



# FRATING PARISH COUNCIL

*Clerk to the Council: Mrs. Jennifer Spear*

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## **Minutes of the Parish Council meeting held at the Memorial Hall, Main Road, Frating CO7 7DJ on Monday 04<sup>th</sup> April 2021 at 7:30 p.m.**

**Present:** Cllr Terry Cuthbert (Chair) Cllr Paula Bland (Deputy Chair)  
Cllr Reginald Mogg Cllr Terri Philp Cllr J Hynes

**In Attendance:** Mrs J Spear (Clerk) and Cllr Lynda McWilliams.

### **04.22.1 To receive and approve any Apologies for Absence**

None Received

### **04.22.2 To receive any Declarations of Interest**

None Declared

### **04.22.4 Minutes of the 7<sup>th</sup> March 2022 meeting to be approved and signed**

**Resolved** that the minutes of the Parish Council meeting held on 7<sup>th</sup> February 2022 to be approved as a correct record proposed by Cllr Bland seconded by Cllr Philps and signed by the chair.

### **04.22.5 Public Participation session relating to items on the Agenda**

No Items Raised

### **04.22.6 Chairmans Annual Report**

Circulated to the rest of the council, the chair summarised in the meeting.

### **04.22.7 Reports from Essex Police**

There was nothing local to Frating to note.

### **04.22.8 Reports from the District and County Councils – circulated prior to the meeting**

### **04.22.9 Reports from other committees and representatives**

#### **a) Neighbourhood Watch**

There has not been another meeting yet – the next one is in May.

#### **b) Speedwatch**

Only 1 response from the 23 interested parties at the moment so this is on hold for now.

### **04.22.10 To consider the following planning applications:**

#### [22/00316/FULHH](#)

Lanterns, Bromley Road, Frating Colchester Essex CO7 7DP

Proposed retention of existing out building and use as annexe ancillary to lanterns. Proposed extension to annexe to form sitting area and retention of existing garden shed.

**Resolved** The council unanimously agree to oppose this planning application due to the back building from the original building that was done without planning permission, The clerk will action.

#### [22/00475/COUNOT](#)

Land rear of Hill Farm, Clacton Rd, Frating

Prior approval for the conversion of an agricultural building into 2 dwellings.

**Resolved** – The council cannot comment on this application it is for our information only.

### **04.22.11 Planning Decisions**

None

### **04.22.12 Planning Enforcement**

The council have discussed their disappointment with the lack of planning enforcement from Tendring District Council – no responses from the enforcement team and no action taken with home and land owners who are carrying out work without the relevant permissions – including but not limited too Lanterns, Frating park, Morehams Hall and Palletplus. Cllr McWilliams has asked for the details of these and any other planning issues to be sent over, the clerk will action.

### **04.22.13 To Discuss renewing the Parish Councils membership to the TDALC**

**Resolved** The council agreed to renew their membership, with the updated cost of £20 per year. The clerk will action.

### **04.22.14 To Discuss the Memorial Day and Queens Platinum Jubilee Plans**

Cllr Cuthbert and Cllr Mogg have been in contact with the Alresford Rector to arrange a meeting ASAP.

The next planning meeting has been moved back to May 6<sup>th</sup> rather than the 25<sup>th</sup> April.

Reg has put together a list of all the local businesses based in Frating and has handed out to everyone to cast their eyes over to check if they are still in business and also so we can contact them for a possible sponsorship towards the event. Cllr Cuthbert and Cllr Mogg have approached TDC to see if they can offer any assistance with the book proposal. Cllr Bland has contacted a contact for the boys brigade but before this can be progressed we would need to know a bit more info.

Clerk to look into the provision of medals that the Parish Council can present to primary school age children – the clerk will source. The clerk has also contacted a local printing company about a quote for the book also.

