



FRATING PARISH COUNCIL

Memorial Hall, Main Road, Frating, CO7 7DJ.

Clerk to the Council: Kay English

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MINUTES of the FRATING PARISH COUNCIL MEETING held at Memorial Hall on Monday 3rd March 2025 at 1930hrs.

Present: Cllr Paula Bland (Vice-Chairperson)
Cllr Terry Cuthbert (Chairperson)
Cllr Sally Potter
Kay English, Clerk to the Council
Cllr Carlo Guglielmi, Essex County Council Tendring Rural West
Cllr Aimee Keteca, District Council, The Bentleys & Frating Ward
Gary Guiver Director of Planning & Community, Tendring District Council
Eight Members of the Public

03.25.126 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Veronica Morris, Cllr Terri Philp and Cllr Jean Hynes

03.25.127 DISCLOSURE OF INTERESTS

It was RESOLVED: That members would raise relevant disclosures of interest at applicable Agenda items.

03.25.128 OVERVIEW OF PLANNING

Mr. Gary Guiver, Director of Planning & Community, Tendring District Council, gave a verbal update on the Public Consultation on the Review of the Local Plan and Call for Sites. The consultation began on 3rd March 2025 and would conclude on 14th April 2025. The Local Plan outlines the strategy for housing and other forms of development.

District Councils must review the Local Plan every 5 years, considering changes such as national planning policy. Mandatory house building targets imposed by the Government had substantially increased the house building targets in Tendring with a requirement to build 1,034 new homes every year until 2041. Options on how this would be achieved were being considered including the use of Green Field sites and expanding rural communities. Frating and Hare Green were areas that could be considered for a Garden Community. ¹*Foot note*

Mr. Guiver emphasised the importance of community involvement in shaping the future development of Tendring. He highlighted that the review process was designed to be transparent and inclusive, encouraging everyone to participate and voice their concerns and suggestions. He stressed that the success of the Local Plan depended on the active participation of residents, businesses, and other stakeholders.

¹ A Garden Community is a planned new community, which is a sustainable place to live, work and visit. It includes essential facilities and services like schools, health services, roads and transport systems.

Mr. Guiver provided details on the consultation process, including questions to be addressed, the methods for submitting opinions, and the projected timeline.

In response to questions raised by Councillors and members of the public, Mr Guiver explained that land acquired for development was usually a joint partnership agreement; Garden Communities take many years to build; national planning policy could change in 4 years as a result in change of Government; Devolution could impact on planning policy and processes in the future; District Councils could have their powers removed if targets imposed were not achieved; previous house building targets were based on demographic projections and likely growth of the population; Call for Sites was aimed at finding suitable locations for development based on local knowledge; building affordable housing for local people was considered.

The Chairman thanked Mr Guiver for attending the meeting.

It was RESOLVED: That the verbal report given by the Director of Planning & Community be noted and details of the Public Consultation on the Local Plan Review and Call for Sites would be widely publicised.

03.25.129 PUBLIC QUESTIONS

1. Gully Cleaning: flooding because of blocked drains continued to be a problem.

Response: Maintenance and gully cleaning are the responsibility of Essex Highways. There was evidence that cleaning had been done recently; inspections by Anglian Water have also been undertaken. The situation will continue to be monitored.

2. VE Day Celebration: Thursday 8th May 2025

Response: FPC had no plans currently to commemorate the occasion but would consider this further if there was support from the community.

3. VAS: request to install an additional sign.

Response: The feasibility of this would be considered at a future FPC meeting.

4. Litter Picking: purchase of equipment for the purpose of litter picking.

Response: Equipment was available already. Another litter picking event would be considered, details of which would be advertised via social media.

03.25.130 MINUTES

Members received and considered the draft Minutes of the Frating Parish Council (FPC) meeting held on Monday 3rd February 2025 (Appendix A).

It was RESOLVED: That the Minutes of the meeting held on Monday 3rd February 2025 be approved and signed by the Chairperson.

03.25.131 MATTERS PENDING

Members received and considered a list of the Parish Council's current outstanding actions (attached to record Minutes Appendix B).

It was RESOLVED: That the council's matters pending be noted.

The Clerk: To investigate further options for first aid training (CPR and defibrillator use) to include the possibility of cascade training via the First Responder.

03.25.132 CHAIRPERSON'S REPORT

i. Public Rights of Way Course: the Chairman gave a brief overview of the course he recently attended. In general footpaths were in good condition although there were limitations for cyclists.

ii. Holly Farm Development: the building of five houses was progressing although a proportion of the land at rear of the development had been sold to another developer. A further update on this would be given when details were known.

iii. Pride of Tending Awards: the Chairman and Cllr Bland attended the ceremony on behalf of FPC.

It was RESOLVED: That the report be noted.

03.25.133 CLERK'S REPORT

The Clerk gave an update on changes to the Council's email domain. The change-over was anticipated to be completed by 30 April 2025.

