

## 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 20<sup>th</sup> February 2025 at 7.15pm

<b>Present:</b>	Councillors: ET Allen, I Johnson, A Oxley, P Oxley, A Cossens, J Robertson, F Robertson, M Platt, D Land, E Chamberlain, N Hayes, and R Morgan (left at 1938hrs)
<b>In the Chair:</b>	Mayor - Councillor M Cossens
<b>Clerk:</b>	Jennifer Woodland – Town Clerk
<b>Also present:</b>	3 members of the public and no press Mrs M Townsend – Deputy Town Clerk (Items 1,2 and 12 only)
<b>Absent:</b>	None

#### 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/25/242</b>	<b>Apologies for Absence</b> Apologies were received from Councillors R Everett, N Turner, R Morgan from 1938hrs, and P Clifton.
<b>FTC/25/243</b>	<b>Declarations of Members' Interests</b> None
<b>FTC/25/244</b>	<b>Water Leak – Old Way Public Conveniences</b> The Mayor announced he would bring agenda item 12 (Water Leak – Old Way Public Conveniences) forward to allow the Deputy Clerk to provide an update on the matter before her planned departure from the meeting. The Deputy Clerk provided Members with a comprehensive written report dated the 20 <sup>th</sup> February 2025 to appraise them of the latest update on the water leak situation. <b>RESOLVED</b> for the Deputy Clerk to meet onsite with a representative from Affinity Water on the 27 <sup>th</sup> February, supported by Cllr ET Allen, to discuss the issue and options available. Findings to be brought back to Full Council for a decision on the way forward.

<b>FTC/25/245</b>	<p><b>Public Questions</b></p> <p>A Kirby le Soken resident thanked Cllr M Platt for his efforts in getting the obstructed pathway between Kirby le Soken and the Elm Tree Avenue junction cleared of longstanding slipped earth/debris. The resident advised that the same works are also required to other areas in the village, namely the Halstead Road area. Cllr M Cossens also thanked Cllr M Platt for his efforts and advised the resident that awareness does exist in respect of the Halstead Road area. Cllr M Platt further confirmed that the Frinton Railway Gates area is due to undergo a complete re-surface dressing in coming weeks, along with Connaught Avenue in Frinton.</p>
<b>FTC/25/246</b>	<p><b>Mayor's Announcements</b></p> <p>The Mayor announced that he had attended a book signing event at Great Danes in Frinton.</p>
<b>FTC/25/247</b>	<p><b>Town Planning Applications as per Schedule Issued by Tendring District Council</b></p> <p>The Town Council considered plans for development and recommended accordingly as detailed on the schedule.</p>
<b>FTC/25/248</b>	<p><b>Other Planning Matters</b></p> <p>Members noted the variances to planning application decisions made by the District Council as detailed on the agenda.</p> <p><b>RESOLVED</b> In relation to the variation on 24/01673/VOC, for the Clerk to write to Tendring District Council to highlight concern with regards to electrical substation equipment being located so close to residential areas due to the risk of fire.</p> <p>In respect of the appeal notification 25/00004/REFUSE, Members considered their existing decision and commentary to be sufficient and no change to that was required.</p>
<b>FTC/25/249</b>	<p><b>Local Plan Review/Housing Numbers</b></p> <p><b>RESOLVED</b> to form a working party to include Cllrs I Johnson, ET Allen, M Cossens, P Clifton, D Land and R Everett, who will be tasked with formulating a recommended response to TDC which will be considered at Full Council on the 20<sup>th</sup> March 2025 for onward submission to TDC within the survey window.</p>
<b>FTC/25/250</b>	<p><b>Financial Matters</b></p> <ul style="list-style-type: none"> <li>• <b>RESOLVED:</b> To approve the schedule of accounts No. 15 in the total sum of £42,928.85 net (£44,864.95 gross)</li> <li>• Members received the Income &amp; Expenditure Report for the month of January 2025.</li> </ul>
<b>FTC/25/251</b>	<p><b>Emergency Expenditure</b></p> <p><b>RESOLVED</b> to ratify the emergency expenditure made under Financial Regulation 4.5 by the Clerk/RFO in respect of a provisioned replacement laptop for the Deputy Clerk at a cost of £878.50. Existing budgetary provision exists and will be debited to 102/4027 'Computers/Website'.</p>
<b>FTC/25/252</b>	<p><b>Essential Work to Columbine Community Centre</b></p> <p><b>RESOLVED</b> to debit to the EMR 329 'Columbine Repair/Renewals' totalling £1,576.50 for essential work as follows.</p> <ul style="list-style-type: none"> <li>• Refurbishment Overhaul of Fire Door Operation £490.00</li> <li>• Purchase of two x Dorma Floor Springs and Accessories Pack £312.86 and £203.44</li> <li>• Replacement of all Fire &amp; Smoke Intumescent Strips in Fire Doors £230.00</li> <li>• Purchase of Intumescent Strips £55.20</li> <li>• Resealing Threshold of Fire Doors in Bowls Rink and Cementing Pointing of Top Step Entrance Slabs £285.00</li> </ul>

