

# FRINTON & WALTON TOWN COUNCIL

The Council House, Triangle Shopping Centre, Frinton-on-Sea, Essex, CO13 0AU

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## MINUTES of the Annual Town Council Meeting of FRINTON & WALTON TOWN COUNCIL

held at

The Council House, Triangle Shopping Centre, Frinton-on-Sea

on Thursday 9th May 2024 at 7.15PM

<b>Present:</b>	Councillors P Clifton, N Turner, R Everett (left at 7.25pm), A Cossens, M Cossens, N Hayes, L Jacobs, T Allen, J Roberston, I Johnson, R Morgan, A Oxley, M Platt, and D Land
<b>Clerk:</b>	Deputy Clerk – Michelle Townsend
<b>Also present:</b>	June Petts – Customer Service/Admin Assistant 7 members of the public and no members of the press
<b>Mayor's Welcome</b>	<p>The Mayor welcomed all attendees.</p> <p>Health and Safety announcements for all councillors and the public to note:</p> <ul style="list-style-type: none"><li>•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.</li><li>•The Mayor pointed out the fire exits and fire safety procedures.</li><li>•Council meetings held in public are all audio recorded for the purpose of minute taking, training and the wellbeing of all attendees.</li></ul>

<b>FTC/24/1</b>	<p><b><u>ELECTION OF MAYOR</u></b></p> <p>The Chair, Councillor P Clifton invited nominations for Town Mayor for the forthcoming municipal year. Councillor ET Allen proposed, and Councillor I Johnson seconded, that Councillor M Cossens be elected as Mayor of Frinton &amp; Walton Town Council for the forthcoming year. The Mayor then called for any further nominations and there being none, it was</p> <p><b>RESOLVED:</b> to elect Councillor M Cossens as Town Mayor for the municipal year 2024/2025.</p>
<b>FTC/24/2</b>	<p><b><u>TOWN MAYOR DECLARATION OF ACCEPTANCE OF OFFICE</u></b></p> <p>Councillor Mark Cossens accepted the appointment, gave thanks for his election and signed the Declaration of Acceptance of Office.</p> <p>Councillor M Cossens thanked members for his nomination and stressed that as Mayor, he is committed to fairness and is determined to develop a comprehensive work programme that will guide the Council over the next couple of years. The programme will be designed with input from all council members with focus addressing key priorities for our community.</p>
<b>FTC/24/3</b>	<p><b><u>ELECTION OF DEPUTY MAYOR</u></b></p> <p>The newly elected Mayor called for nominations for Deputy Mayor for the forthcoming municipal year. Councillor ET Allen proposed, and Councillor I Johnson seconded, that Councillor A Cossens be appointed as Deputy Mayor of Frinton &amp; Walton Town Council for the forthcoming year. The Mayor then called for any further nominations and there being none, it was</p> <p><b>RESOLVED</b> that Councillor A Cossens be appointed as Deputy Mayor for the municipal year 2024/2025.</p>

FTC/24/4	<p><b><u>DEPUTY MAYOR DECLARATION OF ACCEPTANCE OF OFFICE</u></b> Councillor A Cossens accepted the appointment, gave thanks for her election and signed the Declaration of Acceptance of Office.</p>														
FTC/24/5	<p><b><u>APOLOGIES FOR ABSENCE</u></b> Apologies were received from Councillors D Miles and F Robertson.</p>														
FTC/24/6	<p><b><u>COMMITTEE APPOINTMENTS</u></b> Following nominations and voting, it was <b>RESOLVED</b> to agree the appointments of members to each committee for the municipal year 2024/2025 as detailed below and noted terms of reference for each committee:</p> <p><b><u>RECREATION &amp; AMENITIES COMMITTEE (8 Members)</u></b> Membership shall comprise of at least 8 members, with a minimum of one representative for each Town Council ward. The Mayor shall also be appointed if not already representing a ward. The Deputy Mayor shall be appointed if not already representing a ward and a vacancy remains. If a vacancy still remains, the Town Council may appoint additional members.</p> <table border="0"> <thead> <tr> <th><b>Ward</b></th> <th><b>Members</b></th> </tr> </thead> <tbody> <tr> <td>Frinton on Sea</td> <td>Councillor R Morgan, Councillor ET Allen</td> </tr> <tr> <td>Great Holland</td> <td>Councillor D Land</td> </tr> <tr> <td>Homelands</td> <td>Councillor J Robertson</td> </tr> <tr> <td>Kirby Cross</td> <td>Councillor A Cossens, (Deputy Mayor)</td> </tr> <tr> <td>Kirby le Soken/Hamford</td> <td>Councillor M Cossens (Mayor)</td> </tr> <tr> <td>Walton on the Naze</td> <td>Councillor N Hayes, Councillor D Miles</td> </tr> </tbody> </table> <p><b><u>PERSONNEL COMMITTEE (6 Members)</u></b> Mayor – Councillor M Cossens Deputy Mayor – Councillor A Cossens Councillor I Johnson Councillor P Clifton Councillor D Land Councillor F Robertson</p> <p><b><u>PERSONNEL SUB-COMMITTEE (3 Members)</u></b> Councillor M Platt Councillor T Allen Councillor N Hayes</p> <p><b><u>FINANCE COMMITTEE (6 Members)</u></b> Mayor – Councillor M Cossens Deputy Mayor – Councillor A Cossens Councillor N Turner Councillor R Morgan Councillor I Johnson Councillor ET Allen</p>	<b>Ward</b>	<b>Members</b>	Frinton on Sea	Councillor R Morgan, Councillor ET Allen	Great Holland	Councillor D Land	Homelands	Councillor J Robertson	Kirby Cross	Councillor A Cossens, (Deputy Mayor)	Kirby le Soken/Hamford	Councillor M Cossens (Mayor)	Walton on the Naze	Councillor N Hayes, Councillor D Miles
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FTC/24/7	<p><b><u>SCHEDULE OF TOWN COUNCIL MEETINGS FOR THIS MUNICIPAL YEAR – 2024/2025</u></b> Members noted the schedule of Town Council meetings for this municipal year.</p>														
FTC/24/8	<p><b><u>APPOINTMENT OF REPRESENTATIVES</u></b> <b>RESOLVED:</b> To appoint the following members to represent the Town Council on outside bodies for the municipal year 2024/2025:</p> <p><b><u>KIRBY PLAYING FIELDS ASSOCIATION (3)</u></b> Councillors P Clifton, A Cossens, M Cossens</p> <p><b><u>THE EMILY BUCKLE TRUST –To be Kirby ward Members only (2)</u></b> Councillors P Clifton, L Jacobs</p>														

