



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 October 2025 7.30 pm for the purpose of transacting the following business

Members of the press and public are welcome to attend

10.25.386	OPENING INCLUDING STATEMENT	MAYOR
10.25.387	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 – Cllr DUNNETT b) Council to consent to accept apologies received	CLERK
10.25.388	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 - None	ALL
10.25.389	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Town Council meeting held on 18th September 2025	MAYOR
10.25.390	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 (To Follow)	MAYOR
10.25.391	REPORTS FROM COUNCILLORS a) Street Keepers – b) Business c) TDALC d) Beach e) Planning f) Reports from other committees and representatives	CIIR LD CLLR RS CLLR PS CLLR NP CLLR MT ALL
10.25.392	PUBLIC FORUM 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 -	MAYOR

10.25.393	REPORT FROM ESSEX POLICE – Weekly updates (email circulated to Councillors before the meeting) –	MAYOR
10.25.394	CLERKS REPORT (PAPER 1) – (To Follow) 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	ALL
10.25.395	REQUESTS FOR DONATIONS/GRANTS (PAPER 2) a) To review the application from Mistley Parish Council for a donation towards Mistley Welcome Home Memorial Trust. b) To consider/approve any proposals or next steps as appropriate –	ALL
10.25.396	STATUTORY INFORMATION a) To receive/approve nominations for the vacant posts of Councillor (0) b) To note signing of the Declaration of Acceptance of Office c) To consider the following matters relating to the Proper Practices Annual Governance Statement for the year ending 31st March 2025 – (PAPER 3) d) To consider/approve next steps as appropriate -	ALL
10.25.397	REQUEST FROM MANNINGTREE MANIFEST THEATRE – (PAPER 4) (To Follow) a) To consider a request from Manningtree Manifest Theatre for permission to use Manningtree Town Council to apply for planning permission for new changing rooms. b) To consider/approve next steps as appropriate -	ALL
10.25.398	FINANCE REPORT a) To receive a Finance report including any decisions made. b) 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) (To Follow) c) To note and approve the balance of accounts and Bank Reconciliation as at the 30 th June 2025. (PAPER 6) (To Follow) d) To note the 2 nd instalment of the Town Precept – (PAPER 7) e) To note that the quarterly review of the Finances has been carried out by Cllr Dunnett on /10/2025, and there were no issues.	
10.25.399	REMEMBRANCE SUNDAY – (PAPER 8) (To Follow) a) To note the authorisation for the Road Closure on Remembrance Sunday. b) To note the Order of Service for Remembrance Sunday. c) To consider/approve next steps as appropriate.	ALL

10.25.400	PLANNING MATTERS – View Planning Applications and Comment a) To consider and approve response to the following planning matters relating to Manningtree – <u>25/01402/FUL</u> Proposal: Planning Application - Alterations and extensions to create craft/arts studio. Location: 18 High Street Manningtree Essex CO11 1AD <u>25/01418/TCA</u> Proposal: Trees in a Conservation Area Notification - T1 - Pine - Fell due to tree size of tree within the small courtyard garden. Location: 7 Brook Street Manningtree Essex CO11 1DJ b) To note the following planning decisions relating to Manningtree –	ALL
10.25.401	TO DISCUSS THIS MONTHS “WHAT HAS YOUR COUNCIL BEING DOING THIS MONTH”	ALL
10.25.402	TO CONSIDER WHERE THE RESOLUTIONS FROM THE CURRENT MEETING HAVE AN IMPACT ON BIODIVERSITY -	ALL
10.25.403	DATES OF FORTHCOMING MEETINGS – all taking place at Masonic Hall at 19.30 a) Finance Meeting – Thursday 6th November 2025 b) Town Council Meeting – Thursday 20th November 2025	MAYOR

Signed:



16^h October 2025 Clerk to Manningtree Town Council