



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 21st October 2021 at 7:30pm

In attendance: Cllr. R. Stocks (Deputy Chair), Cllr. B. Brown, Cllr. L. Dunnet, Cllr. L. Lay-Flurrie, Cllr. S Barker

Also: Mrs J Spear (Clerk) and 2 members of the public.

10.21.66 To receive and approve any Apologies for Absence

Cllr Taylor and Cllr Coley sent apologies and these were accepted by the council. As Cllr Taylor was unable to attend the meeting, Cllr Stocks (Deputy Chair) chaired the meeting in her place.

10.21.67 To receive any Declarations of Interest

None received.

10.21.68 A minutes silence to be held in respect of Sir David Amess.

10.21.69 Minutes of the 16th September 2021 meeting to be approved and signed.

Circulated prior to the meeting, all in favour and were duly signed.

10.21.70 Public participation session with respect to items on the agenda and matters of mutual interest

None raised

10.21.71 To discuss with Environmental Design the street weeding project and an update with regards to the glysohate.

Jon from Environmental Design (ED) was in attendance along with an employee who carries out our contracted work. He advised that they stopped spraying glysohate in the town centre a year ago as requested by the council but that lots of the weeds have grown larger and more prevalent. He is more than happy to continue with not spraying but it will be a lot more of a labour-intensive job and therefore cost more money to carry it on. Cllr Barker advised that the street keepers are also weeding lots of the areas in the town. Going forward it has been decided that Cllr Barker will communicate directly with ED the exact areas covered by both parties.

Resolved: The clerk will provide both Cllr Barker and ED with a map of the town centre and the streets to be weeded so there is not cross over and also provide each other with the details of both parties. Clerk will also put together a spreadsheet to keep track of the areas.

Jon requested that No Mow May not be carried out this year due to the detriment of the insect life that was impacted once the grass was cut after May. Suggested to keep just a specific patch of grass as a wildlife area permanently.

Resolved: All the council were in favour of this.

Cllr Lay-Flurrie asked whose responsibility College courts maintenance is as it hasn't been done, she was advised that this is down to TDC.

Cllr Coley advised that he has secured agreement from TDC that they will no longer spray the Brook Street Car Park and area around the public toilet and this responsibility has been transferred to Manningtree Town Council and their Volunteers for a trial period of 2 years. He also advised that outside Bendalls Court the spraying was carried out a month ago but the next spraying is not until spring when the contract will be under review. Cllr Guglielmi and Cllr Coley will keep us informed of when this happens.

10.21.72 Reports from the District and County Councils – circulated prior to the meeting.

10.21.73 Report from Essex Police – circulated prior to the meeting

10.21.74 Progress report from the Clerk

a) 29/20 – to consider replacing noticeboard on the Street – Clerk has applied for the required planning permission.

b) 48/20 – Dementia Friendly Town Council – Cllr Taylor has heard back from the Dementia awareness charity and will update us at the next meeting.

c) 87/20/a – Quay Street Parking Deterrent project – Reduced the number of oak posts needed from 1 at every metre interval to 1 at 1.5 metres instead which has reduced the cost down to £2784. Job is booked with contractor – clerk will chase for a rough start date.

d) 87/20b – Replacement Benches and bin by the beach. Glasden should be receiving in the arm rests at the beginning of November, there is then a 3 week backlog to get the benches to us but these should then arrive by the end of November for them to be fitted.

e) Manningtree Green Spaces Project: Frakenberg proposal – Clerk advised that this was about possibly joining with Manningtree High School to help create a green space at the school which could be twinned in Frankenberg. Cllr Brown advised that he had trouble getting the secondary school on board which is why this idea did not progress.

f) 16/21 War Memorial Inscription – Cllr Lay-Flurrie advised that her family did not want their family inscription changed. Clerk has been in contact with Wood for Stone who have said that they are still trying to make sure that the addition of the new name is completed before the Remembrance Service. Clerk will speak to Wood for Stone again next week.

g) 15/21/c – Installation of warning triangle for the ducks/swans at the wall – Clerk has submitted a Local Highway Panel Scheme Request (LHPSR) to ECC with the support of Cllr Guglielmi – The council has requested that the clerk chase this up.

10.21.75 Reports from other committees and representatives

Cllr Dunnet attended the TDLAC monthly meeting, and sent across a report that was circulated prior to the meeting. The main points being:

- The TDLAC recognised the huge efforts of volunteers throughout the pandemic.
- Essex has the second highest suicide rate amongst council workers in the country. The Zero suicide Alliance has launched a training initiative which Cllr Dunnet has completed and it may help you to start a conversation to help save a life. She highly recommends it and as a council we all should complete it.
- New Speed management strategy launched and although there is no funding left for this year, this could be something that we could apply for, for our speeding initiatives for next year.
- Devolution of powers down to parish and town councils, although the council had previously opted not to take part in the pilot scheme, this is something that has been talked about again as something that is coming. Arlesford Council near us has been taking part in the pilot and the council would like to see if he could maybe come and talk to the council at one of our meetings to share his experience of it. – clerk will contact Arlesford Parish Council to see if this could be arranged.

