



FRATING PARISH COUNCIL

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

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MINUTES of the FRATING PARISH COUNCIL MEETING held at Memorial Hall on Monday 4th November 2024 at 1930hrs.

Present: Cllr Paula Bland (Vice-Chairperson)
Cllr Terry Cuthbert (Chairperson)
Cllr Veronica Morris
Cllr Terri Philp
Cllr Sally Potter
Jim Morris, Clerk to the Council
Three members of the public

11.24.84 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Jean Hynes, Cllr Lynda McWilliams (The Benthleys & Frating Ward) and Cllr Carlo Guglielmi (Tendring Rural West Division).

11.24.85 DISCLOSURE OF INTERESTS

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

11.24.86 PUBLIC QUESTIONS

A representative from the local Plymouth Brethren congregation proposed Saturday 23rd November at 0800hrs as a date and time for a community litter pick. The Brethren had a number of litter pickers and willing volunteers. Additional help organising Warm Hub provision was offered.

Response: Members agreed the date and time. Cllr Morris would promote the event on social media. Cllr Bland had further litter pickers and hi-vis jackets available. The Clerk would arrange for Tendring District Council (TDC) to collect arisings from the Memorial Hall. The potential hosting of a Warm Hub would be considered at a future meeting.

11.24.87 MINUTES

Members received and considered the draft Minutes of the Frating Parish Council (FPC) meeting held on Monday 7th October 2024 and amended draft Minutes of the FPC Annual Meeting held on Monday 13th May 2024.

It was RESOLVED: That the Minutes of the meeting held on Monday 7th October 2024, and the amended Minutes of the Annual Meeting held on Monday 13th May be approved and signed by the Chairperson.

11.24.88 MATTERS PENDING

Members received and considered a list of the parish council's current outstanding actions (attached to record Minutes). Site meetings regarding play areas and churchyard were yet to be scheduled, due to a lack of response from TDC; and contractor quotes for footpath maintenance were yet to be provided. Cllr Cuthbert was liaising with the local History Recorder over siting the War Graves Commission plaque on the cemetery gate; Cllr Morris had been introduced to the Plymouth Brethren representative; alternative banking providers and .gov.uk pricing was due to be considered at later

Agenda items; and information on the Terrorism Bill had been provided to the War Memorial Hall Management Committee. Members considered extending an invitation to TDC's Head of Planning. **It was RESOLVED: That the council's matters pending be noted. The Clerk was asked to provide TDC's Head of Planning with dates of future parish council meetings.**

11.24.89 CHAIRPERSON'S REPORT

Cllr Cuthbert offered a report to the meeting. Information had been sought from Essex County Council (ECC), via Cllr Guglielmi, on timescales for works at Alresford Viaduct. Further information on traffic lights upgrades would be available if the Batching Plant planning application was successful, and the Development Consent Order for the North Falls project was progressing. Correspondence from the North Essex Parking Partnership regarding the addition of double red lines at Bromley Road had been received; further information, including potential costs, would be considered at a future meeting. Cllr Cuthbert would attend EALC's Public Rights of Way training in February 2025.

It was RESOLVED: That the report be noted. Cllr Philp agreed to keep records documenting issues with parked cars at Bromley Road. The Clerk would contact EALC to book a bursary place on EALC's PRow training.

11.24.90 REPRESENTATIVES' REPORTS

- i. Cllr Lynda McWilliams had offered apologies.
- ii. Cllr Carlo Guglielmi had offered apologies. The monthly report had been circulated via email.
- iii. Cllr Bland reported that a resident of Haggars Lane had appointed a company to check and rod their drains ahead of winter.

11.24.91 PLANNING & ENVIRONMENT

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

- i. Planning Applications: none received.
- ii. Planning Decisions:
 - a) 24/00349/FUL (attached to record Minutes). Permission for a total of eight dwellings had now been granted at the site.

It was RESOLVED: That the decision be noted.

- iii. Planning Appeals: none received.
- iv. Report of breach of Planning Control 24/00314/BOC (attached to record Minutes). A potential breach of Conditions at Sunnyholme development site had been investigated by TDC Planning Enforcement. The Condition related to the removal of boundary planting and would be mitigated by approval of a planting scheme once the building works were complete.

