

## 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 19<sup>th</sup> September 2024 at 7.15pm

<b>Present:</b>	<b>Councillors: P Clifton, A Cossens, M Platt, R Morgan, J Robertson, I Johnson, A Oxley, N Hayes, ET Allen, N Turner, P Oxley and D Land</b>
<b>In the Chair:</b>	<b>Mayor - Councillor M Cossens</b>
<b>Clerk:</b>	<b>J Woodland - Town Clerk</b>
<b>Also present:</b>	<b>29 members of the public and no press M Townsend – Deputy Clerk</b>
<b>Absent:</b>	<b>L Jacobs</b>

#### 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.

<b>FTC/24/116</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Apologies were received from Councillors F Robertson and R Everett.
<b>FTC/24/117</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> 23/01191/FUL - Cllr ET Allen declared an interest and did not vote.
<b>FTC/24/118</b>	<b><u>PUBLIC QUESTIONS</u></b> In response to questions raised by the public: <ul style="list-style-type: none"><li>• The meeting was well attended by residents who had an interest in planning application 23/01191/FUL. A spokesperson was appointed by the group to present their numerous concerns and requested the council to recommend refusal, of the proposed application for a 3G Artificial Grass Pitch at Tendring Technology College. Following a long discussion between members, the Mayor made the decision to amend the order of business, allowing this item to be debated immediately after the public question session.</li><li>• Following a request for an update, the Mayor confirmed that he is awaiting a response from Cllr Honeywood relating to the challenges being experienced in respect of unlawful parking in Frinton during the busy summer months.</li></ul>

	<ul style="list-style-type: none"> <li>•Members expressed their congratulations to Frinton in Bloom and its dedicated team of volunteers on their outstanding success in the Britain in Bloom competition. The team was commended for their hard work, having earned a Gold award for their community work and Silver Gilt award for horticulture and environment efforts.</li> <li>•Cllr ET Allen raised his concerns regarding the possible outcome of the recent Careline consultation and the effect it may have on local residents who utilise this service, and asked all district councillors to support the services of Careline as they currently are and fight any proposed changes.</li> <li>•Members were advised that the next Kirby Residents Association will be held this coming Tuesday afternoon at 2pm.</li> </ul>
<b>FTC/24/119</b>	<p><b><u>MAYORS ANNOUNCEMENTS</u></b></p> <ul style="list-style-type: none"> <li>•Members congratulated and welcomed Councillor P Oxley to Frinton &amp; Walton Town Council following the recent by-election.</li> <li>•Members acknowledge the sad passing of Jonathan Gatward who served on this council between 2011-2012 for Homelands ward and marked their respects with a one minute silence.</li> </ul>
<b>FTC/24/120</b>	<p><b><u>TOWN PLANNING APPLICATIONS AS PER SCHEDULE ISSUED BY TENDRING DISTRICT COUNCIL</u></b></p> <p>The Town Council considered plans for development and recommended accordingly as detailed on the schedule.</p>
<b>FTC/24/121</b>	<p><b><u>OTHER PLANNING MATTERS</u></b></p> <p>Members noted the determinations made at variance to the Town Council’s recommendations since the last meeting.</p> <p>Consideration was given to correspondence received from Tendring District Council which detailed suggested names for a road at the new development (Montrose, Pork Lane, Great Holland, Frinton On Sea).</p> <p><b>RESOLVED:</b> To confirm to Tendring District Council that members are in agreement to name the road “Montrose Gardens”.</p>
<b>FTC/24/122</b>	<p><b><u>NOTICE OF CONCLUSION OF AUDIT 2023/24</u></b></p> <p>Members noted receipt of the conclusion of the audit for year ended 31 March 2024. The Clerk confirmed that there were no matters to address this year and therefore no plan of action is required. The necessary actions as instructed by the external auditor have been carried out. Members congratulated the team for their diligence and achievement.</p>
<b>FTC/24/123</b>	<p><b><u>FINANCIAL MATTERS</u></b></p> <p><b>RESOLVED:</b> To approve the schedule of accounts No. 8 in the total sum of £9676.48 net (£10818.78 gross).</p> <p><b>FURTHER RESOLVED</b> to receive the Income &amp; Expenditure Report with Investment &amp; Bank Reconciliation Report for August 2024.</p> <p>During the review of the schedule, Cllr A Oxley asked for the gardener who tends to Agar Road, to address the dead bushes and trees. Cllr P Oxley declared an interest during discussions relating to the maintenance contract with Tesco at the Triangle Centre.</p>