10.21.76 To consider the following planning applications:

Week Ending:	Application No.	Applicant	Proposal	Location
17/09/2021		None Received		
24/09/2021	21/01620/TCA	Mr Colin Daines	1. No Maple - pollard back to previous point	Red House, 74 South Street, CO11 1DT
01/10/2021	21/01595/FULHH	Rowena Nelson	Proposed first floor extension to rear	18 Brook Steet, CO11 1DR
08/10/2021	21/01708/TCA	G & K Tree Services	1 No. Silver Birch - reduce by 30%, 1 No. Elderberry Fell, 1 No. fruit tree prune, reduce and shape shrubs	Brantham House High Street CO11 1AJ
15/10/2021		None Received		

The Council have no comment on these applications.

10.21.77 Planning Decisions

Week Ending:	Application No.	Applicant	Proposal	Location
17/09/2021		No Determinations		
24/09/2021	-	No Determinations		

01/10/2021	21/01180/LBC	Steve Tattum Approved	Change of use of a listed building from C3 residential to Class E (commercial Business & Service)	18 South Street CO11 1BB
08/10/2021		No Determinations		
15/10/2021	21/01454/LBC	Mr Daniel Edwards - Patrick & Menzie's Opticians	Decorate exterior front elevation of property, installation of new hand painted signage to reflect new business owner	30 High Street CO11 1AJ

10.21.78 Highways/Environment

a) VAS Sign Price – Evolis Radar Speed Sign price £1969 plus VAT for a solar powered sign which includes 2 batteries, 1 solar panel fixings, radar mounting bar. Delivery is also included but the council would need to purchase the jubilee clips to mount the radar mounting bar and also a padlock to lock the speed sign in place once its attached. This panel can be prograded with the speed and sign that we want and also you can download stats to show how well the speed sign is working. This is a significantly lower price then previously.

Resolved: Need to decide where potential sites are for the sign to go and then ask Cllr Guiglielmi to start a survey to check a sign could potentially be placed.

b) Signpost down by the walls – arm facing the wrong way.

Resolved: Clerk will have a closer look it may be that the bunting on there just needs to removed and then the arm can be swung back around.

c) Really worn away bench down by Boots – the council has to replace this bench. The clerk provided examples and prices of different benches. The council would like to replace the current one with one that is made from recycled plastic and also has handles to make standing up from the bench easier. Similar in style to the backless ones further along the road.

Resolved: Clerk will source prices for these types of benches.

d) Cigarette Butt Litter

Resolved: Clerk will source prices for the small cigarette Butt Bins that can be attached to poles/ lampposts etc as a stating point.

e) The road underneath the railway Bridge - Although not strictly in the Manningtree Town parish this is a hazard for tourists who may not know the area and also other motorists/ motorcyclists when its filled up with water as the depth can be deceiving we should report it or chase up when any works will be completed.

Resolved - The clerk will check with Cllr Guglielmi.

f) To Discuss the possibility of a community garden – As Cllr Barker has been

carrying out the street weeding she has been approached a couple of times and asked about the possibility of a community garden. The council discussed a couple of options for a possible placement and agreed it would be a nice idea.

Resolved – Cllr Barker will have a look at potential sites and these can be discussed at the next meeting.

10.21.79 To discuss the cleaning of the mayoral chain and engraving of previous mayors' names to be added.

Cllr Lay-Flurrie advised that when the chain was bought and designed it was with the purpose of having the previous mayors names engraved on the deputy mayors chain and leaving the mayoral chain blank. At the moment the council agreed that it would be a good idea to get it cleaned at the least.

Resolved: Clerk will source prices for a professional clean and also how much it would be to have names engraved as a starting point.

10.21.80 To finalise the details for Remembrance Sunday 14th November 2021

Clerk advised that the Masonic Lodge Function room will be open from 2:15pm, teas and coffees have been provided for free by them aswell. The service begins at 3:30pm with afterwards taking place at the Masonic Lodge Function room. The clerk has ordered the new lanyards and ID cards and they have been dispatched today.

Invitations have been sent out to local cub and scout groups, plus the air and sea cadets, newsquest, Masons, Veterans association, district and county Cllrs, the headteachers of local schools, Cpt Geoff Hartgrove, Street Keepers, the 3 local vicars plus local business owners, the rotary club and the local business chamber. All of the Manningtree Town Cllrs are expected to attend.

Resolved – A meeting is scheduled on November 1st between the three local vicars, the Mayor and Deputy Mayor.

