



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

Minutes of the Annual Parish Council meeting held at the Memorial Hall, Main Road, Frating CO7 7DJ on Friday 19th May 2023 at 14:00 p.m.

Present: Cllr T. Cuthbert (Chair) Cllr R. Mogg
Cllr P. Bland Cllr J. Hynes

In Attendance: Mrs J Spear (Clerk) and 3 members of the public.

05.23.17 Election of Chairman (Sign declaration of Acceptance of office)

Resolved – Cllr P. Bland nominated Cllr. T. Cuthbert, seconded by Cllr. R. Mogg, motion carried, Cllr. T. Cuthbert declared the Chair of Frating Parish Council. The Chair signed the declaration of acceptance of office.

05.23.18 To receive and approve any Apologies for Absence

Cllr. T. Philp and Cllr. V. Morris sent their apologies, these were noted by the council.

05.23.19 To receive any Declarations of Interest

None Declared

05.23.20 Minutes of the 03rd April 2023 meeting to be approved and signed

Resolved Cllr. P. Bland proposed that that the minutes of the Full Council Meeting held on the 3rd April 2023 were a true record and these were signed by the Chair.

05.23.23 General Power of Competence

Frating Parish Council meet the following criteria:

a) The number of members of the council that have been declared to be elected, whether at an ordinary election or at a by election is equal to or greater than two thirds of the total number of members of the council.

b) The clerk to the parish council holds the certificate in Local Council administration.

Resolved Cllr. T. Cuthbert proposed that Frating Parish Council can declare the General Power of Competency, this was accepted by the Council, all in favour, motion carried.

05.23.24 Election of the Vice Chair

Resolved Cllr. T. Cuthbert proposed Cllr. P. Bland, who accepted the proposal, seconded by Cllr R. Mogg, all in favour.

Cllr. P. Bland declared Vice Chair of Frating Parish Council.

05.23.25 Public Participation session relating to items on the Agenda

- MOP asked if there had been an update with the possibility of having a section in the GB Parish Magazine. The Clerk confirmed that the Great Bentley representative said that it is open for discussion, but that Frating will need volunteers to deliver the magazine in Frating and also to put the articles together for it too. Clerk will facilitate a meeting between this



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

- MOP and with the writers of the Great Bentley Parish Magazine.
- MOP asked about the Borders Garden Community, where do Frating Parish Council stand with the proposal? Chair advised that the second site for the garden community was to swallow up Frating, and 25 years ago Frating fought the proposed development as it would have had such a detrimental effect on Frating, the agreed location now is a better option for Frating Village.
 - MOP asked about what was happening with the Palletplus application. The chair advised that the legal agreement for the approval is still being discussed behind the scenes with TDC planning solicitors with palletplus' solicitors and as such we are waiting for the details of the approval to be published.

05.23.26 Committees and Representatives

To nominate and approve council representatives for the below:

(i) Tree Warden

Resolved that Cllr. T. Cuthbert remain as the council's tree warden, this was accepted by the council.

(ii) Rights of Way (Footpaths)

Resolved that Cllr. T. Cuthbert remain as the councils Rights of Way Officer, this was accepted by the council.

(iii) Public Transport

Resolved that Cllr. T. Philp remain as the councils public transport liaison, this was accepted by the council.

(iv) War Memorial Hall Frating Management Committee

Resolved that Cllr. T. Cuthbert and Cllr. R. Mogg remain as the councils representatives on the War Memorial Hall Frating Management Committee, this was accepted by the council.

(v) TDALC

Resolved that Cllr. P. Bland become the Councils TDALC representative, this was accepted by the council.

(vi) Emergency Response (Resilience)

Resolved that Cllr. T. Cuthbert remain as the councils Emergency Response officer, this was accepted by the council.

(vii) Neighbourhood Watch

Resolved that Cllr. T. Philips remain as the councils representative on the Neighbourhood Watch, this was accepted by the council.

05.23.27 Policies & Procedures

a) To review Standing Orders



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

Resolved – All in favour that the standing orders are correct, Clerk will update the review date and add to the website.

b) To review Financial Regulations

Resolved – All in favour that the financial regulations are correct, Clerk will update the review date and add to the website.

