



# MANNINGTREE TOWN COUNCIL

*Clerk to the Council: Mrs. Jennifer Spear*

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## **Minutes of the Full Town Council Meeting held in the Manningtree Methodist Church Hall on Thursday 18<sup>th</sup> November at 7:30pm**

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

**In attendance:** Mrs J Spear (Clerk) and 2 members of the public.

### **10.21.89 To receive and approve any Apologies for Absence**

The council received apologies from Cllr Dunnet, Cllr Coley and PCSO Pat Smith, all were accepted.

### **10.21.90 To receive any Declarations of Interest**

None Received.

### **10.21.91 Minutes of the 21<sup>st</sup> October 2021 meeting to be approved and signed.**

All approved and agreed, signed by Cllr Stocks.

### **10.21.92 Public Announcements**

Manningtree Christmas Market is to take place on 27<sup>th</sup> November. The Council have a table at the market and there will be a council presence.

### **10.21.93 Public participation session with respect to items on the agenda and matters of mutual interest**

The two members of the public raised objections regarding planning application 21/01270/FUL (which is on the agenda under 10.21.98).

**Resolved – The council unanimously object to the application and the clerk will be putting the objection on the application.**

Another issue was raised to do with a section of road in St Michaels Court that has sunk on a slope that is damaging cars.

**Resolved – the member of the public will email the clerk with the exact details so it can be reported to highways.**

### **10.21.94 Reports from the District and County Councils – circulated prior to the meeting.**

It was noted about the rising cases of Covid countrywide and in our area in particular.

### 10.21.95 Report from Essex Police

Circulated prior to the meeting – no comments from the council

### 10.21.96 Progress report from the Clerk

**a) 79/19e** – The coastal board has been installed! Clerk has forwarded pictures to the council in case they couldn't get there.

**b) 29/20** – Replacement noticeboard for the high street. The clerk has also had to submit a heritage statement to add to the planning application.

**c) 87/20a** – Quay Street Green Parking deterrent project – the oak posts are on order and once they arrive, they will be installed.

**d) 87/20/b** – Bench replacement Manningtree beach – as of 17<sup>th</sup> November the benches were being assembled so delivery should be on track for the end of November.

**e) 16/21** – The war memorial has all been engraved and cleaned.

**f) 15/21/b** – Wherry Street Lamppost – The ownership of the lamppost has been ascertained as Tendring District Council, this has now been chased up by Cllr Guglielmi, the clerk has been in contact with the home owners on the corner also to keep them up to date with any progress.

**g) 15/21/c** – Clerk to chase the local highways panel request scheme for the installation of a warning triangle for the birds at the end of the Manningtree walls.

**h) 53/21/d** – Beach Toy Library – Supplier has asked to install in January.

### 10.21.97 Reports from other committees and representatives

Neighbourhood watch report and the report from the Frankenberg Association meeting in November circulated prior to the meeting.

### 10.21.98 To consider the following planning applications:

Week Ending:	Application No.	Applicant	Proposal	Location
22/10/2021	<a href="#">21/01689/LBC</a>	Mrs Samantha Luxford-Navistitch	Proposed repainting of shop name	28 High Street CO11 1AJ
01/11/2021	-	None Received		
08/11/2021	-	None Received		
15/07/2021	21/01270/FUL	Mr Andy Harwood	Restrospective for the cooling unit	Tesco

### [21/01689/LBC](#) -

The council have no objection / comment to the application.

As per 10.21.93 – the council object to the retrospective planning application for 21/01270/FUL.

### 10.21.99 Planning Decisions

Week Ending:	Application No.	Applicant	Proposal	Location
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22/10/2021		No Determinations		
01/11/2021	-	No Determinations		
08/11/2021	<a href="#">21/01708/TCA - Full Approval</a>	Mr Paul Campion	1. No silver birch - reduce by 30%, 1 elderberry- fell, 1 no fruit tree - prune & reduce & shape shrubs	Brantham House , High Street, Manningtree Essex CO11 1AJ
12/11/2021	<a href="#">21/01595/FULHH</a> – Full approval	Rowena Nelson	First floor extension to rear	18 Brook street CO11 1DR
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#### 10.21.100 Highways/Environment

- a) **The Market Place Pond and surrounding area** – Cllr Coley confirmed that the pond remains under the jurisdiction of Tendring District Council, they conducted an inspection of the pond and liner and stated that it is still watertight. They also confirmed that they have not put fish in the pond, but that these are added by other people. It was agreed by TDC that they would look into the replanting of the beds around the housing block adjacent to the pond and around the pond itself. Manningtree Town Council are responsible for the removal of moss and weeds.
- b) **Cost of new bench outside boots** – agreed a cost of approx. £500 for a new bench. It must have a back and arm rests on the sides to make sure the bench is suitable for people who may need help standing.  
**Resolved – Clerk will source the bench**
- c) **To discuss which areas are in need of Environmental Design (ED) to look after** – ED cover Quay street, Stour Street, North Street, the bottom of Brook Street and the High Street. At the moment it is working that the street keepers advise ED which streets they have covered each week and ED will work around that.  
**Resolved – clerk needs to put a table together of the areas covered so that its easier to keep track of.**
- d) **Cigarette Butt bins cost** – clerk advised the rough cost of the bins is about £50.  
**Resolved – Cllr Stocks will approach the main businesses where the cigarette butt litter is occurring and discuss with them what as town we can do about it. Also Cllr Stocks will raise it at the business chamber meeting this month,**

#### 10.21.101 Nominees for the community engagement award

Nominations received for Rebecca Bibko for leading the Plastic free Manningtree, Mistley and Lawford Campaign, Acorn Village for recognition of all the community work they undertake and the East of England Co operative Society for their support of local

businesses and community events.

