

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 Thursday 4th January 2024 at 7.15PM**

Present:	Councillors ET Allen, I Johnson, N Turner, A Oxley, N Hayes, R Morgan, D Land, R Everett, L Jacobs and M Platt (arrived at 7.50pm)
In the Chair:	Mayor - Councillor P Clifton
Clerk:	Town Clerk – J Woodland
Also present:	Deputy Clerk – M Townsend In excess of 50 members of the public (in the chamber and foyer). No Press.
Absent:	None

FTC/23/167	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Councillors F & J Robertson, A & M Cossens and D Miles
FTC/23/168	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> •Cllr R Everett in relation to his position as a member of the Tendring District Council Planning Committee and therefore abstained from voting.
FTC/23/169	<u>PUBLIC QUESTIONS</u> A large number of residents attended the council meeting to express their concerns regarding the council's decision not to renew the lease for Walton Market to continue trading on the Millennium Car Park in Walton. Members were asked if the Columbine and Post Office make a profit, breakeven, or make a loss and when considering best value, why is a loss of £11k for Walton Market not tolerable, taking into consideration the benefits it brings to the community, residents wellbeing and increased footfall for local businesses on market day. Cllr ET Allen confirmed that both the Columbine and Post Office were running at a loss however when reviewing the hours that these services are available to residents, the market is only running 1 morning each week compared to 6 days a week at the Post Office and 363 days a year at the Columbine Centre. In response to a question asking if the same scrutiny has been applied to other services and where would the money saved be reallocated to, the Mayor advised that the council's budgets and services are regularly reviewed and analysed, and that as the market is making a loss, there are no savings to be allocated. When asked if the losses could be covered from somewhere else, members advised that as part of the budgeting process, council must consider balancing future planning and predicted expenditure, with a view to keeping the precept increase as low as possible. In response to being asked why the public and stall holders were not consulted, the Mayor advised that the performance of the market had been discussed on many occasions over the years. A questionnaire was given to stall holders in March 2023 to ask for their feedback on the market. A member of the public questioned why the revenue generated from parking on market days could not be utilised to offset the cost of the rent/shortfall. Cllr Turner confirmed that the car park was owned and managed by the district council.

	<p>A stall holder was dissatisfied with the inadequate promotion of the market and lack of presence of the Market Manager. The council was asked what they have done to encourage the growth of the market. Cllr ET Allen advised that the council took over the running of the market when a professional market company no longer wished to continue with the management of Walton Market and detailed efforts since taking over the market in 2007, including hiring experts to provide advice, introducing a farmers' market and conducting advertising campaigns.</p> <p>Despite the extension to public question time, it was regretfully acknowledged by the Mayor, that due to the substantial turnout, the council was unable to take all questions.</p>
FTC/23/170	<p><u>MAYOR'S ANNOUNCEMENTS</u> The Mayor wishes all attendees a very Happy New Year.</p>
FTC/23/171	<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>
FTC/23/172	<p><u>OTHER PLANNING MATTERS</u> Determinations at variance to the Town Council's Recommendations: Members noted the following planning applications which were at variance with the Town Council's known recommendation: Application No. 23/01456/FULH - Erection of first floor side extension and alterations to existing roof – 90 Laburnum Crescent, Kirby Cross TDC approval– Town Council recommended refusal Application No. 23/01410/FUL – Proposed alteration to existing shopfront comprising of replacement and relocation of existing door, and black tiles applied to existing stall riser - 67 Connaught Avenue, Frinton on Sea TDC approval– Town Council recommended refusal</p>
FTC/23/173	<p><u>WALTON SKATEPARK</u> Members received a briefing from Cllr A Oxley advising that Walton Forum wished to develop a MUGA, community sport area, and make improvements to the existing skate park. Councillor A Oxley has been working on this project over the last couple of years and has secured funding from the Football Federation. Tendring District Council is considering Walton Forum's request for a short-term lease to manage this facility. Cllr A Oxley asked the council to consider not renewing the skate park lease at the end of the term, being 31st January 2024, to allow for a new lease to be agreed between Walton Forum and Tendring District Council for the management of the skatepark. Members thanked Cllr A Oxley for her time and effort with bringing this project to fruition and all agreed that this will be a wonderful area for the community to use, promoting and encouraging fitness, health, and wellbeing. Questions were raised regarding the open market value of the skate park and the legal process to allow the council to sell the community asset at possibly below market value. Members also agreed that further guidance would need to be sourced from Tendring District Council as to the condition/removal of the asset as part of the terms and conditions when the lease comes to an end.</p> <p>RESOLVED: To agree in principle with the disposal/transfer of the skate ramp asset subject to investigation and confirmation of the legal process allowing the council to dispose/transfer an asset at under the open market value.</p> <p>FURTHER RESOLVED: Clerk to gain further guidance from Tendring District Council as to the requirements of the lease in relation to the condition of the land and removal of the skate ramp.</p> <p>FURTHER RESOLVED: Not to renew the lease with Tendring District Council, for the skate park, located by Bath House Meadow, Walton on the Naze, upon expiry at the end of January 2024.</p>

