

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 18th July 2024 at 7.15PM

Present:	Councillors: A Cossens, R Morgan, N Turner, I Johnson, R Everett, ET Allen, and N Hayes
In the Chair:	Mayor - Councillor M Cossens
Clerk:	J Woodland - Town Clerk
Also present:	M Townsend - Deputy Town Clerk 8 members of the public and no press
Absent:	Councillor D Land

Mayor's Welcome

The Mayor welcomed all attendees and announced the following:

- During public question time, the public may ask a question and speak for no longer than 3 minutes. Questions will be considered for answering however there is no right to reply or to start a debate.
- All members of the Town Council are bound by the Code of Conduct which asks all members to be mindful of their conduct to ensure it is appropriate and in line with the expectations of the Code of Conduct.
- The Mayor pointed out the fire exits and fire safety procedures.
- Council meetings held in public are all audio recorded for the purpose of minute taking, training and the wellbeing of all attendees.

FTC/24/66	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from councillors J & F Robertson, L Jacobs, P Clifton, A Oxley and M Platt.
FTC/24/67	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> <ul style="list-style-type: none">• Councillor R Everett declared an interest in relation to his position as a member of the Planning Committee at Tendring District Council, and therefore abstained from voting on all planning matters.• Planning application 24/00941/FUL - Councillors N Turner and R Morgan declared an interest and abstained from voting.• Planning application 24/00792/TCA – Councillor N Turner declared an interest and abstained from voting.
FTC/24/68	<u>PUBLIC QUESTIONS</u> In response to questions raised by the public: <ul style="list-style-type: none">• Cllr A Cossens agreed to speak with TDC on behalf of a local resident who is severely sight impaired following issues with an alleged lack of support received from TDC Careline. The resident asked why local authorities and service providers are not complying with the 2010 Equality Act and making reasonable adjustments for disabled people.• Cllr ET Allen wished to congratulate both Tendring Technology College following their 'good' Ofsted report and Hamford Primary School for achieving excellent SATS results this year.

FTC/24/69	<p><u>MAYORS ANNOUNCEMENTS</u></p> <p>Following on from the notification sent to all members, the Mayor announced the sad resignation of Councillor Delyth Miles. The Mayor, Cllrs ET Allen, R Everett and N Turner spoke collectively thanking Cllr Miles for her dedicated years of service to the Town Council and her community. She will be sadly missed and wished her all the best.</p>
FTC/24/70	<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/24/71	<p><u>OTHER PLANNING MATTERS</u></p> <ul style="list-style-type: none"> • There were no determinations made at variance to the Town Council's recommendations since the last meeting. • Members noted the appeal for application reference: APP/P1560/W/24/3343335. (Previous application reference: 23/01083/FUL), HJ Collections 2 Limited -25 & 26 The Parade, Walton-on-the-Naze - six residential units with associated amenity space, secure cycle storage and communal bin store. Members reaffirmed their previously submitted comments, recommending refusal on the grounds of over development, the loss of a retail unit, and the loss of employment space.
FTC/24/72	<p><u>FINANCIAL MATTERS</u></p> <p>RESOLVED: To approve the schedule of accounts No. 5 in the total sum of £12,591.06 net (£13,494.34 gross) and Schedule 5A in the total sum of £24,397.22.</p> <p>FURTHER RESOLVED: To receive the Income & Expenditure reports along with the Investment and Bank Reconciliation report for June 2024.</p> <p>Cllr N Turner expressed dissatisfaction with authorising the Castle Water bills (which have moved from biannually to monthly billing) due to the council's ongoing dispute with Castle Water regarding the water leak.</p>
FTC/24/73	<p><u>DRAFT ACTING UP AND HONORARIA POLICY</u></p> <p>RESOLVED: To approve the tabled Acting Up & Honoraria Policy subject to the following amendment:</p> <p>Under 'Definition of Acting Up' – 3rd bullet point – add 'in consultation with the Mayor'.</p>
FTC/24/74	<p><u>TDC SPORT & ACTIVITY STRATEGY 2024-2028</u></p> <p>No update but the Mayor hopes to speak with Mike Carran from TDC in the very near future.</p>
FTC/24/75	<p><u>WATER LEAK – OLD WAY PUBLIC CONVENIENCES</u></p> <p>The Deputy Clerk reported that Castle Water has been pursued for a response following the council's stage 2 complaint, to officially conclude the complaints procedure. No response has been received, nor has there been any communication from the Consumer Council for Water regarding the assignment of our case officer. Members considered the request to instruct Essex Legal Services to advance this matter for the council.</p> <p>RESOLVED: To engage Essex Legal Services for advice and assistance in resolving the water leak issue within an agreed budget of £500, to be expended from the professional services budget. Furthermore, if necessary, authority is delegated to the Clerk, in consultation with the Mayor, to vire an additional amount of £1000 from General Reserves.</p>
FTC/24/76	<p><u>MINUTES OF THE LAST FULL COUNCIL MEETING</u></p> <p>RESOLVED: That the minutes of the meeting of Frinton & Walton Town Council held on 27th June 2024 were approved as a correct record and signed by the Mayor.</p>
FTC/24/77	<p><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27th June 2024</u></p> <p>None</p>