To review the Code of Conduct

Resolved – Cllr. P. Bland advised that there are a couple of amendments needed, that refer to Town Council rather than Parish Council, otherwise all in order, Clerk will update and add the updated policy to the website.

To review and adopt General Data Protection Regulations

Resolved – All in favour that the GDPR are correct, Clerk will update the review date and add to the website.

c) To review the Freedom of Information Publication Scheme

Resolved – All in favour that the Freedom of Information Publication Scheme is correct. Clerk will add the updated policy to the website.

d) To review and adopt the Document Retention Policy

Resolved – All in favour that document retention policy is correct, Clerk will update the review date and add to the website.

e) To review and adopt the Co-option Policy

Resolved – Cllr. P. Bland advised that there are a couple of amendments needed, that refer to Town Council rather than Parish Council, otherwise all in order, Clerk will update and add the updated policy to the website.

f) To review the Complaints Procedure

Resolved – All in favour that the Complaints procedure is correct, Clerk will update the review date and add to the website.

To review and adopt the Disciplinary Procedure

Resolved – All in favour that the Disciplinary Procedure is correct, Clerk will update the review date and add to the website.

g) To review and adopt the Staff Grievance Procedure

Resolved – All in favour that the Staff Grievance Procedure is correct, Clerk will update the review date and add to the website.

h) To review and adopt the Social Media Policy



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

Resolved – All in favour that the Social Media Policy is correct, Clerk will update the review date and add to the website.

i) To review and adopt the ID Policy

Resolved – All in favour that the ID Policy is correct, Clerk will update the review date and add to the website.

To review and adopt the Equality and Diversity Policy

Resolved – All in favour that the Equality and Diversity Policy is correct, Clerk will update the review date and add to the website.

j) To review and adopt the Dignity at Work Policy

Resolved – All in favour that the Dignity at work policy is correct, Clerk will update the review date and add to the website.

05.23.28 Reports from the District and County Councils

Cllr. L. McWilliams advised that there is a lot going on at the moment after the elections from the beginning of the month, the next Full Council meeting is next week and then more can, The Planning Manager from TDC is considering making more site visits and also visiting local Parish Councils to help support with issues with planning applications.

05.23.29 Reports from other committees and representatives

a) Neighbourhood Watch

No Report received.

05.23.30 To consider the following planning applications:

a) [23/00576/FUL](#), Holly Farm Main Road Frating Colchester

Proposed demolition of house and outbuildings and erection of 6no. detached dwellings served from a single point of vehicular access.

There was much discussion about this application including, there is no mention of the land at the back of the proposed housing being previously used for pigs as well as chicken farming. It is possible therefore that the land is contaminated, and remediation may be required. From the application the council noted that part of the site lies within the village settlement boundary, but the rest of the site does not. As the rest of the plot is under offer to the same developer and that although the other areas are outside of the settlement boundary the way the plans have been drawn up lend to more development. A further point to note is that the current site plans that have been submitted along with the proposed build are incorrect as they do not show the pig styies that are on the land.



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

The Parish Council are sympathetic to the need to develop the site but that the 6 houses being proposed are not in keeping with the village as it is now, and that the 6 houses are an overdevelopment of the small area on which the developer is proposing that they are to be built on.

Resolved – Cllr. T. Cuthbert proposed that we ask Cllr. L. McWilliams calls this application into committee to be discussed and that Frating Parish Council object to the application based on the above reasonings, this was agreed by the council.

Action – Clerk

B) 23/00526/FULHH, Sunnyholme, Main Road, Frating Clerk

Proposed demolition of existing conservatory and construction of a two-storey side extension; Relocation of front door with a storm porch; Demolition of existing rear lean-to and reconstruction of a purpose-built structure; Increase in existing flat roof height; Conversion of garage into habitable accommodation; and raising roof height to facilitate bedrooms within the new loft space with front facing dormers and velux windows.

Resolved Cllr. T. Cuthbert, proposed objecting to the application based on it being overdevelopment of the site. Although the applicant advises it will be a home for him and his brother the interior of 6 bedrooms does not lend itself to that of a home used for this purpose. With the top floor conversion making this a 3-storey house and the addition of the velux windows this does encroach on the neighbours privacy and this addition is not at all in keeping with the surrounding houses most of which are bungalows.