FTC/23/174	<p><u>PUBLIC TOILETS OLD WAY WATER LEAK</u></p> <p>The Deputy Clerk confirmed that a complaint has been lodged with Castle Water which has been acknowledged, with a full response due imminently. Castle Water have confirmed that the Town Council are liable for all consumption recorded on the meter and responsible for all charges relating to, and any cost and losses incurred, by Castle Water in relation to such leak. Castle Water have been asked to provide copies of the paperwork completed by Affinity Water following their recent inspection.</p> <p>A quotation from Castle Water’s partners, M&S Water Services, has been requested for them to carry out an inspection and pinpoint the leak. They will then be able to provide a quote to carry out any necessary repairs.</p> <p>Essex Legal Services have suggested the best solution is to escalate this formally through the complaints process at Castle Water. They believe there seems to be several issues that Castle Water need to investigate first. They advised that a letter from their services would not really help as there is nothing for the Town Council to threaten and the Town Council is not at present being threatened with any legal action.</p> <p>RESOLVED: Clerk to investigate the feasibility of moving the water meter to be located within the boundary of the public convenience.</p> <p>FURTHER RESOLVED: Clerk to provide a report on the public toilets in Old Way to enable members to consider various options for mitigating financial loss, particularly during the water leak issue. To be discussed as confidential business at the next Full Council meeting due to possible implications relating to staff resources.</p>
FTC/23/175	<p><u>FLEXIBLE WORKING POLICY</u></p> <p>RESOLVED: To adopt the flexible work policy.</p>
FTC/23/176	<p><u>FINANCIAL MATTERS</u></p> <p>There being no comments or questions, it was</p> <p>RESOLVED: to approve the Schedule of Accounts Payable 13 in the sum of £7998.28 (net) and £8995.40 (gross) and schedule 13A in the sum of £22,363.61 be approved for payment.</p> <p>FURTHER RESOLVED: To receive for noting, amendments to Schedule 12, specifically to itemise the Barclaycard transactions.</p>
FTC/23/177	<p><u>MINUTES OF THE PERSONNEL COMMITTEE</u></p> <p>RESOLVED: To receive the minutes of the Personnel Committee meeting held on 14th November 2023.</p>
FTC/23/178	<p><u>MINUTES OF THE LAST MEETING</u></p> <p>RESOLVED: To approve as a correct record, the minutes of the Town Council meeting held on the 14th December 2023.</p>
FTC/23/179	<p><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14th DECEMBER 2023</u></p> <p>Cllr ET Allen confirmed that the suggested wording for the replacement King George V memorial plaque in Kirby Cross is awaiting approval from a representative of Kirby Residents Association.</p>
FTC/23/180	<p><u>DATE OF NEXT MEETING</u></p> <p>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 Thursday 25th January 2023 at 7.15pm.</p>

The Chair closed the meeting at 8.50pm

CHAIR

DATE

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 4th January 2024**

23/01689/FULHH Mr & Mrs Parker	Domestic storage building.	37 The Street Kirby Le Soken
RECOMMEND APPROVAL		
23/01694/FUL Mr & Mrs Parker – Parkers Farms	Proposed nine dwellings comprising 6 No. two bed almshouses style bungalows, 1 No. three bed house and 2 No. five bed houses and a replacement garage. (re-submission of 22/01670/FUL).	Land off Briarfields Kirby le Soken
RECOMMEND REFUSAL as this is agricultural land, is outside of the settlement boundary, and will have a significant effect on the iconic landmark being the grade II listed church.		
23/01703/FULHH Penny Overton	Garage conversion and extension to existing vehicle access.	Hannays 28 Harold Road Frinton on Sea
RECOMMEND APPROVAL		
23/01705/FUL Mr Caro – DF Homes	Construction of four new bungalows with garages and new access road.	Montrose Pork Lane Great Holland
RECOMMEND REFUSAL However, if Tendring District Council is mindful to approve this application, the Town Council ask TDC for confirmation that these properties will be on mains drainage and that conditions are put in place to investigate issues with the drainage at the entrance to this site. Any necessary work to be undertaken to ensure that the current defective drainage issues are resolved and will be able to cope with the future increased usage.		
23/01711/FULHH Mr & Mrs Hunt	Proposed single storey side extension.	Hollybourne House Kirby Road Great Holland
RECOMMEND APPROVAL		

