



MANNINGTREE TOWN COUNCIL

Clerk to the Council: Mrs. Jennifer Spear

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Minutes of the Full Town Council Meeting held in the Function Room at the Mistley Masonic Hall on South Steet CO11 1BG on Thursday 21st April 2022 at 7:30 p.m.

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

In attendance: Mrs J Spear (Clerk)

04.22.1 To receive and approve any Apologies for Absence

Cllr Dunnet and Cllr Barker have both sent apologies due to personal reasons, these were accepted by the council. Cllr Coley also sent his apologies which were accepted by the council.

04.22.2 To receive any Declarations of Interest

Cllr Baldwin raised an interest in item 04.22.10 planning application [22/00445/LUPROP](#)

04.22.3 Minutes of the 17th March 2022 meeting to be approved and signed.

Resolved that the minutes of the Town Council Meeting held on the 17th March 2022 are to be approved as a correct record and signed by the chair.

04.22.4 Public Announcements

Surfers Against Sewage Protest April 23rd – beginning at 12:00 at the Cattawades and walking to the beach for approx. 13:00 where there will be speeches and activities.

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

There were no members of the public present.

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

The Cllrs did not have any comment on these reports at this time. Both of these reports are available to read separately on the Manningtree Town Council Website.

04.22.7 Report from Essex Police

It was noted that there was one serious incident but it did not take place in Manningtree but rather in Mistley.

04.22.8 Progress report from the Clerk

a) Beach Toy Library The clerk has been and checked for anything broken and has removed them (2 spades) but its still looking good and is being well used.

b) Another street light has had to be replaced on Colchester Road (this is the first one this year) the council have budgeted for 2 in their yearly budget and 2 went in March so that was from last years budget so just to make the council aware of this.

c) Bench Outside Boots the new bench outside boots has been installed but it was a bit wobbly- the clerk has reported to Environmental design who installed it and they are going back to tighten it next week – the clerk will check.

d) TDC have not come back and advised where/ if the council can place stickers on the bins advising people that dog waste can be placed inside normal bins (as long as it is wrapped) – the clerk will chase. The clerk did give out the chalk paint that the council resolved to purchase to see if that helps raise awareness of the issue in the town centre. Clerk is going to print some templates for spraying onto the ground to advise people to “bag it and bin it”.

e) The noticeboard is now up!

f) Cllr Coley advised that the trees at the market place are not going to be replaced but the one that is slightly leaning over will be staked to secure it.

04.22.9 Reports from other committees and representatives

Cllr Stocks attended the dementia café, unfortunately there was no dementia sufferers present – Cllr Stocks and Taylor are resolved to go to the next meeting the clerk will double check when that is to be held.

Cllr Stocks attended the business chamber meeting and advised that the owner of the Estuary Wine bar is going to be opening a new shop in the old Natwest building.

04.22.10 To consider the following planning applications:

[22/00453/FUL](#)

[22/00452/LBC](#)

The Crown, 51 High Street, Manningtree, Essex CO11 1AH

Proposed provision of tented structure over existing patio to provide covered external area for patrons. *There are 2 planning applications with 2 different numbers as shown above for the same description application.*

[22/00536/LBC](#)

The Crown, 51 High Street, Manningtree, Essex CO11 1AH

Proposed internal alterations to create 4 No. letting rooms ancillary to pub.

[22/00418/FUL](#)

The Crown, 51 High Street, Manningtree, Essex CO11 1AH

Proposed change of use of outbuilding from 2 existing flats (used ancillary to the pub) to create 4 no. letting rooms ancillary to pub.

[22/00437/FUL](#)

The Crown, 51 High Street, Manningtree, Essex CO11 1AH

External alterations to existing patio area and car park area to create improved pub garden.

[22/00438/LBC](#)

The Crown, 51 High Street, Manningtree, Essex CO11 1AH

External alterations to existing patio area and car park area to create improved pub garden.

Cllrs Taylor and Stocks met with Cllr Coley at the site of all of the above planning applications, to make sure the council could make a full decision.

