

**MANNINGTREE TOWN COUNCIL**

**Members of the Council are hereby summoned to attend a Meeting of the Town Council at the Masonic Lodge, South Street, Manningtree on Thursday 17th April 2025 7.30 pm for the purpose of transacting the following business**

**Members of the press and public are welcome to attend**

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| 04.25.271 | OPENING INCLUDING STATEMENT | MAYOR |
| 04.25.272 | APOLOGIES FOR ABSENCE – PLEASE NOTE ANY APOLOGIES NEED TO BE SENT TO THE MAYOR IN THE FIRST INSTANCE1. Council to receive apologies for absence
2. Council to consent to accept apologies received
 | CLERK |
| 04.25.273 | DECLARATIONS OF INTERESTS1. To receive declarations of disclosable pecuniary interests, other registerable interests, and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct –
2. Cllr Stocks & Cllr Taylor – Business Chamber
3. Cllr Dunnett – Street Keepers
4. To receive notification of gifts of hospitality exceeding £50
5. To receive requests for dispensations
 | ALL |
| 04.25.274 | MINUTES OF PREVIOUS MEETINGS1. To consider and approve the [minutes](https://www.manningtreetowncouncil.gov.uk/council-minutes) of the previous Town Council meeting held on 20th March 2025
 | MAYOR |
| 04.25.275 | STATUTORY INFORMATION1. To receive/approve nominations for the vacant posts of Councillor (2) Natalie Keep
2. To note signing of the Declaration of Acceptance of Office
 | MAYOR |
| 04.25.276 | REPORTS FOR INFORMATION - to receive written reports for information only1. County Councillor Carlo Guglielmi – Put report with papers
2. District Councillor – Carlo Guglielmi, Matthew Bensilum & Terence Barrett
 | MAYOR |
| 04.25.277 | REPORTS FROM COUNCILLORS1. Street Keepers
2. Business Chamber
3. Reports from other committees and representatives
 | CllR DUNNETTCLLR STOCKSALL |
| 04.25.278 | PUBLIC FORUM1. To receive any questions or comments from members of the public related to Manningtree in general
2. To receive any questions or comments from members of the public about items on the agenda
 | MAYOR |
| 04.25.279 | REPORT FROM ESSEX POLICE – Weekly updates (email circulated to Councillors prior to the meeting) –  | MAYOR |
| 04.25.280 | CLERK’S REPORT (PAPER 1)1. To review actions from the previous meeting
2. To receive the reports of items actioned under delegated powers
3. To receive items of correspondence for noting only or for consideration/agreement of next steps
 | CLERK |
| 04.25.281 | VE DAY PICNIC – (Paper 2)1. To receive an update of arrangements for VE Day celebrations
2. To consider/approve any proposals or next steps as appropriate
 | ALL |
| 04.25.282 | REQUEST FOR BIN OUTSIDE SHOP ON STATION ROAD – likely cost £375 excluding VAT1. Consider the purchase of a new bin
2. To consider/approve next steps as appropriate
 | ALL |
| 04.25.283 | NEW BIN DOG BIN FOR MILL LANE – likely cost £115.68 excluding VATa) Consider the purchase of a new dog binb) To consider/approve next steps as appropriate | ALL |
| 04.25.284 | DISPOSAL OF OLD CLERK’S PRINTER 1. Consideration to selling/dispose of the printer
2. To consider/approve next steps as appropriate
 | ALL |
| 04.25.285 | ASSET REGISTER HAS BEEN UPDATED (Paper 3)1. To note the updated version following the inspection of the assets carried out by Cllr Dunnett and the Clerk.
2. To consider/approve this new updated version
 | ALL |
| 04.25.286 | REQUEST FROM MANIFEST THEATRE (Paper 4) – Believed on Roses wall1. To consider the request by the Manifest Theatre to erect a new smart board at Market Cross.
2. To consider/approve next steps as appropriate.
 | ALL |
| 04.25.287 | FINANCE REPORT1. To receive a Finance report including any decisions made.
2. To approve the payments awaiting payment and including those coming forth, the accounts paid since last meeting and the receipts allocated since the last meeting (Paper 5)
3. To note and approve the balance of accounts and Bank Reconciliation as at the 31st March 2025. (Paper 6)
 | CLERK |
| 04.25.288 | PLANNING MATTERS – [View Planning Applications and Comment](https://www.tendringdc.gov.uk/content/view-planning-applications-and-comment)1. To consider and approve response to the following planning matters relating to Manningtree –

