



FRATING PARISH COUNCIL

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

Clerk to the Council: Kay English

Email: clerk@fratingparishcouncil.gov.uk

Website: www.fratingparishcouncil.gov.uk

MINUTES of the FRATING PARISH COUNCIL MEETING held at the Memorial Hall on Monday 6th October 2025 at 19:30hrs.

Present: Cllr Terry Cuthbert (Chairman)
Cllr Paula Bland (Vice Chairman)
Cllr Jean Hynes
Cllr Terri Philp
Cllr Sally Potter
Kay English, Clerk to the Council
There were no members of the public.

10.25.68 APOLOGIES FOR ABSENCE

Apologies for absence were RECEIVED and ACCEPTED from: Cllr Veronica Morris.

10.25.69 DISCLOSURE OF INTERESTS

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

10.25.70 PUBLIC QUESTIONS

There were no members of the public present at the meeting.

10.25.71 MINUTES

Members RECEIVED and CONSIDERED the draft Minutes of the Frating Parish Council (FPC) meeting held on 1st September 2025.

It was **RESOLVED**: That the Minutes of the meeting held on Monday 1st September 2025 be **APPROVED** and signed by the Chairman.

10.25.72 MATTERS PENDING

Members RECEIVED and CONSIDERED a list of the Parish Council's current outstanding actions as outlined in Appendix B. An update on some of the outstanding matters was given:

- i. Traffic Calming Measures & Speed Reduction: there was evidence that Essex County Council (ECC) had installed traffic monitoring equipment in the village.
- ii. Churchyard: Tendring District Council (TDC) had commenced clearance works with some trees earmarked for removal. Once completed, consideration would be given to new planting; S106 monies would be released to FPC on completion of the works.

It was **RESOLVED**: That Matters Pending be NOTED

10.25.73 REPRESENTATIVES' REPORTS

- i. Cllr Carlo Guglielmi (ECC) gave his apologies; his report was circulated prior to the meeting.
- ii. Cllr Aimee Keteca (TDC) provided an update on the flooding situation, particularly in relation to the Kings Arms Public House, noting improvements following recent cleansing and ditch clearance efforts. Additionally, Cllr Keteca requested a review of signage at the Lufkins Farm Stop Sign to enhance road safety. There were no further developments regarding Local Government Reform. Cllr Keteca also agreed to explore potential funding or grants for Parish and Town Councils to support projects such as window replacement in the Village Memorial Hall.

iii. Cllr Bland provided a summary of the extra-ordinary meeting regarding Local Government Reform, covering key proposals such as community consultation and financial planning. The new Unitary Authorities were anticipated to be established by 1st April 2028. Additionally, updates were shared about changes to TDC enforcement for issues like unpaid Council tax and fly tipping, with related services now managed by an in-house team. Some existing service contracts may be extended or re-tendered. It was also mentioned that Parish & Town Clerks, as council employees, might be eligible for discounts at facilities including Leisure Centres.

It was RESOLVED: that the reports and updates be NOTED.

10.25.74 CHAIRPERSON'S REPORT

i. Surface Water Flooding (MAG10): An improvement was acknowledged; however, the Chairman emphasised that further efforts were necessary to fully resolve the issue. A subsequent meeting was scheduled for 23 October 2025, during which a more comprehensive report is anticipated.

ii. Flood Leaflets: A leaflet was distributed to those areas most affected by flooding.

iii. Public Rights of Way (P3) Signage: Posts requiring repair would be replaced, and one may be relocated to prevent damage.

iv. Frating Heritage Pump: The poor condition of the heritage pump was noted, emphasising that its maintenance was the owner's responsibility.

v. Alresford Viaduct Signage: statutory consultation process was currently taking place.

vi. Bromley Road: The overgrown hedge was trimmed, but it was observed that additional work was still needed. It was also mentioned that determining land ownership was complicated, as some areas or roads were adopted by ECC.

vii. Bus company Konect: Ownership of the company had changed to Transport Made Simple Group.

viii. Abandoned Vehicles: If a vehicle was untaxed, it needed to be reported to DVLA. Vehicles with a valid MoT were not classified as abandoned.

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

10.25.75 CLERK'S REPORT

The Clerk:

i. Completed 21 working hours during August 2025.

ii. Was scheduled to attend a Code of Conduct training course in October 2025.

iii. Requested to be informed about Cllrs' annual leave.

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

10.25.76 PLANNING & ENVIRONMENT

i. Planning Applications:

No new planning applications were received.