<b>FTC/25/253</b>	<b>Local Council Award Scheme</b> <b>RESOLVED</b> to instruct the Clerk to progress towards making an application to the Local Council Award Scheme for Bronze status at a cost of £80 registration fee, to be debited from 103/4024 Misc/Membership of Assoc, noting that this will overspend the available budget due to this being an unplanned cost. Furthermore, once Brone status achieved, to continue to work towards subsequent levels.
<b>FTC/25/254</b>	<b>Minutes of last Full Council Meeting</b> <b>RESOLVED</b> that the minutes of the Town Council Meeting held on 30 <sup>th</sup> January 2025 were approved as a correct record and signed by the Mayor.
<b>FTC/25/255</b>	<b>Matters Arising from the last Full Council Meeting</b> Cllr ET Allen enquired as to when the identification cards for Councillors and Staff would be completed – in response, the Clerk advised that a member of staff had been given the task to complete and that everyone would be contacted shortly for photographs to be taken. Cllr A Oxley highlighted that the PCSO’s ask on a regular basis for Councillors to accompany them on foot patrol where possible and that it would be appreciated if more Councillors would get involved.
<b>FTC/25/256</b>	<b>Date of Next Meeting</b> The next meeting of Frinton & Walton Town Council is scheduled to be held at The Council House, Triangle Shopping Centre, Frinton-on-Sea, on the 20 <sup>th</sup> March 2025 at 7.15pm.

The Chair closed the meeting at 2058hrs.

Chair:

Date:

**SCHEDULE OF PLANS SUBMITTED TO FRINTON & WALTON TOWN COUNCIL  
FOR TOWN COUNCIL MEETING 20<sup>th</sup> February 2025**

<b>APPLICATION NO./ APPLICANT</b>	<b>PROPOSAL</b>	<b>LOCATION</b>
25/00042/FULHH C/A	Householder Planning Application - single storey rear extension (following demolition of existing sunroom) and 2 no. rear facing dormers.	16 Audley Way Frinton On Sea Essex CO13 9PG
<b>RECOMMEND APPROVAL</b>		
24/01889/FULHH	Householder Planning Application - Proposed single storey rear extension and front and rear dormers.	Barn Cottage 79 Thorpe Road Kirby Cross Essex CO13 0ND
<b>RECOMMEND REFUSAL ON THE BASIS OF AN INAPPROPRIATE DESIGN FELT TO DOMINATE THE EXISTING TERRACE, FURTHERMORE THE DISTINCTION OF THE TERRACE BECOMES LOST AND DESTROYS THE BALANCE OF THE TERRACE.</b>		
25/00011/FUL	Planning Application - Change of use from one house to 2no. x 2-bedroom flats.	Barnard Lea Southcliff Parade Walton On The Naze