FTC/24/78	<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 the 8th August 2024 at 7.15pm.</p>
FTC/24/79	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p>Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting for the transaction of the under-mentioned business because of the confidential nature:</p> <ul style="list-style-type: none"> • Management Company of the Triangle Shopping Centre • Staff Resources for the Columbine Community Centre • Honorarium Payment <p>The Mayor closed the public part of the meeting at 8.30pm</p>
FTC/24/80	<p><u>UNDER EXCLUSION – Management Company of the Triangle Shopping Centre</u></p> <p>Members received a verbal update from Cllr R Morgan about the recent change to the management company for the Triangle Shopping Centre since Tesco took over the precinct, and his expressed desire for the Town Council to work closely with the management company agent to assist in maximising opportunities to strengthen the future of the Post Office.</p> <p>RESOLVED: That Cllr R Morgan and the Clerk establish contact with the relevant representatives to commence discussion and engage with the Post Office counter staff to encompass their feedback and ideas.</p>
FTC/24/81	<p><u>UNDER EXCLUSION – Staff Resources for the Columbine Community Centre</u></p> <p>The Clerk advised members on the reduced level of resources at the Columbine Community Centre due to vacancies and long-term sickness. Members gave thanks to Cllr N Hayes who has agreed to carry out the defibrillator checks temporarily.</p> <p>RESOLVED: To advertise for a Facilities Manager (SCP26), 30 hours per week, on a 1-year fixed term contract.</p> <p>RESOLVED: To advertise the Toilet Attendant vacancy internally on an 8 hour per week contract (SCP2).</p>
FTC/24/82	<p><u>UNDER EXCLUSION – Honorarium Payment</u></p> <p>Item to be deferred to Personnel Committee.</p>

The Chair closed the meeting at 9.45pm

CHAIR

DATE

SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 18th JULY 2024

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
24/00867/FUL Frinton-on-Sea Lawn Tennis Club	Siting of container to form a gym equipment store	36 Holland Road Frinton-on-sea
RECOMMEND APPROVAL		
24/00935/FULHH Mr Stephen Fry	Single storey side extension to form additional garage	5 Saltfleet Close, Walton-on-the-Naze
RECOMMEND APPROVAL		
24/00941/FUL Frinton War Memorial Club	Boundary wall facing Fourth Av. Amended to the wall previously approved under 23/00382/FUL to increase the height from 1.0m to 1.257m.	Frinton War Memorial Club Frinton-on-Sea
RECOMMEND APPROVAL		
24/00945/LBC Mr Smith	Application for Listed Building Consent - 2 replacement timber single glazed windows to 2 nd floor flat.	6 Penrice Court East Terrace Walton-on-the-Naze
RECOMMEND APPROVAL		
24/00946/FUL Mr Smith	2 replacement timber single glazed windows to 2 nd floor flat	6 Penrice Court East Terrace Walton-on-the-Naze
RECOMMEND APPROVAL		
24/00970/TELLIC	Installation of fixed line broadband apparatus. <i>For information only – no comments are invited</i>	
NOTED		
24/00892/FUL	Planning Permission. Replacement of external signage on grade 2 listed building.	The Red Lion, 32 The Street, Kirby-le-Soken
RECOMMEND APPROVAL		

24/00884/ADV	Application for Advertisement Consent. Replacement of external signage on grade 2 listed building.	The Red Lion, 32 The Street, Kirby-le-Soken
RECOMMEND APPROVAL		
24/00981/FULHH Mr Bruce Freeman	Proposed single storey front extension with balcony above, proposed single storey rear extension, 2 rooflights in loft and fenestration changes.	Seacrest 5 Easton Way Frinton-on-Sea
RECOMMEND APPROVAL		
24/00792/TCA	Trees in a conservation area. T1 Holly – reduce and shape by 40% T2 Yew – shorten back single branch over drive.	Aldeburgh House, 10 The Street, Kirby Le Soken.
RECOMMEND APPROVAL		
24/00864/TCA Prof Tim Cawston	Removal of 1 dying silver birch	43 Third Avenue Frinton-on-Sea
RECOMMEND APPROVAL subject to a suitable replacement tree being planted		
24/00940/TCA	T1 reduce walnut tree by 30% T2 remove twin stem Robina by outbuilding. T3 reduce Robina by 30% T4 prune small cherry tree T5 reduce Damson by 30% T6 remove dead Eucalyptus	Burwood 16 The Crescent Frinton-on-Sea
RECOMMEND APPROVAL		
24/00907/TCA	<i>Reduce tree by about One Third</i>	97 Old Road, Frinton-on-Sea
RECOMMEND APPROVAL		
24/01011/WTPO Wells	Works related to tree preservation order (07/00004/TPO) T1 Walnut Tree reduce crown by 2-3m to maintain clearance on house and reduce overhang of neighbouring property.	90 Walton Road, Kirby-le-Soken
RECOMMEND APPROVAL		

