glazing patterns should be retained or reinstated.		

23/01414/FUL Tesco Stores Ltd	Proposed change of use of the former car showroom and garage to a retail convenience store comprising of associated external alteration, plant equipment, parking and servicing area	Vernon Haddock Cars Ltd 15 - 19 Frinton Road Kirby Cross Frinton On Sea Essex CO13 0LB
Recommend approval but ask that sound attenuation (in relation to the cooling system) is given consideration due to the location of nearby residential properties.		
23/01380/FUL Mrs Tracy Hide	Proposed change of use for a outbuilding to a holiday let.	19 Ashes Close Walton On The Naze Essex CO14 8TZ
Recommend refusal on the grounds of insufficient parking, inadequate access (via a gate in the fence which leads on to Elm Tree Avenue) and no mechanism for enforcing holiday lets.		
23/01425/FULHH Mr and Mrs James	Proposed reinstatement of original front gable roof, corner turret and front and rear pitched roof dormers.	16 Third Avenue Frinton On Sea Essex CO13 9EG
Recommend approval		
23/01428/FULHH Ms Frances Delhoy	Use of existing flat roof extension as a new balcony balustrading.	21 Warley Way Frinton On Sea Essex CO13 9PA
Recommend approval		
23/01456/FULHH Mr Walker	Erection of first floor side extension and alterations to existing roof	90 Laburnum Crescent Kirby Cross Frinton On Sea Essex CO13 0RH
Recommend refusal on the grounds of poor design and not in keeping with the street scene.		
23/01437/HHPNOT Mr and Mrs R Maycock	Prior Approval Application under Part 1, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed removal of existing single storey flat roof garden room and replace with new garden room and flat roof (Depth 8m, Maximum Height 3m, Eaves Height 3m)	89 Walton Road Frinton On Sea Essex CO13 0AB
Recommend refusal due to the significant lack of information.		

23/01405/TCA Mr Sleep	1 Ash tree - cut back to boundary line	68 Second Avenue Frinton On Sea Essex CO13 9LX
Recommend approval		
23/01439/TCA Mr Alan Briggs	2 No. - Sycamore - fell	Roundwood 3 Ashlyns Road Frinton On Sea Essex CO13 9ET
Recommend approval		
23/01445/TCA Mrs Young	Fell 3 Cuppressus Leylandii trees to ground level	Astaire House First Avenue Frinton On Sea Essex CO13 9HA
Recommend approval		
23/01450/WTPO Mrs Edna Booth	Reduce Oak tree by 30%	8 Village Close Kirby Cross Frinton On Sea Essex CO13 0PF
Recommend refusal on the grounds that the oak tree enhances the street scene, is an asset to the town and would be a great loss to the street scene.		

Schedule 10 - 02.11.2023

Invoice	Purpose	Net (£)	Gross (£)
MR ROTHERY	ALLOTMENT DEP RETURN 36B WWL	50.00	50.00
SIMON CARTER	ALLOTMENT DEP RETURN 5A PBL	50.00	50.00
BT	TELEPHONES	276.63	331.96
BOOKER	BAR SUPPLIES	457.86	542.48
WORLDPAY	WORLDPAY	40.25	46.30
SEFE Energy	GAS/ELECTRIC	139.02	145.97
SEFE Energy	GAS/ELECTRIC	50.73	53.27
SEFE Energy	GAS/ELECTRIC	804.32	965.18
TENDRING DISTRICT COUNCIL	ELECTION EXPENSES	20822.80	20822.80
CLOUDY IT	LAPTOP & DOCKING STATION	1056.25	1267.50
TJ'S	WINDOW CLEANING	20.00	20.00
DKS IT	IT SUPPORT	458.80	458.80
BNP PARIBAS	PHOTO COPIER/PRINTER LEASE	414.00	496.80
TENDRING DISTRICT COUNCIL	LAND RENT - SKATEPARK	1625.00	1625.00
TENDRING DISTRICT COUNCIL	LAND RENT/RATES - WALTON MARKET	772.60	772.60
EALC	MANAGING SICKNESS ABSENCE COURSE	80.00	96.00
BUNZL	CLEANING SUPPLIES	147.09	176.51
BOOKER	BAR SUPPLIES	108.31	128.50
ABBAY ELECTRICAL	ELECTRICAL SUNDRIES	26.10	31.32
VEOLIA	WASTE MANAGEMENT	201.29	241.55
HEELIS & LODGE	AUDIT SERVICES	370.00	370.00
ROYAL BRITISH LEGION	POPPY WREATHS	125.00	125.00
VIKING	STATIONERY	87.69	105.23
CLLR PAUL CLIFTON	MAYORS ALLOWANCE PAYMENT	1305.00	1305.00
BARCLAYCARD	DEFIB BATTERIES, PRINTER CONSUMABLES, LAPTOP CARRY-CASE	556.58	556.58
WALTON TOWN HARD ASSN	REMOVAL OF INVASIVE GRASS	500.00	500.00
FRINTON BUSINESS GROUP	GRANT OF £1000 RE FESTIVE SHOPPING	1000.00	1000.00
Totals		31545.32	32284.35

SCHEDULE OF ACCOUNTS PAYABLE – NO. 10A

2nd November 2023

Salary Month 7 (October) Payment Made on 26th October 2023

Superannuation Payment for October, to be Made in the Month of November 2023

HMRC/PAYE Payment For October, to be Made in the Month of November 2023

Total salaries/wages/expenses (October 2023)	£18,351.90
Employers N.I. (October 2023)	£ 1,260.37
Superannuation – Employer contribution October 2023)	£ 2,570.59

	£22,182.86
Member's car allowance claim	£ 00.00
Petty cash drawn 05.10.23–	£ 00.00
Cumulative total	£22,182.86