Resolved – the council agreed that the planning applications were in keeping with the town and would only serve to enhance the use of the premises. The addition of the apartments to be rented would only be a boost to tourism. The extension into the car park doesn't actually take away any of the already used spaces as at the moment you can only park 4 cars in there comfortably and you will still have 4 parking spaces afterwards. The council are in agreement with application as long as the pub agree to stop food service between 8 and 9pm as they currently do at the moment and have

written into their planning application The clerk will forward the councils comments onto the planning application.

[22/00516/LBDISC](#)

18 High Street Manningtree Essex CO11 1AD

Discharge of condition 4 (Materials) of approved application 19/00317/LBC.

Resolved – The council have no comment to make on this.

[22/00506/TPO](#)

25 Malthouse Road Manningtree Essex CO11 1BY

1 No. Sycamore - reduce to natural target points.

Resolved - The council have no comment to make on this.

[22/00445/LUPROP](#)

1 Alston Villas, Stour Street, Manningtree, Essex CO11 1BD

Proposed rear loft conversion

Resolved – The council raises concerns to the application based on the size of the extension. It is not in keeping with the row of houses that is there. Also based on the proposed plans how much will the neighbours be overlooked and due to the positioning of the property it is not just the adjacent gardens but it is also out further as there are a few gardens that back onto each other (eg from South Street). The clerk will forward this onto the planning application.

04.22.11 Planning Decisions

[22/00040/LBC](#)

42 High Street Manningtree, Essex, CO11 1AJ

Proposed Listed Building Consent for a new external door and rooflights, part replacement of the ground floor slab and internal wall linings, construction of new internal studwork partitions, and renewal of mechanical and electrical services and new signage

Approval - Listed Building Consent

25.03.2022 Delegated Decision

[20/01386/LBC](#)

2 High Street, Manningtree, Essex, CO11 1AD

Variation of conditions 2 and 3 of application 17/01479/FUL to allow for change of use of ground floor unit from retail premises to two-bedroom residential unit alongside the other residential uses (6 flats and 1 house

Application Withdrawn 07.04.2022 Delegated Decision

The above is listed for information purposes only

04.22.12 To discuss the implementation of a Memorial Bench Policy.

The clerk provided 2 examples of different policies and agreed that the life of a memorial bench will be 10 years, and that it is the responsibility of the applicant to keep the council apprised of any change in contact details over the years.

Resolved -The clerk will put the policy together for full approval at the next meeting.

04.22.13 To discuss the proposal to incorporate Manningtree into Colchester Borough not Tendring.

Resolved – This was an article in the local paper and has been checked with Cllr Coley and this is not a policy just an article.

04.22.14 To discuss changing the top of the new lamppost that has been placed at Wherry corner to a traditional one.

Resolved – The clerk will find out if this is something that can happen (as the lamppost belongs to Essex County Council), and also needs to find out a full cost for replacement of the whole lamppost not just the top as that would not be in keeping.

04.22.15 To Discuss NALC's Star Council awards

Resolved – The council are all for it, the clerk will find out how we enter and forward to the Cllrs.

04.22.16 Platinum Jubilee

a) To discuss the booking of the Hog Roast

Resolved – To book the Spitting pig as it was the most competitive quote including the vegetarian option so that does not have to be sourced. Clerk will action.

b) To discuss the booking of the portaloo

Resolved – The clerk has had lots of difficulty getting an available portaloo, so the council resolved that one is not needed – just like during the beer festival.

04.22.17 To discuss ordering a memorial book, mourning pouches and black arm bands.

Resolved – The council agree unanimously to order the memorial book and pouches to prepare for Operation London Bridge.

04.22.18 Highways/Environment

a) The signpost is painted over the bolts so it can not be moved easily – need to discuss employing a tradesman to possibly grind out the bolts to be able to swing it back around.

Resolved – The council agree to this, the clerk will action.

b) To Discuss replanting the flower tubs

Resolved – The clerk will contact craft Nurseries to ask for a quote before they go ahead and replant the flower tubs.

c) To Discuss the black refuse bins outside Natwest

Resolved – The bags have been moved.

d) To Discuss purchasing stencils 'Bag it, Bin it'

Resolved – As per above the clerk will make some stencils and charge for the materials needed.

