



FRATING PARISH COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

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Website: www.fratingparishcouncil.org.uk

Minutes of the Full Parish Council meeting held at the Memorial Hall, Main Road, Frating CO7 7DJ on Monday 06th November 2023 at 7:30pm.

Present: Cllr T. Cuthbert (Chair) Cllr P. Bland (Vice Chair) Cllr R. Mogg
Cllr T. Philp

In Attendance: Mrs J Spear (Clerk), Tendring District Councillor Lynda McWilliams, and 3 members of the public.

Minutes

11.23.108 To receive and approve any Apologies for Absence

Cllrs. V. Morris and Cllr. J. Hynes sent their apologies.

11.23.109 To receive any Declarations of Interest

None Declared at this time.

11.23.111 Minutes of the 02nd October 2023 meeting to be approved and signed

Resolved Cllr. T. Cuthbert proposed that the minutes of the 02nd October 2023 were a true record of the meeting, all were in agreement and these were signed by the Chair.

11.23.112 Public Participation session relating to items on the Agenda

A MOP wanted to discuss the play area at Tokely Road and how well used it is, and that the speed limit on Tokely Road is 40mph around the play area too and that it is dangerous with the children there. A further question was about the priority from Barrell close into Tokely Road, who has a right of way there as there are no road markings.

The Chair advised that at the time the new housing estate was built the parish council did ask for a slower speed limit and speed humps etc but they were advised that this was not needed in there, but the parish council have been trying to get these reductions in place for a long time.

The MOP also asked when the reinstatement works for the kerbs that were damaged during the new development are being done and that a survey was done of the damage and ECC took a deposit from Hills for this works and this was supposed to have taken place. The Chair advised that he was not aware of anything like this that had been reported.

11.23.113 Reports from the District and County Councils

Circulated prior to the meeting, nothing further to add, except that Cllr. L. McWilliams joined us at the closed churchyard for our meeting last week.

11.23.114 To discuss and agree to the new internal auditor for Financial Year 2023 – 24, Jan Stobart at a cost of £150



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Resolved Cllr T. Cuthbert proposed that the council appoint the new auditor for the internal audit for the coming year, all in favour.

Action Clerk

11.23.115 To discuss and agree to next steps for the closed Churchyard, and to report on the meeting with the Conservation Volunteers

There is £3227.39 of s106 money left that could be used towards this.

The chair gave an update about a meeting over at the Churchyard on Friday 03rd November 2023, with the conservation volunteers. When we arrived Tendring DC had been over and trimmed the graveyard down to a low level. Although this is under Tendring DC council jurisdiction they have not been taking care of it, so the clerk needs to contact Tendring to ask them what their programme of works is. There was a lot of dead trees leaning over, and vegetation that has been cut and just left so a lot of work is needed just in terms of clearing before anything else. The Conservation Volunteers have offered to reset the hedge but it does need to be cleared first before they can do that.

Resolved Cllr. T. Cuthbert proposed once Tendring DC advise their programme of maintenance, this can come back to the parish council for further discussion, all in favour.

Action Clerk

11.23.116 To discuss the next steps for the historical footpath Sign

Apply to Highways for a license for the location, also discuss the purchase of a better quality Map

Resolved Cllr. T. Cuthbert proposed that the council pay the required cost of £49.50 + VAT to purchase the map that is needed and then apply for the license for the sign, all in agreement.

Action Clerk

11.23.117 Planning

a) To consider the following planning applications:

[23/01446/FULHH](#)

St Margarets Great Bentley Road Frating Colchester

Proposed single storey rear extension to replace existing conservatory.

Resolved Cllr. P. Bland proposed that the council have no objection to this application as this is just replacing one type of external structure with another one.

b) Holly Farm Application Update

The council noted that we are still waiting for this to come before the committee, for the Parish Council to make representation.

c) Kingsarms Application Update

The council noted that this application has had its deadline for comments extended until December, as the applicant will be able to go back to planning with an updated Highways Plan and the council will keep an eye on it.



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11.23.118 Chairs Report

Cllr. T. Cuthbert reported that a car has had an accident down the bottom at Frating Hill, and the fences are all down, which also left behind their number plate this has been reported to Highways. There is some night work scheduled on the Alresford viaduct which may be an indicator of some movement on the plans for the work to be carried out.

The footpaths are damp but not in bad condition, there are some fingerposts down which have been reported so they should be put back up.

Cllr. T. Philp reported that at the traffic lights, they have been skipping a sequence. Cllr. T. Cuthbert advised that if there is no traffic on the Great Bentley Road or Bromley Road then the sequence will skip out those roads but it never does that on the main road.

