



MANNINGTREE TOWN COUNCIL

Clerk to the Council: Mrs Ruth Frost

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Minutes of the Full Town Council Meeting held at the Masonic Lodge in South Street, Manningtree, CO11 1BG Thursday 18th January 2024 at 7:30 p.m

Present: Cllr. M. Taylor (Mayor) Cllr. R Stocks (Deputy Mayor) Cllr. L. Dunnett
Cllr. J. Charlesworth Cllr. J Lewis Cllr L. Lay-Flurrie

In attendance: Mrs. R Frost (Clerk) Cllr T Barrett

01.24.214 To receive and approve any Apologies for Absence

Cllr A Helm-Baxter sent her apologies and these were accepted by the Council

01.24.215 To receive any Declarations of Interest

None Received

01.24.216 Minutes of the 14th December 2023 were not signed

Minutes were not signed as an error was noted. (the error will be rectified and minutes signed at next meeting 15th February 2024)

01.24.217 Public Announcements

A new date has been given for the Cheese & Wine evening 24th May 2024

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

No Public present

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

Cllr Barrett also discussed item: 01.24.227 where a suggestion was put forward that one Councillor from each council meet approximately 4 times a year to discuss what can be done to help Manningtree. This suggestion will be put forward to the other Councils at their next meetings.

Resolved – Our Representative (Cllr Charlesworth) proposed Cllr Stocks, seconded Cllr Charlesworth.

01.24.220 Report from Essex Police

weekly newsletter - Essex Police Dispatch – circulated weekly.

01.24.221 Report from Street Keepers

The street keepers have still been hard at work even in this cold weather. They are still having more members join which is great news.

The path at the wildlife garden has been discussed and no further action is to take place regarding the path. Thanks to Cllr Barrett for all his help on this matter.

The Buddleia near the beach will need to be cut back so that the sign can be seen.

Action – Cllr Charlesworth will attend to this.

01.24.222 Report from Business Chamber

Cllr Taylor and Cllr Stocks attended and spoke to several members.

It was also discussed that we may be able to get a sponsor for our new Town Signs.

01.24.223 Report from Dementia Awareness

The council discussed the new Dementia Awareness accreditation.

New councillors can also take part in some dementia training. The website will also need updating.

Action – Cllr Taylor / Clerk

01.24.224 Reports from other committees and representatives

Cllr Dunnett to attend TDALC meeting

Cllr Charleworth attended a grant application course

01.24.225 Progress report from the Clerk

	ONGOING	
	Cllr Guglielmi	Blue Setts ref - 2771008/ Quay St sign, motorbike parking, 20's Plenty, Colchester Rd Sign
	Mayoral Chain	Awaiting Quotes - email sent
07.23.88	Wildlife garden	Waiting for Cllr Barrett for direct person to liase with (Cllr Dunnett)
	Sun Screen Dispenser	Looking into a cage to protect it. (Stour Engineering) - March time
6.12.23	Banks	Clerk to investigate different banks
	NEW	
01/24/223	Dementia Awareness	To discuss new changes and future events
09.23.125	Bin at Beach	On Hold - review January
	Internal Audit	Details for quote sent out to Internal Audit
	Complaint	Litter in Manningtree. Station and High School - passed to TDC councillors
	Complaint	New Bin at St Elizabeth's Hospice - Discuss at meeting
	Complaint	Light outside 87 Station Rd, Passed to Lawford PC
	Community Award	To discuss nominations
	EV Charging	To await for more info regarding possible charging points.
	Grass Tender	To discuss dates
	Barclaycard	Have applied for additional card holder to see if I can gain access to account

01.24.226 To note Full Council agreed for the Clerk to join the Local Government Pension Scheme

A resolution has been passed for the Clerk to join the Local Government Pension Scheme

Proposed Cllr Taylor. Seconded Cllr Stocks

01.24.227 To discuss the possibility of merging 3 councils.

This has been discussed item 01.23.219

01.24.228 To discuss moving Defib to outside of Masonic Hall

Resolved – The Full Council all agreed that this would be a great idea, however the council have no funds to support this.

Action – Clerk to write a letter confirming this

01.24.229 To review Personnel Committee members

Resolved – Cllr Dunnett and Cllr Lewis to join personnel Committee.

01.24.230 To set review date for Personnel Committee

Resolved – 6th February 2024

01.24.231 To consider the following planning applications:

[24/00006/TCA](#)

APPLICATION NO:

PROPOSAL: 1no. Macrocarpa - Fell.

LOCATION: 40 Colchester Road Manningtree Essex CO11 1EJ

[23/01644/LBDISC](#)

Messrs C Moxham & R Brookhouse

Discharge of Conditions 3 (submission of drawings) and 4 (Fireplace) of planning reference 20/00726/LBC.

40 High Street
Manningtree
Essex
CO11 1AJ

Resolved - All applications were considered and all agreed on no comments or objections

01.24.232 To consider the following planning decisions:

[23/01426/LBC](#)

Approval - Listed
Building Consent
21.12.2023

Ms Mary Mudd

Delegated
Decision

Consent to add a
bathroom to the first
floor, replace the dormer
window on the second
floor and raise the ceiling
height on the second
floor bathroom.

30A High Street
Manningtree
Essex
CO11 1AJ

[23/01615/FULH
H](#)

Approval - Full
21.12.2023

Ms Lesley El-
banawy

Proposed garden room
outbuilding to rear

Delegated
Decision

29 Colchester Road
Manningtree
Essex
CO11 1EJ

<u>23/01635/TCA</u> Approval - Full 22.12.2023 <i>Delegated Decision</i>	Ian Kazer- Roberts - Mark Walker Grounds Maintenance Ltd	1 No. Neighbouring Fig (F1) to be cut back as close to the boundary as possible.	Fire Station Quay Street Manningtree Essex CO11 1AU
<u>23/01514/FUL</u> Approval - Full 03.01.2024 <i>Committee Decision</i>	Mr Matthew Bensilum	Proposed change of use from residential to office with no alterations.	5 Brook Street Manningtree Essex CO11 1DJ

Resolved – The council noted that the LPA has approved these.

01.24.233 Finance

a) To review the monthly financial Bank Reconciliation - as of 29th December 2023 there was a total of £22,541.52 in both bank accounts.

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

b) To approve new payments for January 2024, in accordance with the 2023/24 budget – please see attached payment list.

Resolved – Cllr Taylor proposed and Cllr Stocks seconded the payments – all in favour.

c) To Note HMRC NI & Tax has been paid (authorised in November #92)

Resolved – Full council noted the payment.

d) To discuss new banking – This was discussed. It has been decided to wait until new financial year as new signatories may be needed.

01.24.234 To discuss this months “what has your council been doing this month?”

The Council supported The Rotary Christmas Fayre

01.24.235 To discuss where the resolutions for the current meeting have an impact on biodiversity

Nothing this month.

01.24.236 Items for the next meeting to be added to the meeting.

01.23.237 There being no further business the chair closed the meeting at 21:03

Next Town Council Meeting 15th February 2024. 7.30pm at the Masonic Hall.

signed.....

Date.....