It was RESOLVED: That the report be noted.

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03.25.134 REPRESENTATIVES' REPORTS

i. Cllr Carlo Guglielmi (Essex County Council) circulated his March 2025 report by email prior to the meeting but further added that Devolution was progressing at pace. The Chief Executive, Ian Davidson was given the responsibility of overseeing the change, which was challenging particularly for complex areas such as Social Services and procurement. Further updates on Devolution would be provided at future FPC meetings.

ii. Cllr Aimee Keteca, Tendring District Council, introduced herself as the newly elected representative for The Bentleys & Frating Ward. Cllr Keteca outlined her intentions to collaborate with Parish Councils to address community issues like flooding, Pallet Plus, Lufkins Farm, and the Mineral Extraction Site. The Chairman shared background information for each issue including Pallet Plus and its negative effects on residents.

iii. Cllr Bland provided a report on recent discussions with Anglian Water and the inspection of drains. She explained that specialised equipment was necessary for cleaning.

It was RESOLVED: that the reports be noted.

03.25.135 FINANCE

i. Budget for 2025/26 (Appendix C as attached to record minutes)

It was RESOLVED: That the budget for 2025/26 be approved.

ii. The schedule of accounts received and paid for the period 19.12.24 – 20.2.25 (appendix D as attached to record minutes)

It was RESOLVED: That the schedule of accounts totalling £2,216.16 be approved.

iii. Members received and considered invoices presented for payment by the Parish Clerk.

It was RESOLVED: That the invoices be approved, uploaded and paid.

03.25.136 PLANNING & ENVIRONMENT

Members received and considered current and ongoing planning issues and associated matters:

i. Planning Applications: None received.

ii. Planning Decisions: None received.

iii. Planning Appeals: None received.

iv. Essex Lufkins Farm, Great Bentley Road: the Planning Application was expected to be submitted in the near future.

It was RESOLVED: that the report on planning applications be noted.

v. MAG10 Surface Water Meeting update: a meeting was planned for 12 March 2025.

It was RESOLVED: that the report be noted.

vi. Flooding in Haggars Lane: this item was covered under Public Questions minute 03.25 129.

vii. Parish Rights of Way (Parish Paths Partnership Scheme – P3): a further grant application would be submitted for 2025/26.

It was RESOLVED: that the report be noted.

viii. New Mineral Extraction Site: there were no further updates at the time of the meeting.

It was RESOLVED: that the report be noted.

ix. Pallet Plus Update: this item was covered under Representatives' Report minute 03.25 134.

x. Vehicle-Activated Sign reports 26.12.25 20.02.25 (Appendix E as attached to record minutes). It was noted that around 5% of vehicles exceeded the speed limit. Data collated was useful information for Police Enforcement.

It was RESOLVED: that the report be noted.

03.25.137 LEISURE & FACILITIES

Members received and considered matters arising and/or ongoing regarding:

i. Transfer of Churchyard

Cllr Bland gave an update on obtaining a Land Registry Plan to identify trees for removal. Once mapped, the information would be sent to Open Spaces at Tendring District Council for necessary action.

It was RESOLVED: that the report be noted.

ii. Transfer of Open Spaces (Playground)

The ownership of the Playground would remain with Tendring District Council.

It was RESOLVED: that this report be noted.

03.25.138 GOVERNANCE

Parish & Town Council Resilience Meeting:

Cllr Cuthbert would be attending the next meeting scheduled for 24 March 2025.

It was RESOLVED: That the report be noted.

03.25.139 ITEMS FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Items for inclusion on the agenda for the next meeting should be referred to the Clerk.

03.25.140 DATE OF THE NEXT PARISH COUNCIL MEETING

The next parish council meeting was scheduled to take place on Monday 14th April 2025 at 19:30hrs at Frating War Memorial Hall.

The meeting closed at 2110 hours.

Signed..... Date.....



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APPENDIX B

AGENDA ITEM 5 – MATTERS PENDING

- 03.25.129 PUBLIC QUESTIONS**
Consider holding a Litter Picking Event
- 03.25.134 CLERK'S REPORT**
Change over to new email domain.
- 02.25.119 FINANCE**
Transfer to Unity Trust Bank Update at future meeting (TBC)
- 03.25.136 PLANNING & ENVIRONMENT**
P3 Grant Application 2025/26
- 03.25.137 LEISURE & FACILITIES**
Land Registry: Removal of Trees Churchyard
- 02.25.123 GOVERNANCE**
Action arising: Cllrs Hynes, Morris, and Philp to complete and return DPI forms.
(11.24.93)