		Essex CO14 8EJ
<b>RECOMMEND APPROVAL</b>		
25/00122/FULHH	Householder Planning Application - Proposed single storey front extension (following removal of existing conservatory)	33E The Esplanade Frinton On Sea Essex CO13 9HY
<b>RECOMMEND APPROVAL</b>		
25/00129/FULHH	Householder Planning Application - Single storey flat roof rear extension.	2 Poplar Way Kirby Cross Frinton On Sea Essex CO13 0QX
<b>RECOMMEND APPROVAL</b>		
24/01893/FULHH C/A	Householder Planning Application - Proposed replacement of timber windows and doors to PVCu (Black).	Brierley First Avenue Frinton On Sea Essex
<b>RECOMMEND APPROVAL</b>		
24/01902/FUL	Planning Application - erection of two bungalows.	Land to The East Pork Lane Great Holland Essex
<b>RECOMMEND APPROVAL</b>		
25/00116/FULHH	Householder Planning Application - New single storey rear infill extension and removal of flat roof, mono-pitch roof and conservatory roof to replace with single flat roof to rear additions.	17 Eton Road Frinton On Sea Essex CO13 9JA
<b>RECOMMEND APPROVAL</b>		
25/00130/FULHH C/A	Householder Planning Application - Single storey rear extension, solar panels to south facing roof slope and replacement boundary wall.	52 Old Road Frinton On Sea Essex CO13 9BZ
<b>RECOMMEND APPROVAL</b>		
25/00198/LUPROP	Application for Lawful Development Certificate for Proposed Use or Development for extensions and alterations.	36 Second Avenue Frinton On Sea Essex CO13 9ER
<b>RECOMMEND APPROVAL</b>		
25/00115/VOC C/A	Application under Section 73 of the Town and Country Planning Act for Variation of Condition 1 (Approved Drawings) of application 21/00391/DETAIL to allow for amended dwelling design	Land West of Nortons Barn 72 The Street Kirby Le Soken Frinton On Sea
<b>RECOMMEND APPROVAL</b>		
25/00145/FUL	Planning Application - Single storey side extension and change of use of land to residential garden.	The Acorns Turpin's Lane Kirby Cross

<b>RECOMMEND APPROVAL</b>		
25/00075/TCA C/A	Trees in a Conservation Area Notification - 1 Purple Norway Maple - overall crown reduction of 2-3m.	38 Third Avenue Frinton On Sea Essex CO13 9EE
<b>RECOMMEND APPROVAL</b>		
25/00088/TCA C/A	Trees in a Conservation Area Notification - Re pollard Eucalyptus.	103 Old Road Frinton On Sea Essex CO13 9BX
<b>RECOMMEND APPROVAL</b>		
25/00101/TCA C/A	Trees in a Conservation Area Notification - Reduce holly tree by 50%. Reduce plum or cherry tree by 30%.	10 The Crescent Frinton On Sea Essex CO13 9AP
<b>RECOMMEND APPROVAL</b>		
25/00102/WTPO C/A	Works related to Tree Preservation Order (13/00007/TPO) -1 No. Oak - 25-30% reduction of the re-growth. Excessive shading to garden/front of property.	Lavendale Turpins Lane Kirby Cross Frinton On Sea Essex CO13 0PB
<b>RECOMMEND APPROVAL</b>		
25/00113/TCA C/A	Trees in a Conservation Area Notification - Poplar tree (T1)- Re-pollard to previous points. Twisted willow (T2)- Re-pollard to previous points. Hawthorn (T3)- Reduce to circa 8ft. Maple tree (T4)- Re-pollard, reduce pollard point to 10-12ft. Maple tree (T5)- Remove to ground level. Buckthorn (T6)- Reduce crown by 30%. Sycamore (T7)- Re-pollard, reduce pollard point by 1m. Holm oak (T8)- Re-pollard to previous points.	Roundwood 3 Ashlyns Road Frinton On Sea Essex CO13 9ET
<b>RECOMMEND APPROVAL ON THE BASIS OF A REPLACEMENT TREE TO BE PLANTED TO SUBSTITUTE THE LOSS OF THE MAPLE TREE.</b>		
25/00186/WTPO C/A	Works related to Tree Preservation Order (13/00015/TPO) - 1 No. Pine - To reduce majority of the crown by 0.300-0.600m and up to 1m maximum.	23 Astell Court The Crescent Frinton On Sea Essex CO13 9BT
<b>RECOMMEND APPROVAL</b>		

