



# FRATING PARISH COUNCIL

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

Clerk to the Council: Kay English

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27<sup>th</sup> May 2025

## MINUTES of the FRATING PARISH COUNCIL MEETING held at the Memorial Hall on Monday 19<sup>th</sup> May 2025 at 19:30hrs.

Present: Cllr Paula Bland  
Cllr Terry Cuthbert  
Cllr Jean Hynes  
Cllr Veronica Morris  
Cllr Sally Potter  
Kay English, Clerk to the Council  
12 Members of the Public

### 05.25.01 ELECTION OF CHAIRMAN

The Clerk invited nominations for Chairman.

It was **RESOLVED**: That Cllr Terry Cuthbert be declared Chairman of Frating Parish Council.

Nominated by Cllr T Philp and Seconded by Cllr S Potter. The Chairman signed the Declaration of Acceptance of Office.

### 05.25.02 APOLOGIES FOR ABSENCE

Apologies for absence were RECEIVED and ACCEPTED from: Cllr Carlo Guiglielmi, County Councillor for Tendring Rural West.

### 05.25.03 DISCLOSURE OF INTERESTS

It was **RESOLVED**: That members would raise relevant disclosures of interest at applicable agenda item.

### 05.25.04 ELECTION OF VICE-CHAIRMAN

The Chairman invited nominations for Vice-Chairman.

It was **RESOLVED**: That Cllr P Bland be declared Vice-Chairman of Frating Parish Council.

Nominated by Cllr S Potter and Seconded by Cllr T Philp. Cllr Bland indicated her acceptance of office.

### 05.25.05 COMMITTEE & REPRESENTATIVES

It was proposed that Council representatives remained the same although noted that Frating's Neighbourhood Watch was no longer in existence:

- i. Tree Warden: Cllr T Cuthbert
- ii. Public Rights of Way: Cllr T Cuthbert
- iii. Emergency Response (Resilience): Cllr T Cuthbert & Cllr V Morris
- iv. Frating War Memorial Hall: Cllr T Cuthbert & Cllr P Bland
- v. Neighbourhood Watch: no longer applicable
- vi. Public Transport: Cllr T Philp
- vii. TDALC: Cllr P Bland supported by the Clerk

It was **RESOLVED**: that the Council representatives as outlined be appointed. Proposed by Cllr P Bland and Seconded by Cllr S Potter.

#### **05.25.06 PUBLIC QUESTIONS**

**Q.1** The overgrown footpath (near Gordon House) was hindering residents' access to the village.

**Response:** The Chairman stated that Essex County Council (ECC) had a maintenance programme, with the contract specifying frequency of grass cutting, typically twice a year. There are other footpaths in a similar condition. This issue can be reported directly to ECC, but the Chairman suggested raising a Local Highways Panel Application to expedite the process.

**Q2.** The overgrown footpath Haggars Lane was unusable because of lack of maintenance.

**Response:** The footpath was not a designated Public Right of Way and was not maintained by ECC. The ownership of the land was unknown.

**Q.3** The question on VE Day Commemoration was addressed under Chairman's Report minute 05.25.10

The Chairman thanked the member of the public who highlighted the need for cleaning the Frating Village Sign.

#### **05.25.07 MINUTES**

Members RECEIVED and CONSIDERED the draft Minutes of the Frating Parish Council meeting held on 14<sup>th</sup> April 2025.

**It was RESOLVED:** That the Minutes of the meeting held on Monday 14<sup>th</sup> April 2025 be approved and signed by the Chairman.

#### **05.25.08 MATTERS PENDING**

Members RECEIVED and CONSIDERED a list of Parish Council's current outstanding actions.

i. The need for an additional Vehicle Activated Sign (VAS) was discussed.

It was **RESOLVED** that the Clerk and Cllr Morris would consider the feasibility and justification for an additional VAS including relocation of the existing VAS and/or alternative measures to reduce the number of speeding vehicles.

ii. There was a maintenance contract in place for the FPC managed VAS.

iii. An update on MAG10 (surface water) would be provided following a meeting on 5<sup>th</sup> June 2025.

iv. The Closed Churchyard survey was completed identifying trees and bushes for removal. This information would be sent to Tendring District Council (TDC) for remedial work to be undertaken before responsibility for its maintenance transferred to FPC.

v. Nominations for First Aid Training (Defibrillator and CPR) should be submitted to the Clerk.

**It was RESOLVED:** That all other Council's matters pending be noted.

#### **05.25.09 FINANCE**

i. The Clerk gave an update on the End of Year Statements & Accounts 2024-2025, which would be presented to the next Council meeting on 2<sup>nd</sup> June 2025; the date of the Internal Audit Inspection would take place on 28 May 2025, and Annual Precept of £7,944 was received on 1 April 2025. The Clerk confirmed that invoices and payments, outlined by email, and approved by Council, were paid on 12<sup>th</sup> May 2025.

