



MANNINGTREE TOWN COUNCIL

Clerk to the Council: Mrs. J. Spear

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Minutes of the Full Town Council Meeting held in the Manningtree Methodist Church Hall on Thursday 15th July, 2021 at 7.30 p.m.

Present: Cllr. M. Taylor (Chair) Cllr. R. Stocks (Deputy Chair)
Cllr. B. Brown Cllr. L. Dunnett
Cllr. L. Lay-Flurrie

In attendance: 2 members of the Public
Mrs J Spear (Clerk)

28/21 To Receive and approve Apologies for Absence

Apologies were received from Cllr. S Barker and Cllr. A Coley and accepted by the council.

29/21 Declarations of interest

There were none.

30/21 Minutes of the Annual Full Town Council meeting held on the 24th June 2021 to be approved and signed

RESOLVED that the minutes of the Annual Full Town Council meeting held on the 24th June 2021 be approved as a correct record and signed by the Chair.

31/21 Public participation session with respect to items on the agenda and matters of mutual interest

There were two members of the public in attendance. No issues or concerns were raised.

32/21 Reports from the District and County Councils

The Council had received the monthly district report only which had been circulated to all councillors in advance of the meeting.

Full District and County reports are accessible to the public on the town council's website www.manningtreetowncouncil.org.uk.

33/21 Report from Essex Police

The Council had received the monthly police report for Manningtree, Mistley, Lawford, Little Bentley and Tendring. which had been circulated to all councillors in advance of the meeting. The two incidents that had occurred in Manningtree were discussed and noted.

34/21 Progress Report from the Clerk

The clerk had circulated the Progress Report to all Councillors ahead of the meeting. She noted the following updates:

- **79/19 e) Replacement Wildlife Sign at Riverside:** The Asset Team has been contacted by the clerk and she is awaiting their response.

- **29/20 To consider replacing the noticeboard on the High Street:** Clerk has contacted ECC to find out if we need additional planning permission to install a new noticeboard on the high street – awaiting to hear back. Clerk to complete the pre-planning application.
- **87/20 a) Quay Street Green Parking Deterrent Project:** Clerk has approached two companies for quotes (need to approach a third one). Planning application timeline has been extended by TDC.
- **87/20 Bench Replacement Manningtree Beach:** Clerk has received the invoice for the benches ready to pay once they are delivered and installed. Clerk is just awaiting Steve to return from his holiday so we can meet up to just confirm the placements of the benches.
- **175/20 d) To consider installation of a VAS sign:** The clerk has emailed Cllr. Guglielmi requesting advice on possible locations for a VAS sign plus the potential cost so we can out in a pre planning application for it.
- **15/21 a) – New Blue Bin for the Beach Area –** Clerk has advised Cllr. A. Coley that they would like to go ahead with this.
- **15/21 b) – To consider adopting street light on Wherry Street –** Cllr. L. Lay-Flurrie had advised the clerk of an insurance policy covering the light – but the clerk advised that we have to prove ownership of the street light to input a claim. The clerk has put a letter through the door asking for the home owner/resident to contact to discuss with no response. Will not contact Eon to see if the council pay the electric for the street light to try to ascertain ownership.
- **15/21 c) – To consider request for notice at the Manningtree end of The Walls asking drivers to slow down due to the presence of swans and ducks –** Clerk has emailed Cllr. Guglielmi to request this.
- **15/21 e) – ECC's Salt Bag Partnership scheme –** Rose Builders have confirmed they are happy to store the salt. Clerk has registered to take part in the scheme for this winter.
- **16/21 To consider adding Merchant sailor's name to the Manningtree War Memorial –** Clerk confirmed that the War memorial is not listed with the IWM. Have contacted Wood For Stone who have confirmed a price of £350 plus VAT and that they can get this completed before November.

35/21 Reports from other committees and representatives

It was noted that the wreath laying ceremony organised by Cllr. M. Taylor and Cllr. R. Stokes went extremely well to honour the fallen Merchant Sailor.

36/21 To consider the following planning applications

None at this time.

37/21 Highways/Environment

a) Accidents on the Zebra Crossing by Boots

RESOLVED that the Council have already requested to begin the implementation of a VAS sign, and that the pedestrian crossing doesn't necessarily need more signage but that the lines on the road are quite faded, the council will contact ECC to find out when the lines are due to be re-painted.

b) Approval of the wording to go on the Sign in the Wildlife Garden on Quay Street -

RESOLVED that the Council is happy for the wording suggested. There is now less of a rush to get the sign finished as it has been confirmed that the Frankenberg visit

scheduled for October 2021 is now to be postponed until 2022, but the 50th Anniversary dinner is still planned to be going ahead at this time.