### **04.22.15 Footpaths**

In regards to the footpath 4 that is currently blocked by the bunged wall, the clerk has spoken to Simon Taylor who is the head of Public Rights of Way at Tendring District Council (due to Cllr Guglielmi's help) he was sending out an inspector to go and check this wall to then find out why this is still blocked.

### **04.22.16 Chairman Report**

The Chair received a report that the Defib had possibly been used. He has been and checked that the pads etc are all ok and not used.

#### 04.22.17 Clerks Report

##### a) To Discuss the noticeboard

**Resolved** – The council have agreed that due to the breakdown of the seals in the current noticeboard the notices placed inside can no longer be viewed easily. The clerk will source quotes for new noticeboards to be presented to the council at the next meeting.

b) The clerk undertook a training course at EALC on financial regulations which was excellent and very well taught.

c) As reported at the last meeting after the NALC advised of the back dated pay rise the previous clerk did contact and request her back pay, which the clerk has actioned and is on the payment list.

#### 04.22.18 To Approve the signage review before submission

**Resolved** – The council are all in agreement with the signage review prepared by Cllr Cuthbert and the clerk – the clerk will send over to Cllr Guglielmi.

#### 04.22.19 To discuss the possibility of installing a VAS Sign

**Resolved** – The council were in full agreement of beginning the process of installing a VAS sign – the clerk will contact Cllr Guglielmi to get the process started.

#### 04.22.20 Finance

As at 18<sup>th</sup> March 2022 there was a total of £24,833.44 in both bank accounts.

a) To receive the monthly finance reports and approve monthly bank reconciliation figures from March 2022

**Resolved** – Chair signed the bank reconciliation as a true reflection of the money in the bank accounts.

b) To approve new payments in accordance with the 2021/22 and 2022/23 budget

| <u>Payee</u>  | <u>Net £</u>     | <u>VAT£</u>   | <u>Gross £</u>   | <u>Description</u>        |
|---|------------------|---------------|------------------|---------------------------|
| Jennifer Spear  | £303.69          | £0.00         | £303.69          | Clerk Salary              |
| Jennifer Spear  | £21.37           | £0.00         | £21.37           | Clerk Expenses            |
| Terry Cuthbert  | £34.27           | £0.00         | £34.27           | Chairmans Allowance       |
| Michelle Salazar  | £27.00           | £0.00         | £27.00           | Clerk Salary (Back pay)   |
| HMRC  | £204.20          | £0.00         | £204.20          | HMRC Payment              |
| Frating Memorial Hall   | £180.00          | £0.00         | £180.00          | Quarterly Maintenance     |
| Landscape Services  | £65.00           | £13.00        | £78.00           | Grass Cutting             |
| <i>This invoice balance is zero as we paid an invoice twice last year so we have already paid it)</i> |                  |               |                  |                           |
| A&J Lighting  | £37.50           | £7.50         | £45.00           | Lighting Maintenance      |
| Scibe   | £144.00          | £28.80        | £172.80          | Accounts Package (Yearly) |
|   | <b>£1,017.03</b> | <b>£49.30</b> | <b>£1,066.33</b> |                           |

**Resolved** – Cllr Bland proposed and Cllr Philips Seconded – All in Favour

**c) Receipts**

£818.29 VAT 126 refund – 2018-19 / 2019-20 / 2020-21

£0.65 bank interest

**d) To Discuss the clerks hours**

The clerk advised that with the added organization of the Memorial celebration and the Cilca that there may be extra hours needed over the next few months.

**Resolved** – The council acknowledged that this would be ok.

**04.22.21 To review and sign the Clerks contract of employment**

**Resolved** – The clerk and the chair signed the contract, circulated prior to the meeting.

**04.22.22 Items from the councillors to be added to the next meeting**

**04.22.23 To note the date and time of the next meeting**

**Resolved** – the next meeting is to be held on 9<sup>th</sup> May at 7:30 at the Frating Memorial Hall.

The chair Closed the meeting at 21:11pm

.....signed .....dated