



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 16th April 2026 7.30 pm for the purpose of transacting the following business

Members of the press and public are welcome to attend

04.26.58	OPENING INCLUDING STATEMENT	MAYOR
04.26.59	APOLOGIES FOR ABSENCE – PLEASE NOTE ANY APOLOGIES NEED TO BE SENT TO THE MAYOR IN THE FIRST INSTANCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
04.26.60	DECLARATIONS OF INTERESTS a) 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 b) Cllr Stocks & Cllr Taylor – Business Chamber c) Cllr Dunnett – Street Keepers d) To receive notification of gifts of hospitality exceeding £50 e) To receive requests for dispensations	ALL
04.26.61	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Town Council meeting held on 19th March 2026	MAYOR
04.26.62	STATUTORY INFORMATION a) To receive/approve nominations for the vacant posts of Councillor (1) – Stuart Halstead b) To note signing of the Declaration of Acceptance of Office c) Council to note that, in accordance with s151 of the 1972 Act, the Town Clerk is appointed as the Council's Responsible Finance Officer as part of her contract of employment. d) To note that the Clerk, as RFO, has, on behalf of the Town council, set the dates for the period of the exercise of public rights for the year ending 31 March 2026 as Wednesday 3 June – Tuesday 14 July 2026. (The latest possible dates that comply with the statutory requirements are Wednesday 1 July – Tuesday 11 August 2026).	MAYOR
04.26.63	REPORTS FOR INFORMATION - to receive written reports for information only a) County Councillor Carlo Guglielmi – (Attached) b) District Councillor – Carlo Guglielmi, Matthew Bensilum & Terence Barrett (Attached)	MAYOR
04.26.64	REPORTS FROM COUNCILLORS a) Street Keepers b) Business Chamber c) TDALC d) Beach e) Planning f) Reports from other committees and representatives	CIIR DUNNETT CLLR STOCKS CLLR PS VACANT CLLR MT ALL
04.26.65	PUBLIC FORUM	MAYOR

	<ul style="list-style-type: none"> a) To receive any questions or comments from members of the public related to Manningtree in general b) To receive any questions or comments from members of the public about items on the agenda 	
04.26.66	REPORT FROM ESSEX POLICE – Weekly updates (email circulated to Councillors prior to the meeting) –	MAYOR
04.26.67	<p>CLERK'S REPORT (PAPER 1)</p> <ul style="list-style-type: none"> a) To review actions from the previous meeting b) To receive the reports of items actioned under delegated powers c) To receive items of correspondence for noting only or for consideration/agreement of next steps 	CLERK
04.26.68	<p>REQUESTS FOR DONATIONS/GRANTS (PAPER 2)</p> <ul style="list-style-type: none"> a) To review any applications received – To consider donating a further £100 to PACE for the Earth Festival. b) To consider/approve any proposal and consider next steps as appropriate 	
04.26.69	<p>INSURANCE QUOTE – (Paper 3) – (To follow)</p> <ul style="list-style-type: none"> a) To review insurance documents received from Ansvar b) To consider/approve any proposals or next steps as appropriate – c) To approve the payment of Insurance premiums for 26/27 	ALL
04.26.70	<p>REVIEW OF POLICIES AND PROCEDURES</p> <ul style="list-style-type: none"> a) To approve/adopt the updated Policies and Procedures, which are now available on the <i>website</i> b) To consider/approve next steps as appropriate 	ALL
04.26.71	<p>NOMINATE A NEW MEMBER FOR THE TRI-COUNCIL MEETINGS</p> <ul style="list-style-type: none"> a) To discuss a representative for Manningtree Town Council for the Tri-Council. b) To consider/approve next steps as appropriate 	ALL
04.26.72	<p>TO DISCUSS IDEAS FOR PATHWAY AT THE WILDLIFE GARDEN</p> <ul style="list-style-type: none"> a) To discuss options for a pathway at the WILDLIFE GARDEN. b) To consider/approve next steps as appropriate 	ALL
04.26.73	<p>ASSET REGISTER HAS BEEN UPDATED (Paper 4)</p> <ul style="list-style-type: none"> a) To note the updated version following the inspection of the assets carried out by the Clerk. b) To consider/approve this new updated version 	ALL
04.26.74	<p>LOCAL GOVERNMENT REORGANISATION – CONFIGURATION DECISION (Paper 5)</p> <ul style="list-style-type: none"> a) To note the contents of the paper. b) To consider/approve next steps as appropriate. 	ALL
04.26.75	<p>SOCIAL MEDIA GUIDANCE FOR COUNCILLORS AND PRE-ELECTION GUIDANCE (Paper 6)</p> <ul style="list-style-type: none"> a) To note the contents of the paper. b) To consider/approve next steps as appropriate. 	ALL
04.26.76	<p>FINANCE REPORT</p> <ul style="list-style-type: none"> a) To receive a Finance report including any decisions made. b) To note the completion of a Financial quarterly check, completed by Cllr Dunnett. 	CLERK

	<p>c) To receive and consider the budget versus actual for the year ending 31st March 2026 - (PAPER 7) – (To Follow)</p> <p>d) To consider and approve the allocation of £4,176.81 from Barclays Community Account to Barclays Business Premium account. This would bring our reserves to £20,000.</p> <p>e) To note that a VAT claim has been made for £1,362.96 and received.</p> <p>f) To note receipt of the 1st instalment of the precept of £21,000 received on the 09/04/2026.</p> <p>g) 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 8) – (To Follow)</p> <p>h) To note and approve the balance of accounts and Bank Reconciliation as at the (Paper 9) – (To Follow)</p>	
04.26.77	<p>PLANNING MATTERS – View Planning Applications and Comment</p> <p>a) To consider and approve response to the following planning matters relating to Manningtree – 26/00495/TCA – Trees in a Conservation Area Notifications - 1no. Acer - Fell. 18 College Court, Manningtree, CO11 1UG</p> <p>b) To note the following planning decisions relating to Manningtree</p>	
04.26.78	TO DISCUSS THIS MONTHS “WHAT HAS YOUR COUNCIL BEING DOING THIS MONTH” –	ALL
04.26.79	TO CONSIDER WHERE THE RESOLUTIONS FROM THE CURRENT MEETING HAVE AN IMPACT ON BIODIVERSITY	ALL
04.26.80	<p>DATES OF FORTHCOMING MEETINGS – all taking place at Masonic Hall at 19.30</p> <p>a) Finance Meeting – Thursday 7th May 2026</p> <p>b) Town Council Meeting – Thursday 21st May 2026</p>	MAYOR

Signed:



10th April 2026

Clerk to Manningtree Town Council