

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 12th December 2024 at 7.15pm**

Present:	Councillors: N Turner, P Clifton, A Cossens, R Morgan, I Johnson, A Oxley, N Hayes, P Oxley, M Platt, F Robertson, J Robertson and E Chamberlain.
In the Chair:	Mayor - Councillor M Cossens
Clerk:	M Townsend – Deputy Town Clerk
Also present:	8 members of the public and no press T Smith - Customer Service Assistant
Absent:	Cllr 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/24/187	Apologies for Absence Apologies were received from Cllr R Everett and Cllr E T Allen.
FTC/24/188	Declarations of Members' Interests • Cllr M Cossens in relation to planning application 24/01699/VOC
FTC/24/189	Public Questions <ul style="list-style-type: none"> • A member of the public asked if the council could support a solution regarding the floodlights next to the Yewtree's development in Kirby Le Soken, they are too bright and a nuisance to local residents. Cllr Cossens responded that whilst works have been taking place with the developers to angle the lights away from residents' properties, he will make further enquiries about what is being done to resolve these issues. • The same member of the public reported that 2 streetlights remain out on Walton Road, near Silverton's, Kirby Le Soken. Councillors recommended, if it is safe to do so, make a note of the failed lamp-post number and report it to Essex Highways. Other streetlights in that area have been repaired. • Two members of the public raised concerns about the difficulties for elderly people and those with sensory or mobility issues to shop in our area. They enquired about how to get a grant to put Ring Doorbells into businesses. Cllr Cossens confirmed that individuals could not apply for grant funding from the Town Council. Cllr Platt responded that Ring Door Bells are optional initiatives for local businesses to consider. The Deputy Clerk agreed to contact the enquirer to discuss other possible routes for assistance. • A member of the public asked if the council could contact Essex Highways to seek solutions to the issues relating to potholes, damaged road surfaces and drainage flooding even in a moderate rainfall. Councillor Platt responded that the areas are being monitored on a regular basis and he will

	request more signage to warn drivers about the hazard. The hazard under the bridge is an ongoing issue with TDC.
FTC/24/190	<p>Mayor's Announcements</p> <ul style="list-style-type: none"> •The Mayor and the Deputy Mayor attended the Advent Carol Service event which was very festive and successful. •The Mayor and the Deputy Mayor attended the Walton late night shopping event which was excellent and well supported by the community. Despite the vacancy for 1 PCSO in our area, 3 PSCOs were in attendance as well as police officers. <p>Members thanked Cllrs A and P Oxley for all their hard work to support the event. Cllr A Oxley said how sad it was for the Frinton Business Event Traders that the weather forced them to cancel the Frinton Event, they will schedule an event in Spring 2025.</p> <p>The Mayor reported that the meeting with Jane Gardener of Essex Police was a success, there will be a PSCO recruitment drive in April 2025.</p>
FTC/24/191	<p>Town Planning Applications as per Schedule Issued by Tendring District Council</p> <ul style="list-style-type: none"> •The Town Council considered plans for development and recommended accordingly as detailed on the schedule.
FTC/24/192	<p>Other Planning Matters</p> <ul style="list-style-type: none"> •There have been no variances to the council's recommendations since the last Full Council meeting.
FTC/24/193	<p>Financial Matters</p> <ul style="list-style-type: none"> • RESOLVED: To approve the schedule of accounts No. 12 in the total sum of £14,747.30 net (£16,333.54 gross) and Schedule 12A in the total sum of £34,342.48. • The Deputy Clerk answered questions relating to the schedule. • Cllr P Clifton requested for the Clerk to write to Walton Forum to enquire how much funds were raised for Air Ambulance. Cllr P Oxley was able to answer and resolve this enquiry; Air Ambulance was given £370 last year not this year, and further confirmed that this year a total of £765.00 was raised, £230 for the Walton Food Bank and £535.00 for St Helena's Hospice. • Member Bank Reconciliation Checks - Cllr R Morgan gave a verbal update in respect of the recent Independent Member Bank Reconciliation checks carried out on the 11th July and 25th October 2024, confirming all was in order.
FTC/24/194	<p>Grant Application</p> <p>RESOLVED: To approve the grant application from Walton Bowls Club for £2000 towards equipment. To be expended from '108/4151 Grants'.</p>
FTC/24/195	<p>NALC Pay Award 2024/25</p> <p>Members noted for information, confirmation that the NALC Pay Awards for 2024/25 have now been confirmed by NALC. Staff will, as per their contract of employment, receive this award backdated to its effective date of the 1st April 2024. Members also noted this also includes staff who have left their employment during the qualifying period.</p>
FTC/24/196	<p>Water Leak – Old Way Public Conveniences</p> <ul style="list-style-type: none"> • The Deputy Clerk provided the following update: •The most recent water bill was double. We will only know if it is due to the leak worsening once comparisons have been made with the water readings. <p>The Deputy Clerk has pushed for a response from the solicitors with many emails and phone calls and an assertive letter. Finally, today the solicitor verbally responded;</p> <ul style="list-style-type: none"> •Although it is unusual circumstances to have a water meter located so far away from the property boundary, he is unaware of any legal obligation for them to move the meter. •We are legally responsible for repairs and maintenance to supply pipes. •The solicitor agrees that the TDC lease states that they will insure the building, and escape of water is an insured risk, therefore a claim on TDC's insurance needs to be instigated straight away. Should TDC not agree to this, they are in breach of the lease. •We must write to Castle Water stating that the Town Council are paying money to them under protest and that we do not accept any liability until this matter is resolved. •The solicitor will draft letters, one for TDC and one for Castle Water.