It was **RESOLVED** that the update be noted.

ii. The Appointment of Internal Auditor 2025/2026

It was **RESOLVED** that Jan Stobard be appointed as the FPC Internal Auditor for 2025/2026.

iii. Renewal of Council Insurance Policies 2025/2026

It was **RESOLVED:** That Clear Council would be FPC insurers and invoice of £618.16 be paid.

iv. Annual Subscription for CVST 2025/2026:

It was **RESOLVED:** That the Annual Subscription for CVST be renewed at a cost of £25

v. The Clerk reported inaccuracies with the Schedule of Accounts as presented in Appendix C e.g. cost centre allocation errors, which were highlighted following a recent year-end reconciliation.

It was **RESOLVED:** Accounts for period of 01.04.2025 – 30.04.2025 would not be approved; the Clerk would present further Accounts at the meeting on 2<sup>nd</sup> June 2025.

#### **05.25.09 GOVERNANCE**

i. Members RECEIVED and CONSIDERED FPC Policies, procedures, Financial Regulations and Standing Orders as outlined in Appendix D:

It was **RESOLVED** that the updated policies and procedures would be added to the FPC website by the Clerk with a Review Date of May 2026.

ii. Civility & Respect Pledge. Cllr Morris requested that FPC adopt the Civility & Respect Pledge in line with good practice.

It was **RESOLVED** that the Clerk would investigate this further, and that this be added to the agenda for consideration at the next Council meeting on 2<sup>nd</sup> June 2025.

iii. General Power of Competence

It was **NOTED** that: FPC meets the criteria to use General Power of Competence as defined in the Localism Act 2011.

iv. Devolution & Local Government Reorganisation:

It was **NOTED** that: there was no further update on the status of Devolution & Local Government Reform.

#### **05.25.10 CHAIRPERSON'S REPORT**

i. VE Day Commemoration. The joint event with Great Bromley was successful with around 350 people in attendance. The event was publicised through leaflet distribution and the website.

ii. The Chairman attended the presentation of a gift for Cllr McWilliams at Great Bentley Village Hall. A note of thanks was received from Cllr McWilliams.

iii. Alresford Viaduct: HGVs (18tn) could now use this route; noted that signage had not yet changed to reflect this.

It was **RESOLVED**: That the Chairman's report be noted.

#### **05.25.12 CLERK'S REPORT**

i. The Clerk informed Members of on-going discussions with SSE, the provider of electricity for Street Lighting. SSE failed to invoice the Council for electricity since September 2023 resulting in a bill of £3,147. The Clerk had raised a formal complaint with SSE. Further update on the situation would be provided at the next Council meeting on 2<sup>nd</sup> June 2025.

ii. Core training: Audit Course was on 20<sup>th</sup> May 2025 followed by New Clerks Course on 29<sup>th</sup> July 2025.

It was **RESOLVED**: That the Clerk's report be noted.

#### **05.25.13 REPRESENTATIVES' REPORTS**

i. Cllr Carlo Guglielmi (ECC) circulated his report by email prior to the meeting.

ii. Cllr Aimee Keteca (TDC) gave a verbal update on her meeting with Pallet Plus; matters relating to footpath and lighting concerns (the Park); Lufkins Farm; anti-social behaviour; and VE Day commemorations events. The Kings Arms Festival weekend 24<sup>th</sup> May bank holiday was also mentioned.

iii. Cllr Philp gave an update on the ongoing problem with dog fouling and installation of a dog waste bin. A resident who was proactive in raising this issue, particularly using social media, was thanked for their efforts. The Chairman would discuss sharing costs of providing dog waste bins with the Chairman of Great Bromley Parish Council.

iv. Thorington Church, Frating, raised £3,400 in April 2025 by holding a weekend event: Blue Bell Woods. Cllr Bland proposed that ways of raising the profile of the Church and promoting its community involvement be considered.

It was **RESOLVED**: That the representative reports be noted; ways of promoting Thorington Church would be added to Matters Pending.

#### **05.25.14 PLANNING & ENVIRONMENT**

i. Planning Applications Received:

**None received.** Noted that no planning application for Hill Farm barn conversion had been received. It was **RESOLVED**: that enquiries would be made regarding the planning application for Hill Farm and this would be reported back to the next meeting.

ii. Planning Determinations:

**None received.**

iii. Planning Appeals:

**None received.**

iv. Street Lighting Maintenance Schedule 2025/26

It was **RESOLVED**: that the Schedule of Maintenance be noted and approved.

v.Haggars Lane Hoarding: an update on the hoarding was given. Hoarding was on private land and inspected by TDC dangerous structure team and found to be safe.

It was **NOTED** that no further action could be taken.

vi.VAS:

It was **RESOLVED**: that the statistics be noted with some vehicles continuing to exceed the speed limit.

**05.25.15 LEISURE & FACILITIES**

The Frating Sign was cleaned, and Cllr Potter was thanked for undertaking the planting.

**05.25.16 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.

**05.25.17 DATE OF THE NEXT PARISH COUNCIL MEETING**

The annual parish council meeting was scheduled to take place on Monday 2<sup>nd</sup> June 2025 at 19:30hrs at Frating Memorial Hall.

The meeting closed at 20:30 hours.

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