23/01718/FULHH Mrs Sarah Muckle	Proposed new single storey side extension, new fenestration to rear and block paving of front garden.	22A Rokell Way Kirby Cross
RECOMMEND APPROVAL subject to the installation of a soakaway in the front garden if it is to be block paved.		
23/01720/FUL C/A Mr Gedaliah Bamberger – Memory Lanes Care Homes Ltd.	Proposed conversion of existing hall into six single bedrooms and ensuite facilities and additional parking spaces and refuse store to rear of site.	Read House The Esplanade Frinton on Sea
RECOMMEND APPROVAL		
23/01726/FUL Mr M Francis – MAF Housing Ltd.	Construction of two detached dwellings with garages, following demolition of existing pair of semi-detached houses. Provision of new access and closure of existing access.	141 Thorpe Road Kirby Cross
RECOMMEND APPROVAL		
23/01734/ROC Mr Paul Smith	Application under Section 73 of the Town and Country Planning Act, for removal of condition 2 (Occupation) of 22/00660/VOC to allow properties to be sold to all age groups.	Land to East of Kirby Road Great Holland
RECOMMEND APPROVAL subject to improvements being made to the defective drainage system in this location. Councillor D Land agreed to liaise with Essex County Council regarding draining issues in this location.		
23/01741/DETAIL Mr Peter Smith	Reserved matters submission for 21/00201/OUT for erection of one dwelling considering access, appearance, landscaping, layout and scale.	Winter Cottage Edith Road Kirby Le Soken
RECOMMEND APPROVAL		
23/01747/VOC Ms Michelle Nye-Browne	Application under Section 73 of the Town and Country Planning Act, to allow variation of condition 2 (period of permission for mobile wooden shelter) of	The Naze Tower Old Hall Lane Walton on the Naze

	(21/02090/VOC) to extend period for further two years.	
RECOMMEND APPROVAL		
23/01263/LBC Miss Wendi Ross	Proposed retrospective permission for replacement windows.	Flat 1 6 East Terrace Walton on the Naze
RECOMMEND APPROVAL		
23/01764/FULHH Mr & Mrs McAuley	Proposed two storey side extension to form kitchen and living area at ground floor level and master bedroom at first floor level, and insertion of first floor windows to east and west elevations.	31 Greenway Frinton on Sea
RECOMMEND APPROVAL subject to where windows will be overlooking neighbouring properties, obscured glass is to be used.		
23/01766/FULHH C/A Mr & Mrs Bailey	Proposed ground and first floor extensions to provide additional bedroom, utility room and improved kitchen, living and dining room layout, porch and boundary wall.	36 Second Avenue Frinton on Sea
RECOMMEND APPROVAL		
23/01768/TCA Ian Allston Tree Surgery Ltd	T1 Eucalyptus Tree – reduce overhanging branches back to the boundary line. G1 – Group of Portuguese Laurel, Holly, Pittosporum, Laurel, Griselinia and Lilac – reduce back to boundary line (approx. 1-2m). T2 – Hawthorn Tree – reduce branches by 1.5-2m. S1 – Viburnum - reduce back to boundary line.	60 Second Avenue Frinton on Sea
RECOMMEND APPROVAL		
23/01779/WTPO	Conifer Tree – Pollard	1-6 Astell Court The Crescent Frinton on Sea
RECOMMEND APPROVAL		

Schedule 13

4.01.2024

No:	Invoice	Purpose	Net (£)	Gross (£)
1	Worldpay (UK) Ltd.	Credit Card Machine Fees	52.85	61.42
2	BT	Telephone Services	276.73	332.08
3	Castle Water	Water - Council House	63.45	63.45
4	Henry Martin & Sons Ltd.	Boiler Repairs - Columbine Centre	409.10	490.92
5	PPL PRS	Music Usage Licence Fees	252.07	302.48
6	PPL PRS	Music Usage Licence Fees	636.62	763.94
7	Thortons Decorating Supplies	Hooks & Moisture Adbsorber	18.45	22.14
8	Tower Security (Tendring) Ltd.	Call-out 07.12.23.	39.19	47.03
9	Vine HR Ltd.	HR Consultancy Fees	1023.75	1023.75
10	TJ's Window Cleaning Services	Window Cleaning 13.12.23.	20.00	20.00
11	TDC	Market Rent & Rates	772.60	772.60
12	TDC	Toilets Rent	1050.00	1050.00
13	Castle Water	Water - WWL Allotments	45.39	45.39
14	SEFE Energy	Electricity - Columbine	952.70	1143.24
15	SEFE Energy	Electricity - Council House	149.79	157.28
16	SEFE Energy	Electricity - Council House	264.14	316.97
17	Tower Security (Tendring) Ltd.	Annual retainer fee Council House	275.00	330.00
18	Corona Energy	Gas - Columbine Centre	1546.45	1872.71
19	Playequip	Play equipment maintenance	150.00	180.00
Totals			7998.28	8995.40

Signed: Chair Date:.....

Print Name:

SCHEDULE OF ACCOUNTS PAYABLE – NO. 13A

4th January 2024

Salary Month 9 (December) Payment Made on 22nd December 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 2023)	£18,241.97
Employers N.I. (December 2023)	£ 1,265.43
Superannuation – Employer contribution (December 2023)	£ 2,699.51

	£22,206.91
Member's car allowance claim	£ 00.00
Petty cash drawn 06.12.23– 20.12.23	£ 156.70
Cumulative total	£22,363.61