	<p><b>TENDRING DISTRICT ASSOCIATION OF LOCAL COUNCILS (2)</b> Councillors M Cossens, N Turner</p> <p><b>GREAT HOLLAND VILLAGE HALL COMMITTEE OF MANAGEMENT AND TRUSTEES (1)</b> Councillor D Land</p> <p><b>HOME SUPPORT GROUP TRUST (1)</b> Councillor F Robertson</p> <p><b>WALTON UNITED CHARITIES (1)</b> Councillor D Miles</p> <p><b>FRINTON COMMUNITY ASSOCIATION (custodian Trustees) (2)</b> Councillor E T Allen, M Platt</p> <p><b>HAMFORD WATER MANAGEMENT COMMITTEE(1)</b> Councillor N Turner</p> <p><b>(PARISH) PASSENGER REPRESENTATIVE(1)</b> Councillor D Miles</p> <p><b>ESSEX COMMUNITY RAIL PARTNERSHIP(1)</b> Councillor N Turner</p> <p><b>TENDRING CRIME &amp; DISORDER PARTNERSHIP(1)</b> Councillor ET Allen</p> <p><b>REPRESENTATIVE ON SCHOOL GOVERNING BODIES(1)</b> Councillor E T Allen</p> <p><b>TENDRING PLAY PARTNERSHIP(1)</b> Councillor D Land</p> <p><b>TENDRING SEAFRONT ADVISORY COMMITTEE(1)</b> Councillor N Turner</p> <p><b>TREE WARDENS (TO LIASE DIRECTLY WITH TENDRING DISTRICT COUNCIL)</b> Councillors P Clifton, I Johnson, A Oxley</p>
<b>FTC/24/9</b>	<p><b><u>MINUTES OF THE LAST MEETING</u></b></p> <p><b>RESOLVED:</b> To approve as a correct record, the minutes of the Town Council Meeting held on 18<sup>th</sup> April 2024</p>
<b>FTC/24/10</b>	<p><b><u>REVIEW OF COUNCIL'S POLICIES AND THE JOINT PANEL ON ACCOUNTABILITY AND GOVERNANCE PRACTITIONERS' GUIDE</u></b></p> <p><b>RESOLVED:</b> To appoint a working party to work with the Clerk to review Standing Orders and Financial Regulations, and recommend any necessary amendments for approval. The working party to consist of Cllr ET Allen, Cllr I Johnson, Cllr Turner, Cllr P Clifton, Cllr A Oxley, Cllr A Cossens and Cllr M Cossens.</p> <p><b>FURTHER RESOLVED:</b> Cllrs N Turner and ET Allen to assist the Deputy Clerk and Administrative Officer with the review of the Joint Panel on Accountability and Governance Practitioners' Guide.</p> <p>All other policies to be re-examined on their scheduled review dates.</p>
<b>FTC/24/11</b>	<p><b><u>DATE OF THE NEXT FULL COUNCIL MEETING</u></b></p> <p>The next meeting of Frinton &amp; Walton Town Council is scheduled to be held at <b>The Council House, Triangle Shopping Centre, Frinton on Sea, on 16<sup>th</sup> May 2024 at 7.15pm</b></p>

The chairman closed the meeting at 7.40pm

**CHAIRMAN**

**DATE**