It was RESOLVED: That the report be noted.

- v. Flooding – Essex Surface Water Management meetings. Cllr Cuthbert had attended further online meetings with Anglian Water and other organisations. A map showing riparian ownership was being prepared, and owners would be contacted regarding clearing ditches adjacent to their properties. In some instances, the ownership lay with property companies. Anglian Water was still due to assess surface water ingress in its infrastructure.

It was RESOLVED: That the report be noted.

- vi. Vehicle-Activated Sign reports 01.10.2024-25.10.2024 (attached to record Minutes). Around 5-6% of vehicles were shown to be exceeding the speed limit.

It was RESOLVED: That the data be noted.

11.24.92 FINANCE

- i. The schedule of accounts received and paid for the period 01.05.24 – 18.09.24 had been circulated with the Agenda. A full schedule of payments made in 2024-25 would be attached as an Appendix to the Agenda for the next scheduled meeting.

It was RESOLVED: That the item be noted and a full schedule with bank reconciliations provided at a future meeting.

- ii. Members considered information on moving the council's accounts to an alternative supplier. Unity Trust Bank offered a better rate of interest on its Instant Access savings account than was being received from Barclays.

It was RESOLVED: That accounts with Unity Trust be opened and moving the council's banking arrangements be progressed.

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

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

iv. Warranty extension from Elancity UK (attached to record Minutes). The Vehicle-Activated Signs manufacturers had offered an extended warranty on the council's equipment.

It was RESOLVED: That the extended warranties be approved.

v. Information and pricing for .gov.uk pricing (attached to record Minutes). Further information had been received, but there were outstanding queries over the user-friendliness of emails.

It was RESOLVED: That further information be sought and considered at a future meeting.

vi. Frating Parish Council budget 2025-26. Members noted that the Frating Parish Council budget for the forthcoming financial year would be finalised at the scheduled December meeting. There would likely be additional items for expenditure, such as bus shelter refurbishment and footpath maintenance, to be considered.

It was RESOLVED: That the item be noted and kept on the council's agenda.

11.24.93 GOVERNANCE

i. Local Government Association model Code of Conduct (attached to record Minutes).

It was RESOLVED: That the model Code of Conduct be approved and adopted.

ii. National Association of Local Council's 'Civility & Respect Pledge' and Local Council Award Scheme (attached to record Minutes).

It was RESOLVED: That further information on training be sought.

iii. Declarations of Pecuniary Interests. In accordance with Code of Conduct Appendix B, the Clerk had adapted the council's Declaration of Pecuniary Interests forms to include a section on Disclosable Personal Interests.

It was RESOLVED: That members would complete and return the updated DPI forms.

iv. Frating Parish Council Policies: Dignity at Work; Disciplinary; Equal Opportunities; Grievance; Health & Safety; and Privacy (attached to record Minutes).

It was RESOLVED: That the Policies be adopted without alteration.

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

Warm Hub; Dog fouling; bank reconciliations; budget 2025-26; .gov.uk pricing; and Civility & Respect Pledge were suggested.

11.24.95 DATE OF THE NEXT PARISH COUNCIL MEETING

The next parish council meeting was scheduled to take place on Monday 2nd December 2024 at 1930hrs at Frating War Memorial Hall.

11.24.96 EXCLUSION OF PUBLIC & PRESS

In accordance with Frating Parish Council Standing Order 3(d), members of the public and press from the remaining Agenda item(s), by reason of the confidential nature of the business to be transacted.

The meeting closed at 2050hrs.

11.24.97 CLERK'S PROBATION PERIOD & CONTRACT OF EMPLOYMENT

i. Members assessed the Parish Clerk's performance during the probation period.

ii. Members considered the offer of a Contract of Employment for the Parish Clerk (circulated with Agenda). Two amendments to Clause 8 were suggested.

It was RESOLVED: That the proposed Contract of Employment be amended and the Contract be offered once the wording had been approved.

The meeting closed at 2105hrs.

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