Frating Parish Council
PAYMENTS & RECEIPTS LIST

27 March 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
79	Clerk Salary	05/03/2025		Current Account		Payment - Clerk Salary		E	-292.00		-292.00
87	Clerk Salary	05/03/2025		Current Account		Payment - Clerk Salary		E	-348.34		-348.34
84	Chairperson's Allowance	05/03/2025		Current Account		Payment - Chairperson's Allow:	Mr T Cuthbert	E	-34.07		-34.07
88	Training	05/03/2025		Current Account		Payment - Training	EALC	S	-180.00	-36.00	-216.00
85	Expenses	05/03/2025		Current Account		Payment - Expenses	Mr T Cuthbert	S	-38.53	-7.71	-46.24
86	Expenses	05/03/2025		Current Account		Payment - Expenses	Paula Bland	E	-75.00		-75.00
80	Expenses	05/03/2025		Current Account		Payment - Expenses	Frating Parish Council	E	-51.59		-51.59
81	Expenses	05/03/2025		Current Account		Payment - Expenses	Frating Parish Council	E	-118.00		-118.00
82	Expenses	05/03/2025		Current Account		Payment - Expenses	Frating Parish Council	S	-124.99	-25.00	-149.99
83	Expenses	05/03/2025		Current Account		Payment - Clerk Expenses	Frating Parish Council	S	-19.97	-3.99	-23.96
77	Contract Maintenance	05/03/2025		Current Account		Payment - Grass Cutting	Landscape Services	S	-150.00	-30.00	-180.00
78	Contract Maintenance	05/03/2025		Current Account		Payment - Tree Cutting	Landscape Services	S	-400.00	-80.00	-480.00
89	Lighting Maintenance	05/03/2025		Current Account		Payment - Lighting	A&J Lighting	S	-37.50	-7.50	-45.00
Total									-1,869.99	-190.20	-2,060.19

APPENDIX D

Frating Parish Council

[25/00111/FULH](#)
[H](#)

Approval - Full
14.03.2025
Delegated
Decision

Mr Thomas
Swahn

Householder Planning
Application - Garage
conversion to ancillary
living accommodation.

Vine Cottage
Haggars Lane
Frating
Essex
CO7 7DN

01 COMPLIANCE REQUIRED: COMMENCEMENT TIME LIMIT

CONDITION: The development hereby permitted shall be begun not later the expiration of three years from the date of this permission.

REASON: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

NOTE/S FOR CONDITION:

The development needs to commence within the timeframe provided. Failure to comply with this condition will result in the permission becoming lapsed and unable to be carried out. If commencement takes place after the time lapses this may result in unlawful works at risk Enforcement Action proceedings. You should only commence works when all other conditions requiring agreement prior to commencement have been complied with.

02 APPROVED PLANS & DOCUMENTS

CONDITION: The development hereby permitted shall be carried out in accordance with the drawings/documents listed below and/or such other drawings/documents as may be approved by the Local Planning Authority in writing pursuant to other conditions of this permission or such drawings/documents as may subsequently be approved in writing by the Local Planning Authority as a non-material amendment following an application in that regard (except for Listed Building Consents).

Drawing No.s
2423-01-
2423-02-
2423-04-
2423-03-

REASON: For the avoidance of doubt.

NOTE/S FOR CONDITION:

The primary role of this condition is to confirm the approved plans and documents that form the planning decision. Any document or plan not listed in this condition is not approved, unless otherwise separately referenced in other conditions that also form this decision. The second role of this condition is to allow the potential process of Non Material Amendment if found necessary and such future applications shall be considered on their merits.

Please note in the latest revision of the National Planning Policy Framework (NPPF) it provides that Local Planning Authorities should seek to ensure that the quality of approved development is

not materially diminished between permission and completion, as a result of changes being made to the permitted scheme (for example through changes to approved details such as the materials used). Accordingly, any future amendment of any kind will be considered in line with this paragraph, alongside the Development Plan and all other material considerations.

Any indication found on the approved plans and documents to describe the plans as approximate and/or not to be scaled and/or measurements to be checked on site or similar, will not be considered applicable and the scale and measurements shown shall be the approved details and used as necessary for compliance purposes and/or enforcement action.

03 SPECIFIC RESTRICTION ON DEVELOPMENT: OCCUPATION

CONDITION: This permission shall only authorise the use and occupation of the accommodation hereby approved for purposes incidental and ancillary to the principal dwelling known as Vine Cottae, Haggars Lane (or as may be renamed in the future) and does not permit the use of the approved accommodation as a separate household unrelated and not incidental/ancillary to the principal dwelling.

REASON: The proposed annexe would not be acceptable under the established policies of Local Plan and NPPF by representing a net increase in dwelling units were the development to be occupied as an unrelated dwelling and not considered as one household. Furthermore, having regard to its particular relationship with the principal dwelling, there is potential for noise, activity and disturbance detrimental to the amenity of that principal dwelling were the development to be occupied as an unrelated dwelling.

NOTE/S FOR CONDITION

Unless otherwise stated, this condition applies to the site outlined in red and to all new development that forms any net increase in residential accommodation and may include change of use of buildings, change of use of land for the siting of caravans or similar, new buildings and extensions.