10.21.81 To discuss a possible move to the masonic lodge for future council meetings

The decision was made to move this agenda item to the next meeting as not all the cllrs were in attendance tonight.

10.21.82 To discuss Queens Platinum Jubilee Joint celebration

Cllr Taylor and the clerk attended the first meeting with the other 2 parishes on Monday 18th October. The celebration will be held on 4th June on the welcome home field. A meeting is scheduled for 31st October at 10am at the welcome home field to help decide on the placements of things. Need to look into security needed and the cost, portaloos and the cost. Possible business sponsorship and really looking at getting as many local businesses involved as possible.

A further meeting has been scheduled on 7th December at 7:30 at the Red Lion, required is the contribution that the councils are willing to make towards the celebration which will be a free event for local people to attend. Cllr Brown is going to take the clerks place on the project.

Resolved- Clerk will advise Charlotte Howell of Cllr Browns involvement and will make sure Cllr Taylor and Cllr Brown are added into the Whatsapp group.

10.21.83 To discuss the new nomination form for future nominees of the Community Engagement Award.

Resolved – All in agreement that the new form will work well

10.21.84 To discuss times and details for the Christmas Fair November 27th

Start time is at 11:00 and Cllr Taylor is booked to make an opening speech. The council has requested to see if the council can have a table at the fair – to help with local people recognising local councillors and learning what Manningtree Town Council do. Also will be on hand to help litter pick at the end. Cllr Barker and Cllr Dunnet with help from Cllr Brown happy to help man the table.

Resolved – Clerk will approach the business chamber and ask how the council could have a small table.

10.21.85 Finance

a) To receive the monthly finance report and approve monthly bank reconciliation figures from September.

As of 29th September it was noted that there is £15349.20 in the savings account and £4276.40 in the current account, total £ 19562.43

b) Update - £40 received from Bradfield Parish Council from the shared printer cost.

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

<u>Date</u>	<u>Payment</u>	<u>Payee</u>	<u>Net £</u>	<u>VAT£</u>	<u>Gross £</u>	<u>Description</u>
21/10/2021	OP	Environmental Design	£96.00	£19.20	£115.20	Maintenance/Watering Sept
21/10/2021	OP	Red Lion	£60.00	£0.00	£60.00	Room Hire - Award Ceremony
21/10/2021	DD	Mccafee Virus Sub Annual Payment	£89.99	£0.00	£89.99	Annual virus protection laptop
21/10/2021	OP	De'aths Bakery	£30.00	£0.00	£30.00	Cakes for the award Ceremony
21/10/2021	OP	EALC	£70.00	£14.00	£84.00	New Clerk Course - Jennifer Spear
21/10/2021	OP	EALC	£70.00	£14.00	£84.00	Intro to planning - Jennifer Spear
21/10/2021	OP	EALC	£90.00	£18.00	£108.00	New Chairman Course Day 1 - Cllr Taylor
21/10/2021	OP	EALC	£90.00	£18.00	£108.00	New Chairman Course Day 2 - Cllr Taylor
21/10/2021	OP	EALC	£90.00	£18.00	£108.00	New Chairman Course Day 3 Cllr Taylor

21/10/2021	OP	EALC	£105.00	£21.00	£126.00	Climate Crises Course - Cllr Barker
21/10/2021	OP	Eon	£421.25	£21.06	£442.31	Electricity Street Lights
21/10/2021	CC	Weprintlanyards.com	£70.00	£14.00	£84.00	ID Cards, Lanyards & holders
15/10/2021	CC	SLCC	£173.50	£1.40	£174.90	Clerk Guide books and Manuals
21/10/2021	CC	Office 365	£4.56	£0.00	£4.56	Website Hosting
25/09/2020	OP	Jennifer Spear	£896.52	£0.00	£896.52	Clerk Salary, Allowance & Expenses
25/09/2020	SO	Webfactory	£14.99	£3.00	£17.99	Website Hosting
			£2,371.81	£161.66	£2,533.47	

All in Favour of the payments

Resolved: Clerk will process payments

d) To discuss the donation for the Royal British Legion for the wreath

Proposed to make a £25 donation for the poppy wreath this year.

Resolved: Clerk will arrange the payment and add to next months payment list.

e) To arrange a date for the Finance Meeting for November

Resolved: Agreed to hold the finance meeting on 25th November at 7:30 at the Methodist Church clerk will book.

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

As advised from ED they have installed a solar panel on their van which is used to pump out water to water the plants. As of the 1st January 2022 all their mowers will be changed to battery power (rechargeable) with their strimmer's following afterwards. The idea of a community garden will help if we go ahead with it.

Beginning a cigarette butt campaign to reduce this kind of littering should help.

10.21.87 Items from councillors to be added to the next agenda

Dementia Friendly Town Council
Community Garden

10.21.88 To note date and time of the next meeting

19th November 2021 at 7:30

Meeting Closed at 9:25