At the moment the house fronts onto the Main Road, the proposal changes the front entrance to Haggars lane, which is a private road and is not wide enough for extra vehicles that may need to park there with the overflow from the proposed residence. Parking is not available to the original front of the house as there is a verge and a clearway running along the original frontage.

Although the proposer has stated this will not be used for a House of Multiple Occupancy with the layout as proposed it is very difficult not to deduce that that is exactly what will happen with this property. There just isn't any parking to support this and this will lead to misery and parking issues for the current long term residents.

All the council are in favour of this objection.

Action – Clerk

05.23.31 Planning Decisions

None

05.23.32 Footpaths



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

Moorhams Hall access The Parish Council have noted that the Permissive access of the route through Morehams hall have now not been closed for the last 3 years, so it becomes a complete public right of way. Need to find out how we can declare this as a public right of way now this has not been closed.

Action – Clerk

05.23.33 Clerks Report

- The VAS application has been resubmitted for the 3rd time with the posts for the application now, and the clerk has prices for the cost of the installation of the posts.
- The clerk found a cheaper supplier for the new bin and is going to order that one.

05.23.34 Chairs Report

a) Verges – Despite repeated attempts at speaking to TBS the chair has not heard back from him about getting the verges reinstated after their contractors left them in such a state. If this is reported to Highways (Frating park footpath for example which is one of the worst areas affected) then Highways should come and investigate and will have to reinstate them.

Action – Chair

b) The work has now been completed on the traffic lights; the timing is a bit shorter when coming from Great Bentley so they are going to see if this can be amended now to help with the flow of traffic.

c) There have been 2 accidents at the crossroads in the past couple of weeks, one head on collision with 2 vehicles and one that was a single car that crashed into the post-box.

05.23.34 To discuss the 2 quotes for renewal of the Parish Council Insurance, and to discuss which to accept.

Quote 1: BHIB £513.26 or 3 year agreement of £493.74 a year

Quote 2: Ansvar £347.98

Resolved – Cllr. R. Mogg proposed accepting Quote 1 and entering into a 3 year agreement, this was accepted by the council.

Action – Clerk

05.23.35 Finance

a) AGAR – to receive the report from the internal auditor

Resolved – This was noted by the council.

b) AGAR – Annual Governance Statement to consider the questions and respond accordingly

The council reviewed and completed the Annual Governance Statement.

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



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

c) AGAR – Audit Accounting Statements – to consider and agree the accounting statement figures Resolved - that the Accounting Statements as prepared by the Responsible Financial Officer be approved and signed.

d) AGAR – Electors Rights – to note the dates of the Exercise of Public Rights as Monday 05th June 2023 to Friday 14th July 2023.

Resolved – This was noted by the council.

e) AGAR – To note the statement of variances as supplied with the AGAR.

Resolved – this was noted by the council.

f) AGAR – To note that Frating Parish Council are exempt from the external audit, and to sign the certificate of exemption.

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

g) To review and receive monthly bank reconciliation figures for April.

As of 18th April 2023 there was a total of £ 24,928.90 in both accounts

Resolved – that the April Bank Reconciliation is correct, and this was signed by the Chair.

h) To approve new payments for March in accordance with the 2022/23 budget, payment list attached.

Resolved – Cllr. P. Bland proposed that the payments be made, seconded by Cllr. R. Mogg.

Action – Clerk

e) To note that due to the completion of the CiLca the clerk's salary will increase one pay scale point.

Resolved – this was noted by the council.

h) To note the following Receipts –

i) £5700 precept payment

ii) £50 LCTS Grant

Resolved – these receipts were noted by the council.

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

None added

05.23.37 To note the date and time of the next meeting.

Resolved – that the date of the next meeting is Monday 5th June 2023 at 7:30pm.



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

Tel. 07824 860 252

Email: fratingpc@hotmail.com

Website: www.fratingparishcouncil.org.uk

There being no further business the Chair closed the meeting at 15:21.

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