Noted updates:

- Planning Application 25/0181/FUL (Land South of Main Road): Additional comments were submitted on parking issues affecting footways and grass verges.
- Building at IONA: Confirmed as agricultural land; the building will be used as a chicken coop, exempt from planning permission.
- Pallet Plus: Landscaping condition applies once loading bays began construction.

ii. Planning Determination:

25/01096/FULHH 9 Fen Close: planning application for conversion of existing garage into habitable space.

It was RESOLVED: that there were no objections.

iii. Planning Appeals:

None.

vi. Vehicle-Activated Sign report: a general increase of around 13% in speeding vehicles was noted.

It was RESOLVED: that the number of speeding vehicles be kept under review.

10.25.77 FINANCE

i. Schedule of Payments and Receipts 01.09.25 – 30.09.25 (Appendix D)

It was RESOLVED: that the schedule of payments and receipts be APPROVED.

ii. Schedule of Invoices presented by the Clerk (circulated prior to the meeting)

It was RESOLVED: that the schedule of invoices as presented by the Clerk be APPROVED.

10.25.78 COMMUNITY & LEISURE

i. Donation request of £20-£50 from Tendring District History Recorders (Appendix E)

It was RESOLVED. That a donation of £50 be made. Proposed Cllr Cuthbert; Seconded Cllr Bland.

ii. Purchase of new litter bin and relocation bus stop Main Road.

It was RESOLVED: that a new medium sized litter bin be purchased at a cost of £415 excluding VAT plus installation costs of £150 by Landscape Services.

iii. Purchase of additional dog waste bin and installation Bromley Road:

It was RESOLVED: that a new dog waste bin be purchased at a cost of £268 plus VAT, subject to landowner consent, with final arrangements handled by the Chairman and Clerk.

10.25.79 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.

10.25.80 DATE OF THE NEXT PARISH COUNCIL MEETING

The next Parish Council meeting was scheduled to take place on Monday 3rd November 2025 at 19:30hrs at Frating Memorial Hall.

The meeting closed at 20:45 hours.

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



Appendix B

FRATING PARISH COUNCIL

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

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AGENDA ITEM 5 – MATTERS PENDING

FINANCE

05.25.35 Future Community Projects: proposals for consideration at year end. Cllr Morris

PLANNING & ENVIRONMENT

- 04.25.149**
- i. Road Safety measures to reduce speeding. Cllr Morris
 - ii. Lufkins Farm Planning Application. Cllr Cuthbert
 - iii. New Mineral Site A69. Cllr Cuthbert

LEISURE & FACILITIES

04.25.45 Transfer of Churchyard. Cllr Bland & Cllr Potter

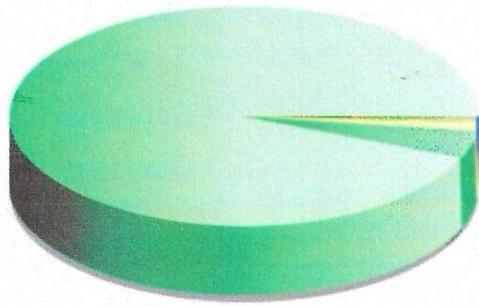
COMMUNITY

05.25.13 Thorrington Church, Frating: support and promotion. Cllr Bland

GOVERNANCE

06.25.29 S101 Monies Closed Churchyard. Cllr Cuthbert

Incoming vehicles



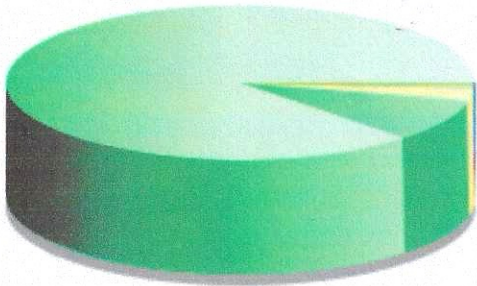
<= 40 Mph	: 72,003 - (93.87 %)
41 - 45 Mph	: 3,095 - (4.04 %)
46 - 50 Mph	: 969 - (1.26 %)
51 - 55 Mph	: 343 - (0.45 %)
56 - 60 Mph	: 146 - (0.19 %)
61 - 65 Mph	: 66 - (0.09 %)
66 - 70 Mph	: 39 - (0.05 %)
71 - 75 Mph (and more)	: 40 - (0.05 %)

Start date: Thursday, September 25, 2025 12:00 AM
End date: Wednesday, October 22, 2025 10:30 AM

Location:

Comments:

Outgoing vehicles



	<= 40 Mph : 70,711 - (87.33 %)
	41 - 45 Mph : 7,274 - (8.98 %)
	46 - 50 Mph : 2,007 - (2.48 %)
	51 - 55 Mph : 640 - (0.79 %)
	56 - 60 Mph : 175 - (0.22 %)
	61 - 65 Mph : 82 - (0.10 %)

Start date: Thursday, September 25, 2025 12:00 AM
End date: Wednesday, October 22, 2025 10:30 AM

Location:

Comments:

Grants available to strengthen communities in Essex

Funding of up to £10,000 available to voluntary organisations, community groups, residents' associations and Town and Parish Councils.