### Schedule 15 - 20.02.25

No:	Invoice	Purpose	Net (£)	Gross (£)	Office Use Only
1	Apollo Cloud	Telephone Services	121.45	145.74	DDR
2	Barclays	Bacs File Charges	9.00	9.00	DDR
3	Barclaycard	Amazon - Barbarian Optic Cleaner £17.99, Amazon - Digital Meat Thermometer £9.98, Stamps Direct - Date Stamp £52.10, Amazon - Fridge Themometer £8.98, Amazon - Brita Water Filter £24.66, Amazon - USB Docking Station £48.99, Tesco - Cleaning suppliers £4.49, Amazon - BluTack £1.10, Amazon - Set of 12 Latte Glasses £17.99, Tesco - Washing up liquid/butter £5.45, Amazon - Highlighter Pens £6.65, Amazon - Office Chair £48.66, M&S - 12 x Mugs £24.00, Tesco - Milk for CH £4.00, Amazon - First Aid Kit £9.49, Adobe - Acrobat Standard £12.97, Amazon - First Aid Kit £8.81	275.58	306.31	DDR
4	Booker	Bar Supplies - Columbine : 17.01.25	75.18	87.96	DDR
5	Booker	Bar Supplies - Columbine : 10.02.25	65.72	75.31	DDR
6	EDF	Council House, Elec meter 2 ( 01-31 Jan.)	346.68	416.02	DDR
7	EDF	Council House, Elec meter 1 (01 - 31 Jan.)	337.04	404.45	DDR
8	EE	Telecoms - 3 x Mobiles	171.54	205.85	DDR
9	Grenkeleasing Ltd.	Telecomms Rental - February 25	135.60	162.72	DDR
10	Yorkshire Gas and Power	Electricity - Old Way Toilets	76.39	80.21	DDR
11	BT	Telephone Charges - 1 Jan - 31 Jan 25	133.14	159.77	PD 04.02.25
12	CloudyIT	Laptop for Michelle Townsend	878.50	1054.20	PD 06.02.25
13	Castle Water	Water - Old Way Toilets, 01 - 31 Jan 25	696.61	769.09	PD 11.02.25
14	Castle Water	Water - WWL Allotments - 01 - 31 Jan 25	64.38	64.38	PD 11.02.25
15	Corona Energy	Gas - Columbine	4910.32	5892.38	
16	Castle Water	Water - Council House, 01 - 31 Jan 25	21.10	21.10	
17	A J Property Maintenance	Clear blockage at Old Way Toilets	95.00	95.00	
18	Birchwood Garden Services	Maintenance - Feb 25	1195.00	1195.00	
19	GCS Alarms	Annual Service of Mosquito Device @ the Clock Tower	170.00	204.00	
20	Lindsey Group	Annual Service of AHU	535.65	642.78	
21	Mr S Mann	Return of Deposit for Plot 1 PBL	50.00	50.00	
22	Playsafety Limited	Routine Playground Inspection Course, KM	480.00	550.00	
23	Police, Fire and Crime Commissioner for Essex	Quarter 3 PCSO charges	23289.81	23289.81	
24	Mr C F & Mrs W A Root	Refund of overpayment in relation to Allotment Fee	30.00	30.00	
25	Swish Hygiene Services	Feminine Hygiene, Council House - Jan 25	9.56	11.47	
26	Swish Hygiene Services	Feminine Hygiene, Council House - Feb 25	9.56	11.47	
27	Swish Hygiene Services	Feminine Hygiene, Columbine Centre - Jan 25	57.40	68.88	
28	Swish Hygiene Services	Feminine Hygiene, Columbine Centre - Feb 25	57.40	68.88	
29	Swish Hygiene Services	Feminine Hygiene, Old Way Toilets - Jan 25	38.24	45.88	
30	Swish Hygiene Services	Feminine Hygiene, Old Way Toilets - Feb 25	38.24	45.88	
31	Tendring District Council	Election Expenses - 28 November 24	7305.57	7305.57	
32	TJ's Window Cleaning Services	Window Cleaning - February 25	20.00	20.00	
33	Total Carpet Cleaning - Scott Johns	Carpet Cleaning at Columbine Centre	494.00	494.00	
34	Tower Security (Tendring) Ltd	Response to Site - 27.01.25	64.30	77.16	
35	Tower Security (Tendring) Ltd	Security Patrols - January 25	239.68	287.62	
36	Tower Security (Tendring) Ltd	Response to Site - 10.02.25	41.99	50.39	

37	Tendring Telecoms & Security Systems	Supply & programme additional alarm fob	52.95	63.54	
38	Veolia ES (UK) Ltd	Empty of Bins & Duty of Care - Columbine	221.04	265.25	
39	Veolia ES (UK) Ltd	Duty of Care Fee - Council House	3.83	4.60	
40	Veolia ES (UK) Ltd	Empty of Bins - Council House	61.90	74.28	
41	Vikki v's Theatre Productions	Refund of Columbine hirer overpayment	2.00	2.00	
42	Worldpay	Credit Card Terminal fee	47.50	57.00	

**Totals** **42928.85** **44864.95**

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

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