FTC/24/197	<p>Minutes of the Recreation & Amenities Committee</p> <p>•Cllr Morgan raised a concern and requested a comment be added to minute ref: RA/24/34 that whilst it is not normal practice, a waiver was agreed as a last resort to accept the one quote for the pump repair as it was provided by a specialist company. This will be addressed at the next R&A Committee Meeting.</p> <p>RESOLVED: Members received the minutes of the Recreation & Amenities Committee Meeting held on the 28th November 2024.</p>
FTC/24/198	<p>Minutes of the Personnel Committee</p> <p>RESOLVED: Members received the minutes of the Personnel Committee Meeting held on the 27th November 2024.</p>
FTC/24/199	<p>Minutes of the Finance Committee</p> <p>RESOLVED: Members received the minutes of the Finance Committee Meeting of the 27th November 2024.</p>
FTC/24/200	<p>Minutes of last Full Council Meeting</p> <p>RESOLVED: That the minutes of the Town Council Meeting held on 21st November 2024 were approved as a correct record and signed by the Mayor.</p>
FTC/24/201	<p>Matters Arising from the last Full Council Meeting</p> <p>None</p>
FTC/24/202	<p>Date of Next Meeting</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, on 9th January 2025 at 7.15pm.</p> <p>The Chair closed the public part of the meeting at 8.44pm.</p>
FTC/24/203	<p>Exclusion of Press and Public</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"> • Feasibility Study
FTC/24/204	<p>UNDER EXCLUSION – Feasibility Study</p> <p>Members considered confidential quotes and the report presented by the Town Clerk for approval and considered any necessary actions.</p> <p>RESOLVED: After lengthy debate, Member’s agreed to appoint Local Council Consultancy to carry out a Feasibility Study for their fee of £7,455. Funds will be taken from Earmark 329.</p>

The Chair closed the meeting at 8.57pm

SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL
FOR TOWN COUNCIL MEETING 12th December 2024

APPLICATION NO./ APPLICANT	PROPOSAL	LOCATION
24/01656/FULHH	Householder Planning Application - conversion of integral garage to garden room, removal of up and over garage door, insertion of window to front elevation and french doors to rear elevation.	17 Hunt Way Kirby Cross Frinton On Sea Essex CO13 0RQ
RECOMMEND APPROVAL		