Voluntary organisations, community groups, residents' associations and Town and Parish Councils are being encouraged to apply for grant funding.

Essex County Council's Community Initiative Fund (CIF) aims to strengthen local communities and make Essex an even better place to live, work and visit.

Since it launched, the CIF has supported projects such as:

- upgrades to sports facilities
- improvements to community buildings such as new heating systems or accessible toilets
- staff costs for projects or maintenance
- IT systems or support
- cultural events and activities

Through the main CIF round, grants of up to £10,000 are available for projects designed to strengthen local communities.

[Applications to the fund](#) should be made before the closing date of Friday 28 November.

Alongside the main CIF round, micro grants of up to £1,000 are also available.

These grants could help reduce social isolation, improve wellbeing or encourage communities to connect. They could also support organisations to build and develop their capabilities and skills.

[Applications to the micro grants fund](#) will remain open until all the funds for these are allocated.

Councillor Louise McKinlay, Deputy Leader and Cabinet Member for Communities, Economic Growth and Prosperity, said: "The Community Initiative Fund continues to be a vital source of support for the incredible work happening across Essex.

"From improving local facilities in community halls to bringing people together through social events, these grants help strengthen the fabric of our communities.

"The fund is administered by the Essex Association of Local Councils (EALC) on behalf of Essex County Council.

Frating Parish Council Budget to Date & Forecast 2026/27

Budget Heading	2024/25		2025/26		2026/2027		E/M/R as at 2025/26	Comment
	Budget	Year End	Budget	YTD 31.10.25 Actual	Budget Estimate	YTD		
Income								
VAT receipts (previous year)	£	£968	£-	£818	£900	£	£-	
Precept	£15,220	£15,220	£15,774	£15,774	£16,326	£	£-	1
LCTS Grant	£	£114	£-	£114	£114	£	£-	
Bank Interest	£50	£286	£380	£115	£360	£	£-	
Grants/Donations	£	£	£-	£345	£750	£	£-	2
Misc. Income	£	£	£-	£1,254	£110	£	£-	3
S106	£	£	£-	£	£3,100	£	£-	4
Total Income	£15,270	£16,588	£16,154	£18,420	£21,660	£	£-	
Administration								
Clerk's Salary	£3,820	£3,337	£4,451	£3,127	£5,500	£	£-	5
PAYE/NI	£-	£198	£281	£569	£1,120	£	£-	
Chairman's Allow	£444	£307	£446	£238	£450	£	£-	
Insurance	£500	£496	£549	£618	£650	£	£-	6
Subscriptions	£490	£445	£652	£533	£675	£	£-	7
Training	£400	£80	£750	£793	£1,250	£	£-	8
Stationery etc.	£200	£-	£200	£65	£150	£	£-	
Website & IT	£419	£200	£450	£555	£550	£-	£-	9

¹ Proposed precept increase by 3.5% (CPI)

² New Clerk Training Bursary from EALC; grant £500 for CilCA plus bursary for other training

³ Expected credit of £1,254 from Npower; P3 income for 26/27

⁴ Transfer of Closed Churchyard

⁵ Overspend current financial year due to two Clerk's salary in April 2025 (handover). Additional hours for 26/27 expected due to training

⁶ Increase in cost due to change in policy provision (annual Clear Council Insurance)

⁷ Increase in Adobe & Microsoft subscriptions & Scribe Accounts

⁸ Clerk's CilCA Training (cost £708 + £150 registration) plus other training costs

⁹ Overspend current financial year due to Laptop Repair £115; increase in costs of Website Support for 26/27