11.23.119 Clerks Report

- Banking, the clerk advised that she tried along with Cllr. R. Mogg to set up a new account at Santandar but that they were not accepting banks that require dual signatories at this time, so this bank has been rejected. At this time the Barclays account problems have now all been resolved with full access restored to the account, but the clerk will look at other accounts in the meantime.
- VAS Signs, the time will be amended tomorrow hopefully, the clerk is meeting with the Chair tomorrow to get the laptop connected to the newly installed signs.
- Playground, the deadline for the return of tenders for the playground is November 10th, so we should hopefully have some news before December's meeting.
- Enforcement, currently we have 2 cases open with enforcement, the Taylor Wimpy Signs and the illuminated TLMT signs, these are both in progress.
- Parking Enforcement, the parking partnership advised they are still monitoring this situation but as reported there has been little change, the clerk has sent over more recent pictures to show that there is still an issue.

11.23.120 To discuss and agree to the Clerks Annual Appraisal

Resolved Cllr. T. Cuthbert and Cllr. R. Mogg carried out the appraisal with the clerk and proposed to increase the clerks pay scale from SCP 12 to band 14, all in agreement with this.

Action – Clerk

11.23.121 Finance

a) To review and receive monthly bank reconciliation figures for October. As of 17th October 2023, there was a total of £25,526.51 in both bank accounts.

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

b) To approve the purchase of a poppy wreath for Remembrance using s137.

Resolved Cllr. T. Cuthbert proposed that the council purchase the wreath, all in favour.

Action Clerk



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c) To approve new payments for November in accordance with the 2023/24 budget, payment list attached.

Resolved – Cllr. P. Bland proposed that the payments be made, seconded by Cllr. T. Philp

Action – Clerk

d) To discuss and agree the recommended precept request for 2024/25

The clerk presented the council with a preliminary budget for the coming financial year, with a proposed precept of £13,100, which is an increase on last years of £1700, based on increased costs in various budget lines.

As the budget was discussed the councillors did suggest changes to these in places. The clerks salary has been increased based on the NALC guidance and also and projected pay increases in line with service to the council, insurance costs are likely to increase if the council take over the play area management as agreed with TDC, an extra £250. The stationary budget has been reduced by £160 due to using the HP printing scheme and that this budget will come much lower under that this year. The audit budget has to be increased as we have new internal auditor who is a higher cost. There doesn't need to be a budget line in the precept for election costs this year as there are no elections, but there is a general election which the £1000 in the earmarked reserves will cover. Contract maintenance has been increased based on the number of visits that have had to take place this year and a maintain more areas, plus emptying of 2 bins rather than 1 bin, so we have gone over our budget this year and this increase will take this into consideration with a £1500 increase. The electricity contractor confirmed that there are price rises for the coming year with an increase of £178 for the year, plus a possible 2 outages. As we have come out of contract with our current electricity supplier, we have moved to a new supplier who has provided the costs for the year with an increase of £953. Decreased the S137 donations down in line with what the parish council donated last year. Cllr. R. Mogg proposed adding in £2000 into the precept for the work that is going to be required on the closed churchyard. Other than those all other budget lines have remained the same for the coming year.

The council discussed that with the discussed amendments the proposed precept amount needs to be £15,220 with an estimated income of £50 bank interest, minus the predicted expenditure of £15,268.62 leaving an excess of £1.38 for the year.

With an increase on last years precept of £3820, with a tax base of 278.9 (last years tax base this year is not available yet), this is raise of £13.70 per resident per year.

Resolved Cllr. R. Mogg proposed that the precept needs to be £15,220 for the year, seconded by Cllr. T. Cuthbert, all in favour.

Action – Clerk



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e) To review earmarked reserves for 2024/25

This years predicted income of £11,410 minus the predicted expenditure £10,957.52 which leaves an excess of £452.48 will leave a total of £20,074.67, minus current earmarked reserves, £1000 for elections costs, £1000 for the emergency plan, £500 for street furniture, (proposed historical footpath sign), £270 tree survey, £2770 (total), leaves £17,904.67 in general reserves at the end of the 2023-24 financial year.

Next years predicted income of £15,270 minus the predicted expenditure of £15,268.62, leaving an excess of £1.38 and the same earmarked reserves except an extra £270 for the tree survey, totalling £3040 will leave £17,036.05 in the general reserves for 2024 – 25.

The council discussed the earmarked reserves with the current and new projects that are coming in the next year, with the new trees taken over on the open space, an increase of £1000 for tree maintenance to be ringfenced in the reserves. The council also discussed ring fencing £2000 for litigation for the coming planning application that may need advice in regard to the bus shelter. Cllr. T. Cuthbert also proposed ring fencing a further £500 towards the maintenance of the wooden bus shelters which is going to need doing. This increases the earmarked reserves total to £6540, reducing the predicted general reserves down to £13,536.05 for 2024-25.

Resolved Cllr. T. Cuthbert proposed the council agree to the above for the earmarked reserves, of £1000 for tree maintenance, £500 for the bus shelters (under street furniture) and £2000 for litigation, seconded by Cllr. R. Mogg, all in favour.

Action Clerk

f) To note the following Receipts –

Precept and LCTS Grant totalling £5750

These were noted by the council.

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

- Budget
- Priority from Barrell Close into Tokely Road

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

The next meeting is to be held on Monday 04th December at 7:30pm

There being no further business the Chair closed the meeting at 21:06

.....signed.....Date