



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 on Thursday 20th May 2024 at 7:30 p.m

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

In attendance: Mrs. R Frost (Clerk), District Councillor T Barrett and 20 Members of the Public

06.24.047 To receive and approve any Apologies for Absence

Cllr. M Taylor sent their apologies and these were accepted by the Council

06.24.048 To receive any Declarations of Interest

Cllr. J Charlesworth agenda item 05.24.073

06.24.049 Minutes of the 16th May 2024 were approved and signed. The minutes of the Annual Town Meeting on the 16th May 2024 were approved and signed.

Resolved that the minutes of the Town Council Meeting and the Annual Town Meeting held on the 16th May 2024 were approved as a correct record and signed by Cllr R Stocks

06.24.050 Public Announcements

The Cheese and Wine Evening raised £340.19 for Dementia Awareness.

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

Several members of the public spoke about The Yard. This is causing distress to local residents as the noise and public are causing obstructions on Stour Street.
The advertised events have been lasting longer than advertised.

Members of the public spoke about the planning application regarding Stour Stores.
This will disrupt waste vehicles gaining access which is already a problem.
It is already a dangerous junction with cars blocking it and parking on yellow lines.
This planning application will add to the noise as additional extractor fans and cooling fans will need to be added and this is right on the boundary to a house.
There are 2 disabled bays, and with the application, it will cause additional problems.
Vehicles turning have already caused damage to buildings on Lushington Road.
On the plans, it looks as though this encroaches onto the footpath.
Cllr T Barrett will call in this application

A member of the public spoke regarding the Affinity water works site on Mill Hill. It would appear that Affinity Water are trying to sell this land and build approx. 60 houses, however, no planning has been received by Tendring District Council. Cllr T Barrett has said that this is a brownfield site, and a pre-application has already been made. The members of the public suggested that this could be made into a tourist attraction,

06.24.052 Reports from the District and County Councils – circulated prior to the meeting. These are also available on the council's website.

06.24.053 Report from Essex Police – circulated prior to the meeting

06.24.054 Report from Street Keepers

It has been decided that Environmental design will weed The Walls and the High Street. All other areas will be maintained by the Street Keepers. there will be high-priority and low-priority. Cllr Dunnett is to provide the Clerk with a prioritised list of those areas to be maintained by the Street Keepers.

A member of the public has kindly donated a plant and this will be utilised within the area. Many thanks.

It was also discussed that we may use perennials instead of annuals as this will help with the costs. It was also noted that damage to plants in Quay Street had been seen.

06.24.055 Report from Business Chamber

Various items were discussed, the town map and getting ready for Christmas.

06.24.056 Report from Dementia Awareness

The Cheese and Wine Evening raised £340.19 for Dementia Awareness.

06.24.057 Report from other committees and representatives

Three parishes have had a meeting to discuss a contribution from Lawford and Mistley about the Sand at the Beach. – we are still awaiting a decision.

The new Christmas lights were also discussed and it was proposed by Cllr J Charlesworth to commit to £200 for the next three years. All in favour.

06.24.058 Progress report from the Clerk

Ref:	Item	To Do
	ONGOING	
	Cllr Guglielmi	Quay St sign, motorbike parking, Colchester Rd Sign, Light War Memorial
	EV Charging	To await for more info regarding possible charging points. Letter sent to EALC
	NEW	
	Internal Auditor	This has been done and report to council 20th June 2024
	AGAR	Forms have been completed- insurance checked and asset register
	Civic.ly	new assets have been added
	Bin	This was taken by TDC - Replacement ordered 05.24.038
	Cllr Guglielmi	Update re Motorbike parking, request has been submitted

	Cllr Guglielmi	Update re Pot Holes several - Quay St, South St have been submitted
	Fly-tipping	A letter has been sent, inbox is full so have delivered by hand
	AGAR	Public letter to access accounts now on noticeboard
	Vegetation	Several emails to and from to find that the environment agency has done this work
	Flower Tubs	These have been filled. If you want them in different locations let them know
	New Poster	To investigate after complaint. Owned by Fenn Wright
	Flower Tubs	They have them, James to liaise directly with them
	Signage	Anna and Helen invited to attend meeting
	The Yard	Chris invited but unable to attend
	Broken light	This is to be investigated and passed to Carlo
	Financial Regulations	This has been sent to all councillors

Internal Auditor Report:- In line with the report it was agreed that the two councillors who sign the payments list should also check and sign the invoices, it was recommended that we have a quarterly check for payments versus the budget. Cllr J Lewis to complete the quarterly checks. It was also recommended that we review the risk assessment to keep this up to date. It was also discussed to add additional information to the website but due to GDPR the council has decided to keep the information the same.