24/01672/FULHH	Householder Planning Application - erection of carport within existing parking area.	Toadstools Little Clacton Road Great Holland Frinton On Sea
RECOMMEND APPROVAL		
24/01673/VOC	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved Drawings) of application (23/00801/FUL) to enable/allow some minor amendments to the elevations and add a substation to serve the development.	132 Connaught Avenue Frinton On Sea
RECOMMEND REFUSAL based on insufficient information supplied relating to the changes and the substation needs to be acoustically housed.		
24/01678/FULHH C/A	Householder Planning Application - Proposed garage/storage building.	39 The Street Kirby Le Soken
RECOMMEND REFUSAL on the grounds that the proposal is not sympathetic to the setting of the Kirby le Soken conservation area and results in harm to its significance by intruding into key views from within the conservation area.		
24/01694/CAMPNO	Written Notification under Part 4, Class BC of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for campsite to be opened between 01/07/25 - 31/08/25 for up to 60 days (for no more than 42 consecutive days). <i>For notification only – no comments are invited</i>	Great Holland Campsite, Hamilton Road, Great Holland
NOTED		
24/01695/FULHH C/A	Householder Planning Application - First floor rear extension and single storey side and front extension.	Sapper Cottage 4 The Street Kirby Le Soken Frinton On Sea
RECOMMEND APPROVAL		
24/01699/VOC Pecon Properties Ltd	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved Plans) of application 24/00448/FUL to enable/allow alterations and extensions to form additional commercial unit.	27 - 29 Thorpe Road Kirby Cross Frinton On Sea
RECOMMEND APPROVAL		

24/01708/FUL C/A M and M Realty Ltd	Planning Application - Construction of 4 x 1 bedroom flats with associated landscaping, bin store and parking facilities.	152A Connaught Avenue Frinton On Sea
RECOMMEND REFUSAL on the grounds that it is not sympathetic to the conservation area, the large footprint occupies most of the existing garden (loss of large green space) and inadequate parking.		
24/01721/FULHH K Biddle - Orwell Homes Ltd	Householder Planning Application - Demolition of conservatory. Garage conversion and installation of air conditioning unit/air source heat pump to rear of property.	2 Ruskin Close Kirby Cross
RECOMMEND APPROVAL		
24/01742/FULHH	Single storey rear extension.	6 Crossfield Way Kirby Cross
RECOMMEND APPROVAL		
24/01746/ADV	Application for advertisement consent – installation of one new fascia and two new signs	139 – 141 Connaught Avenue Frinton-On-Sea
RECOMMEND APPROVAL subject to clear glass being utilised. The Town Council is concerned that this is a retrospective application.		
24/01748/FUL	Installation of two air conditioning condensers with timber enclosures	139-141 Connaught Avenue Frinton-On-Sea
RECOMMEND REFUSAL. The air conditioning units should be relocated on to the flat roof with a fascia to hide them from direct view which will send the sound and heat up rather than out. The Town Council are concerned that this is a retrospective application.		
24/01775/LBC	Application for Listed Building Consent - Proposed single storey rear extension and upstairs bathroom with Velux window, and the demolition of an existing lean-to structure.	White Ladies 205 Thorpe Road Kirby Cross
RECOMMEND APPROVAL		
24/01776/FULHH	Proposed single storey rear extension and upstairs bathroom and Velux window, following demolition of an existing lean-to structure.	White Ladies 205 Thorpe Road Kirby Cross
RECOMMEND APPROVAL		
24/01720/TCA C/A	Trees in a Conservation Area Notification - Felling in sections one Beech Tree.	18 Graces Walk Frinton On Sea
RECOMMEND REFUSAL on the grounds that no reason was provided for felling. The Town Council ask that the Tree Protection & Preservation Officer visits the site & should approval be granted, a replacement tree should be requested.		