**25/00493/FUL** Planning Application - Infill of an open-roofed courtyard, replacement of existing mono-pitch metal roof to store, insertion of 1no new window and renewal of sections of modern studwork walls/new internal wall linings and extension to existing mechanical and electrical services - 42 High Street Manningtree, Essex CO11 1AJ**25/00494/LBC**Application for Listed Building Consent - Infill of an open-roofed courtyard, replacement of existing mono-pitch metal roof to store, insertion of 1no new window and renewal of sections of modern studwork walls/new internal wall linings and extension to existing mechanical and electrical services - 42 High Street Manningtree, Essex CO11 1AJ**25/00411/LBC**Application for Listed Building Consent - Swinging sign centrally above entrance door - 5 Brook Street Manningtree Essex CO11 1DJ**25/00535/LBC**Application for Listed Building Consent - Replace existing window with doors in rear extension - 23 South Street Manningtree Essex CO11 1BG**25/00555/FULHH**Application for Single storey ground-floor front extension with alterations to existing garage and carport to provide new internal staircase -12 Maltings Wharf Manningtree Essex CO11 1XF**25/00556/TCA**Trees in a Conservation Area Notification - T1 - Pine – Remove T2 - Silver Birch - reduce by up to 1m - 42B High Street Manningtree Essex CO11 1AJ**25/00344/FUL**Planning Application - Change of use of ground floor and basement from commercial to single dwelling.**25/00590/TCA**Trees in a Conservation Area Notification - Portuguese Laurel - Reduce to previous pollarding points, reduce crown, and thin. 2X Female Holly - Reduce by 1/3. Wild Cherry - Reduce to previous pruning points. Bay Tree - Reduce by 1/3. 2X male Holly - Reduce by 1/3. Wild Cherry - Reduce to previous pruning points and thin - North House The Walls Manningtree Essex**25/00576/LBC**Application for Listed Building Consent - Change of use and alterations of ground floor from a bank (Class E) to a hot food takeaway (sui generis), installation of extraction and ventilation equipment, replacement windows, bin storage, and alterations to the rear mews building to provide parking from Stour Street - 4 High Street Manningtree Essex CO11 1AF[**25/00579/FUL**](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUCS0LQB0RE00)Application for Listed Building Consent - Change of use and alterations of ground floor from a bank (Class E) to a hot food takeaway (sui generis), installation of extraction and ventilation equipment, replacement windows, bin storage, and alterations to the rear mews building to provide parking from Stour Street - 4 High Street Manningtree Essex CO11 1AF

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1. To note the following planning decisions relating to Manningtree –

**25/00214/LBC – Had been called in but refusal has been decided**Application for Listed Building Consent - Internal alterations, modification of fenestration and construction of extensions/reconfiguration to form business units. Addition of lift to facilitate disabled access.18-20 High Street Manningtree Essex CO11 1AD - **Refusal - Listed Building Consent 04.04.2025 Delegated Decision****25/00213/FUL – Had been called in but refusal has been decided**Planning Application - Modification of fenestration and extension to dwelling to provide physiotherapy facilities and installation of hoist to facilitate disabled access. Construction of extension, and conversion of existing garage to form 5no. studio/business units.18-20 High Street Manningtree Essex CO11 1AD -**Refusal - Full 04.04.2025 Delegated Decision** | MAYOR |
| 04.25.289 | TO DISCUSS THIS MONTHS “WHAT HAS YOUR COUCNIL BEING DOING THIS MONTH”  | ALL |
| 04.25.290 | TO CONSIDER WHERE THE RESOLUTIONS FROM THE CURRENT MEETING HAVE AN IMPACT ON BIODIVERSITY.  | ALL |
| 04.25.291 | DATES OF FORTHCOMING MEETINGS – all taking place at Masonic Hall at 19.301. Finance Meeting – Thursday 1st May 2025
2. Town Council Meeting – Thursday 15th May 2025
 | MAYOR |

Signed:  13th April 2025

Clerk to Manningtree Town Council