06.24.059 To Discuss signage for the Beach

The clerk is to contact Defra to see what is required.

The Mermaids have access to funding to help with the signage. **Action - Clerk**

06.24.060 To discuss the new Financial Regulations

This was discussed and we shall discuss the final proposal at the next meeting.

06.24.070 To discuss and agree on the AGAR

The Council all agreed that Section 1 was correct, Signed by Cllr Stocks (Mayor)

The Council all agreed that Section 2 was correct, Signed by Cllr Stocks (Mayor)

This was all signed as a correct record, and the AGAR will be sent for final approval.

06.24.071 To discuss the donation towards the Rotary Christmas Market

Cllr Stocks proposed to give £100 towards the Rotary Christmas Market. All in Favour

06.24.072 To discuss changing meeting times to allow Cllr Lay-Flurrie to attend the meeting.

It was discussed and proposed to keep the meeting times the same, proposed by Cllr Lewis. All in Favour

06.24.073 To discuss "The Yard" South Street, Manningtree.

This was discussed in the public participation section. Cllr Barrett noted all the details and will try and find out some more information.

06.24.074 To discuss the Mayor's Charity this year.

This has been decided to be Manningtree 1st Responders. Proposed by Cllr Stocks. All in Favour.

06.24.075 To discuss VE Day

The clerk will ask other local organisations and local councils to see what they have discussed so we can all work together. **Action - Clerk**

06.24.076 To consider the following planning applications:

24/00685/LBDISC

Mr and Mrs Rose

Discharge of conditions application for 23/01521/LBC - Condition 3 (External Finish Materials); Condition 4 (Proposed Window and Door Details); 57 South Street Manningtree Essex CO11 1BQ

Condition 6 (Method Statement and Details of Proposed Structural Works); Condition 8 (Installation of New Services to Kitchen and Laundry).

The Council had no comments to make

24/00310/FUL

Paranirubasingham

Gnanachandran - Stour View Store

Planning Application - shop extension to create store, new rear delivery area with bin store, new parking space on street to side of shop, and demolish concrete/asbestos outbuildings. 53 Station Road Lawford Manningtree Essex CO11 1EB

Residents are concerned regarding parking at the junction of Lushington Road and Station Road.

The Council will take into account all of the residents' comments and make a formal comment regarding this.

24/00742/LBC

PROPOSAL: Application for Listed Building Consent - Proposed timber stud partition to form new dental surgery.

LOCATION: First and Second Floors 17 High Street Manningtree Essex

The Council had no comments to make

24/00709/LBC

PROPOSAL: Application for Listed Building Consent - Proposed like for like repair to damaged render on the flank wall of house.

LOCATION: 3 The Walls Mistley Manningtree Essex

The Council had no comments to make

06.24.077 To Note the Planning decisions made:

24/00226/LBC Approval - Listed Building Consent 13.05.2024 Delegated Decision

Mr Marcel McClarnon Application for Listed Building Consent - Installation of 2no conservation rooflights to rear annex north sloping roof. 7 Brook Street Manningtree Essex CO11 1DJ

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

06.24.078 Finance

a) To review the monthly financial Bank Reconciliation - as of 30th May 2024, there was a total of £28,854.04 in both accounts.

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

b) To approve new payments for June 2024, in accordance with the 2024/25 budget – please see the attached payment list.

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

c) To note Cheese and Wine evening

Tickets	£450.00
Raffle	£110.00
	<u>£560.00</u>
less invoice	-£219.81
total	<u>£340.19 Raised for Dementia Awareness</u>

d)To discuss setting up a payment to pay Barclaycard in full each month.

Resolved – The Council agreed that this would be a good idea to stop additional fees.

Proposed by Cllr Stocks All in Favour.

e) To note that HMRC has repaid the VAT claim of £2098.41

f) To agree to move a balance from the Current Account to the Savings Account once payments have been made.

Resolved - Proposed by Cllr Stocks All in Favour

06.24.079 To discuss this months “What has your council been doing this month?”

The new and improved Beach Toy Library has had a new coat of paint.

We are also continuing to paint and refresh the Bollards and the fingerposts.

Thanks to Cllrs J Charlesworth for this.

06.24.080 To consider where the resolutions from the current meeting have an impact on biodiversity
Donation on a new plant.

06.24.081 Items from councillors to be added to the next agenda

To discuss the risk assessment

To discuss the co-option of a new Councillor.

06.24.082 There being no further business the Chair closed the meeting at 9:18pm

Next Town Council Meeting 18th July 2024 at 7.30 pm at the Masonic Hall.

.....signed.....date