<p><b>FTC/24/124</b></p>	<p><b><u>WATER LEAK – OLD WAY PUBLIC CONVENIENCES</u></b></p> <p>The Deputy Clerk reported that a further follow-up had been made to Castle Water, requesting a response to all of the council’s queries raised from our stage 2 complaint and to provide a written conclusion to the matter, to which no response has been received.</p> <p>Castle Water informed the Consumer Council for Water (CCW) that they had no record of an outstanding complaint from the Council. Despite this, CCW agreed to write to Castle Water directly (with our complaint reference) and urge a response. Unfortunately, CCW cannot assist further until Castle Water confirms that they have exhausted all avenues with our stage 2 complaint and formally refer the matter to CCW if the council remains dissatisfied.</p> <p>Essex Legal expressed reluctance to intervene at this stage, as the complaints process with Castle Water has not yet been concluded. Communication at this stage has to be submitted through the EALC which is proving to be a little cumbersome.</p> <p>Enquires with Affinity Water revealed no record of any contact with Castle Water or outstanding request from Castle Water regarding a supply pipe leak investigation.</p> <p>Members were reminded that the council had previously approved a budget to instruct legal assistance from Essex Legal. However a request was made to engage Wellers Hedley Solicitors instead, as they had recently provided the council with prompt and professional services.</p> <p><b>RESOLVED:</b> To engage the services of Wellers Hedley Solicitors in place of Essex Legal Services if deemed beneficial for advancing this matter.</p> <p><b>FURTHER RESOLVED:</b> Clerk to write to the local MP to inform him of the issue with Castle Water, emphasising the financial impact on the council and residents, and seek assistance with resolving the matter.</p>
<p><b>FTC/24/125</b></p>	<p><b><u>MINUTES OF THE LAST RECEPTION &amp; AMENITIES COMMITTEE MEETING</u></b></p> <p>The minutes of the Recreation &amp; Amenities Committee meeting held on 15<sup>th</sup> August 2024 were received.</p>
<p><b>FTC/24/126</b></p>	<p><b><u>RECOMMENDATIONS OF THE RECREATION &amp; AMENITIES COMMITTEE</u></b></p> <p>Members considered the committee’s recommendations.</p> <p><b>RESOLVED:</b> To debit the EMR_‘Gt Holland Play Equip’ with the sum of £2465 for the replacement of the cable runway.</p> <p><b>FURTHER RESOLVED:</b> The Clerk to submit a request to TDC to request S106 funds towards the cost should there be funds available.</p>
<p><b>FTC/24/127</b></p>	<p><b><u>MINUTES OF THE LAST PERSONNEL COMMITTEE MEETING</u></b></p> <p>The minutes of the Personnel Committee meeting held on 7<sup>th</sup> August 2024 were received.</p>
<p><b>FTC/24/128</b></p>	<p><b><u>MINUTES OF THE LAST FINANCE COMMITTEE MEETING</u></b></p> <p>The minutes of the Finance Committee meeting held on 11<sup>th</sup> September 2024 were received.</p>
<p><b>FTC/24/129</b></p>	<p><b><u>RECOMMENDATIONS OF FINANCE COMMITTEE</u></b></p> <p>Members considered the committee’s recommendations.</p> <p><b>RESOLVED:</b> To raise the expenditure threshold for the current year 2024/25 to £25,000 being the cut-off for an acceptable cost for operating the Post Office.</p>

	<b>FURTHER RESOLVED:</b> To move funds in excess of £150,000 into the CCLA PSDF account once opened, with remaining funds being left across the council's bank account portfolio; these being the Barclays Current Account, Barclays Premium Account, Metro Bank Current Account and Metro Bank Instant Saver. Furthermore, that the Clerk/RFO continues to monitor the accounts daily, invests funds in excess of £150,000 while ensuring sufficient access to liquidity to meet the demands of the council. Members expect the performance of the PSDF to be reviewed at each Finance Committee Meeting. Furthermore, for credit interest to be reinvested into the PSDF to achieve compounded interest.
<b>FTC/24/130</b>	<b><u>MINUTES OF THE LAST FULL COUNCIL MEETING</u></b> <b>RESOLVED:</b> That the minutes of the meeting of Frinton & Walton Town Council held on 29 <sup>th</sup> August 2024 were approved as a correct record and signed by the Mayor.
<b>FTC/24/131</b>	<b><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 29<sup>th</sup> August 2024</u></b> None
<b>FTC/24/132</b>	<b><u>DATE OF NEXT MEETING</u></b> The next meeting of Frinton & Walton Town Council is scheduled to be held at <b>The Council House, Triangle Shopping Centre, Frinton on Sea CO13 0AU</b> on the <b>10<sup>th</sup> October 2024</b> at <b>7.15pm</b> .

The Chair closed the meeting at 9.15pm.

**CHAIR**

**DATE**

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL  
FOR TOWN COUNCIL MEETING 19<sup>th</sup> September 2024**

<b>APPLICATION NO./ APPLICANT</b>	<b>PROPOSAL</b>	<b>LOCATION</b>
24/01243/FULHH Householder	Rear extension and cart lodge to front of property	148 Thorpe Road Kirby Cross
<b>RECOMMEND REFUSAL on the grounds of domination to the street scene based on the location and size of the cart lodge.</b>		
24/01242/FULHH Householder	New detached garage (following demolition of existing garage) single storey extension and veranda infill extension to create a porch	49 Third Avenue Frinton-on-Sea
<b>RECOMMEND APPROVAL</b>		