Audit	£50	£150	£200	£165	£175	£-	£-	
Bank Charges	-	-	£	£8	£60	£-	£-	10
DM Payroll Services	£132	£66	£150	£86	£180	£-	£-	11
Expenses	£348	£103	£345	£298	£275	£-	£-	
Hall Hire	£180	£180	£180	£180	£180	£-	£-	
Election Costs	£-	£-	£500	£-	£1,500	£-	£-	
Total Admin	£6,983	£5,562	£9,154	£7,235	£12,715	£-	£-	
Running Costs								
Contract M/tenance	£1,000	£2,635	£4,750	£3,454	£3,000	£-	£-	12
Public Lighting	£1,080	£-	£-	£2,815	£2,400	£-	£-	13
Equipment	£	£137	£750	£375	£1,000	£-	£-	14
Tree Survey EMR	£270	£-	£-	£270	£-	£-	£-	
P3 Expenditure	£-	£108	£-	£10	£110	£-	£-	
Lighting M/tenance	£150	£112	£150	£135	£180	£-	£-	
Total Running Cost	£2,500	£2,992	£5,650	£7,059	£6,690	£	£-	
Grants/Donations								
S137	£1,000	£220	£250	£400	£300	£-	£-	15
Other	£100	£-	£100	£100	£-	£-	£-	16
Contingency	£	£	£	£	£	£	£	
Total Grants/Don	£1,100	£220	£350	£500	£300	£	£	
Capital Expenditure								
Legal Advice/Support	£-	£-	£-	£-	£-	£-	£4,100	
Emergency Plan	£-	£-	£-	£-	£-	£-	£1,000	
Street Furniture	£-	£-	£-	£	£	£	£650	

¹⁰ Unity Bank Charges (approximately £5 per month)

¹¹ DM Payroll Services now VAT registered

¹² Current financial year expenditure includes cost of Bus Shelter Refurbishment £1,270; estimate 26/27 includes Churchyard maintenance

¹³ SSE Costs for Street Lighting (not previously budgeted)

¹⁴ 26/27 budget increase includes provision for Clerk's new laptop

¹⁵ Donation VE Day/Cllr Gift current financial year; estimate for 26/27

¹⁶ Donation First Aid Training current financial year

Memorial Hall Refurb	£-	£-	£-	£	£	£	£1,500	¹⁷
Open Spaces	£-	£-	£-	£	£	£	£-	
Closed Churchyard	£2,000	£-	£-	£	£	£	£2,000	
Other	£-	£-	£-	£	£	£	£-	
Total Capital Exp	£2,000		£	£	£	£	£9,250	
Total Budget Income	£15,270	£16,588	£16,154	£18,420	£21,660	£	£	
Total Expenditure	£12,583	£8,774	£15,154	£14,794	£19,705	£	£9,250	
Net Income over Expenditure	£2,687	£7,814	£1,000	£3,626	£1,945	£	£	
Plus transfer from EMR	£	£	£	£	£	£	£	
Movement to/fm General Reserve	£	£	£	£	£	£	£	
Plus transfer from EMR								

¹⁷ 26/27 Contribution to refurbishment of Hall if required

Frating Parish Council
PAYMENTS & RECEIPTS LIST

23 October 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
11	Precept	07/10/2025		Current Account		Receipt - Precept	Tendring District Council	X	7,944.00		7,944.00
											7,944.00
79	Subscriptions	06/10/2025		Current Account		Payment - Subscription	TDALC	X	-20.00		-20.00
											-20.00
80	Stationery	06/10/2025		Current Account		Payment - Stationary	Frating Parish Council	X	-13.99		-13.99
											-13.99
81	Stationery	06/10/2025		Current Account		Payment - Stationary	Frating Parish Council	X	-3.99		-3.99
											-3.99
82	Training	06/10/2025		Current Account		Payment - Training		X	-50.00		-50.00
											-50.00
83	Contract Maintenance	06/10/2025		Current Account		Payment - Grass Cutting	Landscape Services	S	-125.00	-25.00	-150.00
											-150.00
84	Public Lighting	06/10/2025		Current Account		Payment - Electricity	SSE Energy Solutions	L	-57.06	-2.85	-59.91
											-59.91
85	Subscriptions	06/10/2025		Current Account		Payment - Subscription	Adobe Ltd	X	-19.97		-19.97
											-19.97
86	Website Costs	06/10/2025		Current Account		Payment - Website	VCS Websites	X	-141.50		-141.50
											-141.50
87	Chairperson's Allowance	06/10/2025		Current Account		Payment - Chairperson's Allowance	Frating Parish Council	X	-34.07		-34.07
											-34.07
88	Clerk Salary	06/10/2025		Current Account		Payment - Clerk Salary	Frating Parish Council	X	-348.35		-348.35
											-348.35
89	Expenses	06/10/2025		Current Account		Payment - Clerk Expenses	Frating Parish Council	X	-9.38		-9.38
											-9.38
90	Expenses	06/10/2025		Current Account		Payment - Expenses	Frating Parish Council	X	-10.00		-10.00
											-10.00
91	Other	20/10/2025	6/10/2025	Current Account		Payment - Donation	Tendring History Recorders	X	-50.00		-50.00
											-50.00
Total									7,060.69	-27.85	7,032.84