Schedule 12 - 12.12.2024

No:	Invoice	Purpose	Net (£)	Gross (£)	Office Use Only
1	Barclaycard	Amazon - A5 Polyfile Wallet x 2 £11.90, A4 Hanging Wall File £22.88, A4 Polyfile Wallet x 2 £16.76, H&S Display Book Folder £9.49, Safety Trainers Steel Toe Cap £39.95, 2025 Calendars x 2 £9.04, 12 x Latte Glasses £17.99, Coffee Machine £54.99, Safety Disabled Toilet Sign £3.83, A5 Polyfile Wallet £5.95, Toilet Paper Holder £3.59, Safety sign Slippery when wet £13.50, Safety sign, no smoking £6.99. High Speed Training - COSHH, £31.20. Royal British Legion - 5 x Wreaths, £125.00. Post Office - postage £52.50.	384.21	425.56	DDR
2	Barclays	Bacs File Charges	9.00	9.00	DDR
3	Booker	Bar Supplies - Columbine	433.70	520.44	DDR
4	Booker	Bar Supplies - Columbine	481.59	572.51	DDR
5	Booker	Bar Supplies - Columbine	351.76	422.11	DDR
6	Booker	Bar Supplies - Columbine	28.97	34.76	DDR
7	Booker	Bar Supplies - Columbine	26.97	32.36	DDR
8	EDF	Council House, Elec (01 - 30 Nov.)	171.58	180.16	DDR
9	Grenkeleasing Ltd.	Telecomms Rental - December	135.60	162.72	DDR
10	Take Payments	Credit Card Terminals - Columbine	50.00	60.00	DDR
11	Yorkshire Gas and Power	Electricity - Old Way Toilets	57.88	60.77	DDR
12	Walton Forum	Walton Forum – Festive Event	1981.00	1981.00	PD 06.11.24
13	Frinton Business Group	Christmas Festival Grant	2216.00	2216.00	PD 06.11.24
14	Corona Energy	Gas - Columbine	1719.04	2062.85	PD 22.11.24
15	SEFE	Council House - Elec. (28 - 30th Sept.) Adjustment Invoice	84.26	88.47	PD 22.11.24
16	Simon Rownes	Refund for Overpayment of booking invoice 6491	66.00	66.00	PD 27.11.24
17	Castle Water	Water - Wittonwood Road Allotments - Adjustment invoice for period 01 May - 31 Oct 24	143.12	143.12	PD 29.11.24
18	BT	Telephone Charges - 1 Nov - 30 Nov 24	133.14	159.77	PD 05.12.24
19	Aylesford Electrical Cont. Ltd.	Christmas Light Scheme – 2 nd Instalment	2497.80	2997.36	
20	A Joshua- A J Property Maintenance	Toilets - replace tiles & fit door stop	180.00	180.00	
21	Birchwood Garden Services	Maintenance	1695.00	1695.00	
22	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies - Columbine/Council Hse	39.29	47.15	
23	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies - Columbine/Council Hse	136.88	164.25	
24	Castle Water	Water - Wittonwood Road Allotments - 01 Nov - 30 Nov 24	66.20	66.20	
25	Goldacre Contracting	Hedge Cutting - Gt Holland Playing Field	480.00	576.00	
26	Henry Martin & Sons Ltd	Annual Boiler Service - Columbine	495.00	594.00	
27	SLCC	Allotment Management Course - S.Brown	35.00	42.00	
28	The National Allotment Society	Membership renewal fees	55.00	66.00	
29	TJ's Window Cleaning Services	Window Cleaning - 14.11.24	20.00	20.00	
30	Tower Security	Response to site and Lock up	41.99	50.39	
31	Tower Security	Security Patrols - November 24	224.70	269.64	
32	Veolia ES (UK) Ltd	Empty of Bins & Duty of Care - Columbine	214.04	256.85	
33	Veolia ES (UK) Ltd	Duty of Care Fee - Council House	3.33	4.00	
34	Veolia ES (UK) Ltd	Empty of Bins - Council House	89.25	107.10	
Totals			14747.30	16333.54	

Signed:

Chair

Date:.....

Print Name:

SCHEDULE OF ACCOUNTS PAYABLE – NO. 12A

12th December 2024

Salary Month 8 (NOVEMBER) Payment Made on 26th November 2024

Superannuation Payment For November, to be Made in the Month of December 2024

HMRC/PAYE Payment For November, to be Made in the Month of December 2024

Total salaries/wages/expenses (November 2024)	£ 25,969.48
Employers N.I. (November 2024)	£ 2,198.42
Superannuation – Employer contribution (November 2024)	£ 6,043.58

	£34,211.48
Member’s car allowance claim	£ 00.00
Petty cash drawn 13.11.24 – 03.11.24	£ 131.00
Cumulative Total	£34,342.48