23/01191/FUL Tendring Technology College	Proposed creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, acoustic fencing, hardstanding area, storage container, floodlights, an access footpath and associated bund.	Tendring Technology College Rochford Way Frinton-on-Sea
<b>RECOMMEND REFUSAL on the following grounds:</b> <ul style="list-style-type: none"> <li>•Hours of operation too excessive for a residential area</li> <li>•Sound and light pollution</li> <li>•Environmental concerns relating to the composition of the crumb from the pitch, and it dispersing within the environment</li> <li>•Not in keeping with the area</li> <li>•Bat survey carried out was insufficient in duration</li> <li>•Lack of engagement with Town Council and local residents</li> </ul>		
24/01318/FULHH Householder	Conversion of detached garage to annexe and extension to rear of existing garage	30 Greenway Frinton-on-Sea
<b>RECOMMEND APPROVAL</b>		
24/01289/HHPNOT	Prior approval for single storey extension with a dual pitch roof, (6m deep from rear wall of original dwelling house, 2.921m to eaves, 3.6m maximum height). <i>No comments are invited – for information only</i>	27 Hadleigh Road Frinton-on-Sea
<b>NOTED</b>		
24/01290/LUPROP	Application for lawful development certificate for proposed use or development for conversion of existing roof to habitable space. Form new box dormer to rear roof slope. 2 new Velux windows to sit on front roof slope. Existing chimney to be removed. Replacement of first floor rear window to match other existing windows. <i>No comments are invited – for information only</i>	27 Hadleigh Road Frinton-on-Sea
<b>NOTED</b>		
24/01253/TCA	Tree in a conservation area. Remove Mulberry Tree	All saints Church High Street Walton-on-the-Naze
<b>RECOMMEND APPROVAL</b>		

24/01254/TCA Householder	Trees in a conservation area. Eucalyptus tree (T1) remove to ground level	Windward House First Avenue Frinton-on-Sea
<b>RECOMMEND REFUSAL but suggest pollarding</b>		
24/01327/TCA	Trees in a conservation area. T1 – Crab apple and T2 Swedish Hornbeam – reduce height by 2 m, reduce the ivy on the rear of the trees back to the trunk, trim on garden side to tidy and contain. T3 Leylandii – reduce height by 1.15m previous cutting points and trim sides to tidy.	48 Second Avenue Frinton-on-Sea
<b>RECOMMEND APPROVAL</b>		
24/01362/WTPO	Works related to Tree Preservation Order (78/00020/TPO) - 3 Oak Trees - Crown lifted to height of 8 metres and remove dead wood.	Turpins Grove, Frinton Road Kirby Cross Frinton On Sea
<b>RECOMMEND APPROVAL</b>		

**Schedule 8 - 19.09.2024**

<b>No:</b>	<b>Invoice</b>	<b>Purpose</b>	<b>Net (£)</b>	<b>Gross (£)</b>
1	BT	Telephone Charges	133.14	159.77
2	PKF Little John LLP	Audit Fees	1680.00	2016.00
3	EDF	Electricity - Public Toilets	53.54	56.22
4	Castle Water	Water - Public Toilets	610.03	673.64
5	BT	Telephone Charges	69.96	83.96
6	Grenke Leasing Ltd	Telecomms Rental - September	135.60	162.72
7	Barclays	Bacs File Charges	9.00	9.00
8	Booker	Bar Supplies - Columbine	345.85	406.43
9	Apollo Cloud	Telephone Services	118.59	142.31
10	EE	Telecoms - 3 x Mobiles	192.66	226.97
11	Birchwood Garden Services	Maintenance - at allotments	490.00	490.00
12	Birchwood Garden Services	Maintenance	1545.00	1545.00
13	Birchwood Garden Services	Maintenance - at allotments	340.00	340.00
14	Birchwood Garden Services	Maintenance - at allotments	365.00	365.00
15	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	170.05	204.07
16	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	235.69	282.83
17	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	580.03	696.04
18	ECC	Festive Decoration Application Fee	200.00	200.00
19	SLCC Enterprises	Training Fee	120.00	144.00
20	Mark Liell & Son LLP	Service Charge 01.10.24-31.12.24	770.05	924.06
21	Mr C Nunn - Nunns Electrical	Electrical works	150.00	150.00
22	TTSS Ltd	Annual Maint of Alarm	100.00	120.00
23	Taylor Locksmiths	Replacement lock at Public Toilets	165.00	198.00
24	TDC	Licence Fee	180.00	180.00
25	Tower Security (Tendring) Ltd.	Security Patrols	239.68	287.62
26	Veolia ES (UK) Ltd	Empty of Bins - Columbine	214.04	256.85
27	Veolia ES (UK) Ltd	Duty of Care fee - Council House	3.33	4.00
28	Veolia ES (UK) Ltd	Empty of Bins - Council House	59.50	71.40
29	Viking	Stationery	110.74	132.89
30	Birchwood Garden Services	Maintenance at WWL	290.00	290.00
<b>Totals</b>			<b>9676.48</b>	<b>10818.78</b>

**Signed:** ..... **Chair**      **Date:.....**

**Print Name:** .....