04.22.19 The Beach

Street Keeping Management while Cllr Barker is away

Cllr Barker and Cllr Dunnet are going to be managing this, Cllr Brown has offered to help if there are any issues as back up too.

Resolved – Clerk will advise Cllr Barker of this.

04.22.20 Quay Street Management

Clerk has received the first quote back of above £3000.

Resolved – At the moment the cost of this is above what has been budgeted and so the project has been out on hold.

04.22.21 Finance

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

As at 31st March 2022 there is a total of £15,573.20 in both accounts.

Resolved – The Council has seen this reconciliation and this has been confirmed and signed by the chair,

b) To Discuss the purchase of a replacement memorial plaque for the bench that went missing.
Resolved – All in favour of ordering a replacement from Glasden.

c) To discuss the renewal of the council's membership with the EALC and NALC.
Resolved – The council agree that this is a valuable membership to continue. The clerk will action.

d) To approve new payments in accordance with the 2022/23 budget

Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
Mayor's Allowance	01/04/2022	Jubilee Pin Badges	Trophiesplusmedals	S	185.42	37.08	222.50
Mayor's Allowance	06/04/2022	Thankyou Gift	Winyl	S	27.92	5.58	33.50
Sundries	06/04/2022	Chalk Paint	London Graphic Centre	S	36.50	7.30	43.80
Public Lighting	14/04/2022	Street Lighting	Npower	L	675.46	33.77	709.23
Clerk's Salary	14/04/2022	HMRC/NIC	HMRC	E	21.18		21.18
Subscriptions	14/04/2022	Membership	TDALC	E	20.00		20.00
Platinum Jubilee	15/04/2022	Candles/Cups	Holyart	E	97.88		97.88
Subscriptions	15/04/2022	Annual Subscription	EALC	E	291.70		291.70
Clerk Expenses	15/04/2022	Clerk Expenses	Jennifer Spear	E	30.65		30.65
Clerk's Salary	15/04/2022	Clerk Salary	Jennifer Spear	E	986.39		986.39
S137	15/04/2022	Donation for Mistley/lawford Jub Cel	Mistley/Lawford Council	E	100.00		100.00
Street Furniture	15/04/2022	Memorial Plaque	Glasdon	S	96.07	19.22	115.29
Street Furniture	15/04/2022	Maintenance	Environmental Design	S	48.00	9.60	57.60
Training	15/04/2022	Training	EALC	S	70.00	14.00	84.00
Platinum Jubilee	15/04/2022	Hog Roast for the Jubilee	The Spitting Pig Co	S	373.33	74.67	448.00
Website Costs	15/04/2022	Office 365	Office 365	S	3.80	0.76	4.56
				Total	3,064.30	201.98	3,266.28

Resolved – All in favour Proposed by Cllr Stocks and seconded by Cllr Baldwin.

e) Breakdown of the Jubilee Budget so far:

Total Spend £1593, covering the hog roast, candles and candle cups leaving £607.12.

The Pin badges as discussed from the Mayoral allowance have cost £222.50 leaving £177.50 in the mayoral allowance for the rest of the year.

Still to sort, portaloos, live band (singer), refreshments (Co-op have kindly offered £30 voucher) first Aider.

Resolved – Cllr Taylor will make the invitations for the clerk to send.

f) To discuss the purchase of the sand for the beach.

Resolved – The council agree to the purchase of the sand.

g) To discuss supporting the Dementia Friendly sing-a-long sessions at the dementia Café £50 per quarter

Resolved – The council agree to £25 per quarter to support the sessions, the clerk will action.

Payments Received:

£1000 Received from the National Lottery towards the Jubilee Celebrations.

04.22.22 To discuss this month – “What Has your council been doing this month?”

Resolved – The clerk will send over the chairs annual report as a sum up of the Councils Year.

04.22.23 To consider whether resolutions from the current meeting have an impact on carbon

footprint and climate change
Resolved – Not at this meeting.

04.22.24 Items from councillors to be added to the next agenda
Wherry Street Lampost
Planter Tubs
Youth District Project

04.22.25 To note date and time of the next meeting
Resolved – Thursday 19th May 2022 at 7:30pm

The Chair closed the meeting at 9:32pm

.....SignedDated