c) Remembrance Parade -

RESOLVED – Council need to apply for the Road Closures ASAP on the 14th November between 14:30 and 15:30 on the High Street. Cllr. M. Taylor out forward the idea of instead of a parade to have people able to gather in smaller groups for a celebration of life. Also to make the day as accessible to people from all faiths as possible to be more inclusive of the Manningtree community. RBL to be contacted aswell as the Merchant Navy Association. Cllr. M. Taylor and Cllr. R. Stocks will take the lead with support from the clerk.

d) Planning Application for the new name on the War Memorial needed –

RESOLVED – Pictures of the War Memorial as it is currently need to be taken. A work plan needs to be established with a well known company tasked to undertake the work (Wood for Stone have been approached and a timeline has been out in place) – need to contact the conservation office to check if planning permission is needed to put the new name on there. Notify the community of the work that is planned – via FB, our website and Intouch magazine along with the local Newspaper. Need to notify the IWM so they can update their records. Verbal permission has been given to move “Hartgrove. R” across on the memorial if needed.

e) Pedestrianisation of South Street proposal –

RESOLVED – It was agreed that the idea of a pedestrian only zone from the High Street (Market Cross area) up to Stour Street may be of a great benefit to Manningtree. With the objective to be able to socialise outside of premises helping to increase tourism. Needs to not be everyday but rather specific days of the week with maybe time constraints. Clerk to contact ECC to find out how this could be implemented.

38/21 Photos supplied from Manningtree Museum and the photo for the new coastal sign -

RESOLVED – Cllr M. Taylor to write a Thankyou to both the museum and the photographer of the second picture used to be added to the website and the facebook page.

39/21 Award Ceremony Community Engagement award -

RESOLVED that Cllr. B. Brown will contact the winner of the Extra Ordinary Award to check for their availability of Sundays in August for a potential ceremony. Once we have those dates we can begin arrange.

40/21 Change of Venue for the meeting -

Concerns raised over the parking availability and also if meetings can take place in a venue that has a licensed bar, **RESOLVED** that the Cllr.’s Stocks and Taylor will visit the Masonic Hall in September once it has re-opened after refurbishment to view the venue. Clerk will look into the rules regarding Town Council Meetings.

41/21 New Clerk Role

a)Recycle old Laptop to a local recycling scheme –

RESOLVED that the clerk will donate to the local Tendring Primary Recycling scheme which recycles electricals and raises funds for the primary school

b)Printer –

Manningtree Town Council Printer that was being stored but not used as it was faulty and had been replaced as a joint venture with Bradfield Parish Council so was no longer

used, **RESOLVED** – to be recycled with the laptop into the same scheme. In regards to use of a new printer, the council has agreed to go with the HP Instant Ink scheme whereby you pay a monthly cost which covers the use of your printing and you only pay for the ink you use, which comes in recycled cartridges which you post back to be re-filled. Saving the council the cost of a new printer (£6 a month for the plan) plus ink and is more environmentally friendly. Look to re-coup some of the cost of the printer that was paid for jointly with Bradfield Parish Council.

c) Mobile Phone –

Manningtree Town Council own a mobile phone which is used to help contact the clerk, however instead of having two phones to charge (one personal and one work) it was **RESOLVED** that the clerk could install an app which is paid for monthly at a cost of £4.99, which provides a landline number and is interchangeable between users. More environmentally friendly and costs less than a sim only plan.

d) Signing and Confirmation of New Contract for the Clerk

RESOLVED – signed by Cllr. M. Taylor and Mrs Jennifer Spear (clerk)

42/21 Finance

a) To approve the monthly finance report and approve monthly bank reconciliation figures

The clerk noted that as at the 29th June there was £4231.58 in the current account and £19,548.72 in the savings account. The bank reconciliation was approved.

b) To approve new payments in accordance with the 2021/22 budget

RESOLVED that the following payments be approved:

Payee:	Net £	VAT£	Gross £
Environmental Design (monthly maintenance)	52.00	10.40	62.40
Rose Builders	1200.00	240.00	1440.00
Cpt. Hartgrove Memorial Wreath	65.20	0.00	65.20
Barclaycard (Office 365)	4.56	0.00	4.56
J Spear	876.96	0.00	876.96
LDjuve-wood	390.00	0	390.00
Webfactory (monthly web hosting)	14.99	3.00	17.99
Plusnet (to be paid to Line)	5.33	1.06	6.39
Eon	417.20	0.00	417.20
Total:	2603.71	253.40	2857.11

c) Age Concern Request for a Donation –

RESOLVED – Agreed to donate £50 towards their vital work.

43/21 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change

The decision not to purchase a new printer and enter into a more environmentally friendly scheme. Also recycling the old laptop and printer, plus just adding an app to a phone already in use rather than having to charge two of them.

44/21 Items from councillors to be added to the next agenda

None at this time.

45/21 To note date and time of the next meeting

The next meeting is scheduled for Thursday 16th September at 7:30, venue to be confirmed.

There being no further business the Mayor closed the meeting at 8:32 p.m.

Signed.....

Dated.....