**Resolved – Rebecca Bibko was the successful Nominee and the clerk will notify her of this and arrange the award ceremony for January.**

**10.21.102 To discuss adding a ‘Queries answered by your council this month’ to help with community engagement.** Each month the council will deal with enquiries/questions and community issues, which unless you contact the council directly members of the community may not be aware of.

**Resolved – Clerk will create and update this each month to be uploaded onto the website, Facebook page and put in Intouch Magazine.**

**10.21.103 Remembrance planting Lady Ann Hoskyns –** A member of the public has made a request to see if a remembrance plant could be planted in honour of Lady Ann Hoskyns who was a local labour party member and a former Mayor of Manningtree. A site has already been suggested with the help and advice from the street keepers.

**Resolved – Council all in favour of supporting this project. Clerk will contact Tendring District Council to ask if this area can be planted in.**

**10.21.104 To discuss members safety about information available online (Email/Address/Phone Number)** after the recent tragic events, the availability of members personal information online is being reviewed.

**Resolved – Clerk will action which members of the council would like information removed.**

**10.21.105 To discuss the cost of cleaning and engraving the mayoral chain, and the deputy chain.** The approx. cost of cleaning the chain is £5 per section and to engrave is £5 per name.

**Cleaning – Resolved –** The council unanimously agreed to pay for the cost of cleaning the chain.

**Engraving – Resolved –** The council voted against engraving the for Mayors names on the Mayoral chain.

**10.21.106 Dementia Friendly Town Council –** discussed the actions needed to become a dementia friendly town council after attending the Dementia friends awareness session (which all the councillors have already attended).

**Resolved – All councillors will review the actions required and feedback to Cllr Taylor so we can move the project forward.**

#### **10.21.107 Finance**

- a) **To receive the monthly finance report and approve monthly bank reconciliation figures from October.**

As at 29<sup>th</sup> October 2021 there was £13805.29 in the current account and £15,349.20 in the savings account.

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

18/11/2021	OP	Environmental Design	£ 96.00	£ 19.20	£ 115.20
18/11/2021	OP	RBL	£ 25.00	£ -	£ 25.00
18/11/2021	OP	EALC	£ 70.00	£ 14.00	£ 84.00
18/11/2021	OP	Manningtree Meth Church	£ 30.00	£ -	£ 30.00
19/11/2021	SO	Information Commisioners Office	£ 40.00	£ -	£ 40.00
25/11/2021	OP	Jennifer Spear	£ 915.93	£ -	£ 915.93
25/11/2021	SO	Webfactory	£ 14.99	£ 3.00	£ 17.99
30/11/2021	SO	Crown Estate	£ 94.09	£ -	£ 94.09
18/11/2021	OP	Craft Nurseries	£ 960.00	£ 192.00	£ 1,152.00
15/11/2021	SO	office365	£ 3.80	£ 0.76	£ 4.56
18/11/2021	OP	Wood for Stone	£ 350.00	£ 70.00	£ 420.00
			<b>£ 2,599.81</b>	<b>£ 298.96</b>	<b>£ 2,898.77</b>

All in favour of the payments.

**Resolved** – Clerk will process the payments.

**c) To discuss a donation for Essex & Herts Air Ambulance**

It was proposed to make a £100 donation.

**Resolved** – All in favour, clerk will arrange the payment.

**d) To discuss going onto a fixed rate tariff with Eon due to the price rise.**

**Resolved** – Council agreed to stay on a variable rate so as not to be locked into a higher price if the rates fall.

**e) To amend the finance meeting date**

**Resolved** – To be held on Wednesday 8<sup>th</sup> December at 7:00pm at the Methodist Church, clerk will book.

**f) Cllr Guglielmi has £500 for each parish contact him if we have a project – to discuss which project we could apply for.**

We have the ongoing Quay Street parking project, and as this is a matter of urgency to make sure the project is complete by the end of the year this is the one the furthest along.

**Resolved** – Council all in favour of this project. Clerk will contact Carlo to apply for the fund.

**10.21.108** To discuss authorising delegated authority to the clerk in the event of having

to hold meetings via zoom.

**Resolved – Council all in favour of delegating authority to the clerk in case this happens due to the rising covid risks until 30<sup>th</sup> April 2022.**

**10.21.109 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

- Cigarette Butt litter campaign.
- Community Engagement Award winner is the lead for 'Plastic Free Manningtree'
- New plants for the remembrance for Lady Ann Hoskyns.

**10.21.110 Items from councillors to be added to the next agenda**

None

**10.21.111 To book dates for next years meetings.**

**Resolved -** 20<sup>th</sup> January 2022  
17<sup>th</sup> February 2022  
17<sup>th</sup> March 2022  
21<sup>st</sup> April 2022  
19<sup>th</sup> May 2022  
16<sup>th</sup> June 2022  
21<sup>st</sup> July 2022  
15<sup>th</sup> September 2022  
20<sup>th</sup> October 2022  
17<sup>th</sup> November 2022  
8<sup>th</sup> December 2022

**10.21.112 To note date and time of the next meeting**

**Resolved – 9<sup>th</sup> December 2022 at 7:30 at the Methodist Church.**

**10.21.113 *This section of the meeting is closed to the public (Public Bodies (Admissions to Meetings) Act 1960, s 1 (1))***

**To discuss the Queens Jubilee Working Party.**

**Resolved – The Council all agreed to withdraw from the working party, but will still provide a financial contribution (still to be discussed). The clerk will contact Mistley and Lawford Parish Councils.**

**10.21.114 Meeting Closed at 09:45pm**

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