24/01036/WTPO	<p>Works related to Tree Preservation Order (10/00037/TPO) - G1- line of 4 declining Lombardy poplar trees at back boundary of plot (Northwest) - fell 3 Northern most trees. Hollowing visible at base of largest tree of 3 to fell.</p> <p>Replant with hedging, inter planted with smaller, more appropriate tree species such as birch, flowering cherry and magnolia.</p> <p>G2- line of 19 declining Lombardy poplar trees NNE to SSW - fell 12 northern most trees.</p> <p>G3- line of 14 severely declining Lombardy poplar trees NNE to SSW - fell 8 northern most trees. G4- line of Lombardy poplar trees along roadside (Kirby Road). Untouched to retain current aesthetics from the road.</p>	<p>High Trees Kirby Road Great Holland</p>
<p>RECOMMEND APPROVAL subject to suitable replacement trees being planted and ask that the TDC Tree Officer visits the site prior to a decision being made.</p>		

Schedule 5 - 18.07.2024					
No:	Invoice	Purpose	Net (£)	Gross (£)	Office Use Only
1	Booker Limited	Bar Supplies	307.81	369.37	DDR
2	Booker Limited	Bar Supplies	665.86	798.79	DDR
3	Barclays	BACS File Charges	9.00	9.00	DDR
4	EE	Moblies - July	171.54	205.91	DDR
5	Grenleasing Ltd.	Telecomms Rental - July	135.60	162.72	DDR
6	Castle Water	Water March - Toilets	597.54	661.06	
7	Castle Water	Water April - Toilets	593.61	655.51	
8	Castle Water	Water May - Toilets	614.08	678.11	
9	Castle Water	Water - June - Toilets	595.74	657.64	
10	CVST Tendring	Grant approved under minute no. FTC/24/59	1797.50	1797.50	
11	BT	Phone Charges	135.07	162.08	
12	BT	Phone Charges - Mobiles	133.14	159.77	
13	ASL Limited	Photocopier charges	566.13	679.36	
14	Birchwood Garden Services	Maintenance	2155.00	2155.00	
15	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	124.63	149.56	
16	Castle Water	Water - Toilets	1628.09	1628.09	
17	E & J Fire & Security Ltd	Annual Fire Extinguisher Inspection	98.74	118.49	
18	A Robinson Electrical Ltd.	Fitting replacement defibrillator cabinet	90.00	108.00	
19	A Robinson Electrical Ltd.	Supply & fit new light & sensor	145.00	174.00	
20	Playquip UK Ltd	Play Equipment Safety Inspection	238.00	285.60	
21	TDC	Toilets Rent (01/07/24 - 30/09/24)	1050.00	1050.00	
22	TDC	Skate Park Land Rent (01/07/24 - 30/09/24)	250.00	250.00	
23	TJs Window Cleaning Services	Window Cleaning	20.00	20.00	
24	TTSS Ltd.	CCTV Service	50.00	60.00	
25	Tower Security (Tendring) Ltd.	Security Patrols	224.70	269.64	
26	TDALC	Affiliation Fee 2024/2025	20.00	20.00	
27	Veolia ES (UK) Ltd.	Empty of Bins	174.28	209.14	
		Totals	12591.06	13494.34	

Signed: Chair Date:.....

Print Name:

SCHEDULE OF ACCOUNTS PAYABLE – NO. 5A

18TH JULY 2024

Salary Month 3 (June) Payment Made on 26th June 2024

Superannuation Payment For June, to be Made in the Month of July 2024

HMRC/PAYE Payment For June, to be Made in the Month of July 2024

Total salaries/wages/expenses (June 2024)	£ 19,490.20
Employers N.I. (June 2024)	£ 1,384.32
Superannuation – Employer contribution (June 2024)	£ 3,388.45

	£ 24,262.97
Member’s car allowance claim	£ 00.00
Petty cash drawn 24.05.24 – 05.07.24	£ 134.25
Cumulative total	£24,397.22