

## 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 the Recreation & Amenities Committee

held at

**The Council House, Triangle Shopping Centre, Frinton-on-Sea**  
on 15<sup>th</sup> August 2024 at 7.15pm

<b>Present:</b>	<b>Councillors ET Allen, A Cossens, N Hayes, J Robertson, and R Morgan (from 7.22pm)</b>
<b>In the Chair:</b>	<b>Mayor – Councillor M Cossens</b>
<b>Clerk:</b>	<b>Jennifer Woodland</b>
<b>Also present:</b>	<b>2 members of the public, and no members of the press</b>
<b>Absent:</b>	<b>Cllr D Land</b>
<b>RA/24/1</b>	<b><u>ELECTION OF CHAIR AND DEPUTY CHAIR</u></b> <b>RESOLVED</b> that Cllr M Cossens would be the Chair for the municipal year 2024/25 <b>FURTHER RESOLVED</b> that Cllr A Cossens would be Deputy Chair for the municipal year 2024/25
<b>RA/24/2</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> None received.
<b>RA/24/3</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None received.
<b>RA/24/4</b>	<b><u>MINUTES OF THE PREVIOUS MEETING</u></b> <b>RESOLVED:</b> that the minutes of the meeting of the Recreation & Amenities Committee meeting held on the 1 <sup>st</sup> of February 2024 be approved as a true record.
<b>RA/24/5</b>	<b><u>MATTERS ARISING FROM THE PREVIOUS MINUTES</u></b> Cllr ET Allen raised concern about the perceived excess of furniture on Connaught Avenue such as 'A Boards' and café seating. Cllr M Cossens advised that Tendring District Council are in the process of conducting a consultation relating to a pavement licence that would seek to address this concern, and furthermore, encouraged all Members to respond to the consultation survey individually in addition to a collective response already being provided by Cllr N Turner on behalf of the Town Council. Further discussions ensued regarding parking issues seen during the height of the summer season.
<b>RA/24/6</b>	<b><u>RESOURCE UPDATE – ALL AMENITIES</u></b> Members noted the written update from the Clerk on the status of resourcing for the various amenities of the Town Council.
<b>RA/24/7</b>	<b><u>COLUMBINE COMMUNITY CENTRE DESIGNATED PREMISES SUPERVISOR FOR THE SALE OF ALCOHOL</u></b> Members noted the change of registered Designated Premises Supervisor for the Columbine Community Centre to the Town Clerk, Jennifer Woodland.
<b>RA/24/8</b>	<b><u>COLUMBINE COMMUNITY CENTRE STOCK</u></b> Members noted the written report in respect of written-off stock from the Columbine Community Centre.
<b>RA/24/9</b>	<b><u>ALLOTMENT TARIFF 2025/2026</u></b> Members considered the written report from the Clerk and discussed the operating costs of the allotments. <b>RESOLVED</b> to increase the allotment tariff for the allotment year 2025/2026 from £10.50 per rod, to £11.50 per rod.
<b>RA/24/10</b>	<b><u>'WELCOME TO.....' TOWN SIGNS</u></b> Members considered the written report and recommendation from the Clerk on how to progress with the issue of the damaged/worn 'welcome to.....' blue road signs in the area, notably Halstead

	<p>Road Kirby Cross/Kirby le Soken boundary sign (near playing field, Little Clacton Road near hump-back-bridge, and Rochford Way/Kirby Road junction).</p> <p><b>RESOLVED</b> that the Clerk is to write to Tendring District Council to ascertain their appetite to replace the signs and if TDC agree to proceed with the replacement themselves, that the Town Council provides a financial donation equivalent to the costs quoted for manufacture, to TDC to facilitate the replacements, the quoted costs being £272 per sign (3 needed) plus up to a 20% leeway should prices increase, which includes aluminium posts. It was suggested that this project may meet the criteria for S106 monies and that the Clerk should try and pursue this if possible.</p>
RA/24/11	<p><b><u>KIRBY LE SOKEN WAR MEMORIAL</u></b></p> <p>Members reviewed the quotations for the restoration of the lettering to Kirby le Soken War Memorial.</p> <p><b>RESOLVED</b> that the Clerk would instruct Bakers of Danbury to proceed with the work as per their quote of £1,175 to be debited to 103/4269 Heritage Renewal/Upkeep.</p>
RA/24/12	<p><b><u>GLASS WASHER – COLUMBINE COMMUNITY CENTRE</u></b></p> <p><b>RESOLVED</b> to purchase a replacement glass washer for the Columbine Community Centre at a price of £1,149.99 to be debited from 201/4036 Columbine/Bldg/Eqp Maint Renew).</p>
RA/24/13	<p><b><u>GT HOLLAND PLAY PARK S106 MONIES</u></b></p> <p>Members noted the successful application for S106 monies to the value of £900 from TDC for the recent repairs to the vandalised section of the slide that was beyond repair and replaced.</p>
RA/24/14	<p><b><u>REPAIRS TO GT HOLLAND PLAY PARK</u></b></p> <p>Members considered the quotations for repairs to Gt Holland Playpark following the recent external annual inspection.</p> <p><b>RESOLVED</b> to instruct Playquip to carry out repairs totalling £505 as per their quotation (price only valid if done at same time as replacement cable runway – see below).</p> <p><b>FURTHER RESOLVED</b> to make a recommendation to Full Council to request a debit from the EMR ‘336 Gt Holland Play Equipment’ to the sum of £2,465 to fund the replacement cable runway. Once agreed, to proceed with instructing Playquip as per their quotation.</p>
RA/24/15	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of the Recreation &amp; Amenities Committee is scheduled to be held at <b>The Council House, Triangle Shopping Centre, Frinton-on-Sea</b>, on the <b>17<sup>th</sup> of October 2024</b> commencing at <b>7.15pm</b>.</p>
RA/24/16	<p><b><u>EXCLUSION OF PRESS AND PUBLIC</u></b></p> <p><b>RESOLVED</b> pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 to exclude the press and public from the meeting for the transaction of the under-mentioned business because of its confidential nature.</p> <ul style="list-style-type: none"> <li>• Allotment Debt Recovery</li> <li>• Communication from TDC re Columbine Community Centre</li> </ul>
RA/24/17	<p><b><u>UNDER EXCLUSION – ALLOTMENT DEBT RECOVERY</u></b></p> <p>Members noted the confidential written report from the Clerk in respect of debt(s) relating to allotment plots.</p> <p><b>RESOLVED</b> that the Clerk writes to debtors to advise that the matter has now been considered by the committee and that it expects payment to be made in full within 28 days from the date of the letter and that non-payment will result in the debt recovery process being instigated.</p> <p><b>FURTHER RESOLVED</b> to give the Clerk delegated authority within the restraints of the 102/4056 Professional Services budget to pursue the debt recovery process if the balance(s) due are not paid within 28 days of the date of our letter to the tenant(s) and to report back to the committee at the next meeting.</p>
RA/24/18	<p><b><u>UNDER EXCLUSION – COMMUNICATION FROM TDC RE COLUMBINE COMMUNITY CENTRE</u></b></p> <p>Members noted the written communication from TDC.</p>

The Chair closed the meeting at 8.44pm

CHAIR ..... DATE.....