



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 06th June 2022 at 7:30 p.m.

Present: Cllr Terry Cuthbert (Chair)
Cllr J Hynes

Cllr Paula Bland (Deputy Chair)

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

06.22.49 To receive and approve any Apologies for Absence

Apologies were received from Cllr Mogg and Cllr Philps, these were accepted by the Council.

06.22.50 To receive any Declarations of Interest

None declared.

06.22.51 Minutes of the 9th May 2022 meeting to be approved and signed

It was agreed that the minutes of the Parish Council meeting held on 9th May 2022 were approved as a correct record and signed by the Chair.

06.22.52 Public Participation session relating to items on the Agenda

No items were raised.

06.22.52 Reports from Essex Police

There were a couple of items to note – that there had been one failed attempt to steal a car and a failed attempt to break into a garage. Not in Frating but in the neighbouring villages.

06.22.53 Reports from the District and County Councils

The Council has received the monthly County report which had been circulated to all councillors in advance of the meeting.

Cllr McWilliams advised that the report from the district council will be arriving shortly.

06.22.54 Reports from other committees and representatives

a) Neighbourhood Watch

There has not been another meeting of the neighbourhood watch this month.

b) RACE

Still awaiting the decision after the extension that is due to run out as of today's date. Cllr McWilliams advised that an update should be given any time now.

c) TDALC

Cllr Cuthbert and the clerk attended the TDALC meeting. Robert Taylor has stepped down as Chair, Lynda Belgrove is the new chair and Frank Belgrove has taken over the vice chair position temporarily. The main topic discussed was about the North Falls Windfarm and the detrimental effect that it will have on Tendring as a whole but also on the area of outstanding natural Beauty, Dedham Vale, Ardleigh and also Little and Great Bromley.

The Parish council agreed that even though the proposal doesn't directly affect the residents of Frating, they should support the neighbouring parishes. The clerk will write an objection to the proposal and submit before the deadline on the 16th June 2022.

06.22.55 To consider the following planning applications:

As at the time of writing and distributing the agenda – there may be late additions that need to be considered.

APPLICATION NO: [22/00776/DISCON](#)

PROPOSAL: Discharge of conditions 4 (Vehicular Turning), 8 (Tree Protection), 9 (Hard/Soft Landscaping) and 12 (Archaeology) of application 20/01226/FUL.

LOCATION: Tall Trees Clacton Road Frating Colchester

Resolved – The council have no comment to make on this planning application.

06.22.56 Planning Decisions

As at the time of writing and distributing the agenda – there may be late additions that need to be considered.

None Received

06.22.57 Parish Council Policies and Procedures

a) To review Standing Orders

Resolved – All in favour that the standing orders are correct. Clerk will add the updated policy to the website.

b) To review Financial Regulations

Resolved – All in favour that the standing orders are correct. Clerk will add the updated policy to the website.

c) To review the Code of Conduct

Resolved – All in favour that the standing orders are correct. Clerk will add the updated policy to the website.

d) To review and adopt General Data Protection Regulations

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

e) To review the Freedom of Information Publication Scheme

Resolved – All in favour that the standing orders are correct. Clerk will add the updated policy to the website.

f) To review and adopt the Document Retention Policy

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

g) To review and adopt the Co-option Policy

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

h) To review the Complaints Procedure

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

i) To review and adopt the Disciplinary Procedure

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

j) To review and adopt the Staff Grievance Procedure

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

k) To review and adopt the Social Media Policy

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

l) To review and adopt the ID Policy

Resolved – All in favour that the new policy should be adopted. Clerk will arrange a price for the new lanyards that are needed and will add the new policy to the website also.

m) To review and adopt the Equality and Diversity Policy

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

n) To review and adopt the Dignity at Work Policy

Resolved – All in favour that the new policy should be adopted. Clerk will add the new policy to the website.

06.22.58 To discuss the salt bag Partnership scheme

Resolved – that the council do not wish to take part in the scheme.

06.22.59 To discuss the libraries outreach programme

Resolved – that the library visits once every 3 weeks as it is and that is enough as no residents have complained that it isn't enough time.

06.22.60 To Discuss the Memorial Day Plans

The memorial book's proof reading is under way. The committee have one quote for publishing the book and have requested another – once this is received a meeting can be arranged to finalise the printing.

Three companies have agreed to donations for the book printing to a total of £400.

Once the Village Hall have had their AGM then another meeting can be held to begin to finalise the plans for the day.

06.22.61 Footpaths

a) Footpath Number 4

The public rights of way officer have come back to the clerk and stated that the footpath is not being blocked.

Resolved - Cllr Cuthbert will go and take updated pictures to show that the way markers for the footpath are inside the bung wall, and the clerk will send over to dispute this.

06.22.62 Chairman Report

The Chairman received a complaint that the new bungalow on Haggars lane is not necessarily complying with the building regulations outlined in their planning application. Therefore it was reported to planning under case reference: 22/00120/ENFENQ

06.22.63 Clerks Report

The internal auditor was satisfied that the accounts for the year have been kept correctly. The only change she wished to make – is to have the payment list made as a separate list and to only include the total figure on the meeting agenda, the clerk has actioned this from this month.

The insurance has had to be renewed very quickly due to the underwriters of the policy that had been agreed pulling out of cover a few weeks before it would run out. Therefore, the clerk has been going through the policy to make sure it is all up to correct before taking out the new policy.

As the clerk had to go through and update and also add new policies and procedures plus arrange the last-minute insurance renewal this month, she has done 6 hours overtime.

The bus stop that had been burnt down has been repaired.

The new noticeboard has been ordered and the clerk has contacted a company who will be able to fit the new one and remove the old one.

A formal complaint has been raised with Planning enforcement about the retrospective planning that was granted to 22/00316/FULHH.

The application for the grant for £250 towards the jubilee medals has been accepted and the money has been awarded to the Parish Council.

There are some outstanding Highways Items the clerk is chasing with Cllr Guglielmi, Local Highways panel request form for the potential VAS sign, the fence around the bus stop, the responsibility of the ditches, the speed of the traffic light change.

06.22.64 Finance

a) To review and receive year end and monthly finance reports, including bank reconciliation figures
As at 18th May 2022 there was a total amount of £28040.24 in both the savings and current account.

Resolved – That the June Bank reconciliation is correct and signed by the Chair.

b) To approve and sign the Annual Governance and Accountability Return 2020/2021 Part 2 – Certificate of Exemption

Resolved - that the Certificate of Exemption as prepared by the Responsible Financial Officer be approved and signed.

c) To review, approve and sign section one, Annual Governance Statement, of the Annual Governance and Accountability Return 2020/2021

The council reviewed and completed the Annual Governance Statement.

Resolved - that the Annual Governance Statement be approved and signed.

d) To approve and sign section two, Accounting Statements, of the Annual Governance and Accountability Return 2020/2021

Resolved - that the Accounting Statements as prepared by the Responsible Financial Officer be approved and signed.

e) To approve new payments in accordance with the 2022/23 budget.

As per attached payment list there is a net total of £1638.07 plus VAT £153.54, which gives a total of £1791.61.

Resolved – Cllr Cuthbert proposed, and Cllr Bland seconded, all in favour, the payments were signed and each one initialed. The clerk will action.

g) Receipts

a) £152 refund received from the EALC due to courses not undertaken during Covid

06.22.65 Items from the councillors to be added to the next meeting

To agree to the insurance renewal and cost.

The years spend to date, compared with the budget and forecast for the rest of the year.

06.22.66 To note the date and time of the next meeting

Resolved – that the next meeting is to be held on Monday 4th July at 7:30pm.

.....signed.....date