



# MANNINGTREE TOWN COUNCIL

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## **Minutes of the Full Town Council Meeting held at the Masonic Lodge in South Street, Manningtree, on Thursday 20<sup>th</sup> February 2025 at 7:30 p.m.**

**Present:** Cllr. R Stocks (Chair)  
Cllr E. Dunnett  
Cllr M Taylor  
Cllr F Gee  
Cllr J Charlesworth  
Cllr T Barrett

### **02.20.232 – OPENING INCLUDING STATEMENT**

#### **02.20.233 - APOLOGIES FOR ABSENCE - PLEASE NOTE ANY APOLOGIES NEED TO BE SENT TO THE MAYOR IN THE FIRST INSTANCE**

- a) Council to receive apologies for absence – Cllr L Lay-Flurry
- b) Council to consent to accept apologies received – **Cllr Charlesworth proposed, Cllr Taylor 2<sup>nd</sup> aif**

**Members of the Public - None**

#### **02.20.234 – DECLARATIONS OF INTERESTS**

- a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct –

Cllr Stocks & Cllr Taylor – Business Chamber

Cllr Dunnett – Street Keepers

- b) To receive notification of gifts of hospitality exceeding £50 - None
- c) To receive requests for dispensations - None

#### **02.20.235 – MINUTES OF PREVIOUS MEETINGS**

a) To consider and approve the minutes of the previous Town Council meeting held on 16<sup>th</sup> of January 2025. There were a couple of amendments to be made – Cllr Taylor was not shown as present at the meeting, but, attended. Cllr Lewis was shown as attending but was not present. Minute number 01.25.212, Cllr Dunnett was advising the Clerk to speak with Jen Spears about where to purchase the lanyard for Cllr Gee. Minute number 01.25.220 the supplier for the bench is Glasdons and not Gladstones.  
**Approved and signed by Mayor.**

#### **02.20.236 - REPORTS FOR INFORMATION - to receive written reports for information only**

- a) County Councillor Carlo Guglielmi – No issues raised.
- b) District Councillor – Carlo Guglielmi, Matthew Bensilum & Terence Barrett – Cllr Barrett provided a very comprehensive explanation of his report. He explained the government intends to build 1000 more houses instead of 500, which was the previous figure suggested. There are 4 options available, covering

several areas of the district, but it is not believed that this will have much impact on Manningtree. He advised that Cllr Guglielmi and himself have tried to establish the ownership of the Mill Road site, but have been unable to do so.

Cllr Barrett stated that there may be a possibility in the future of the district could sell assets to the Parish/Town Councils.

Cllr Barrett touched on Devolution and explained that if the District and County Councils are replaced with unitaries, it is likely to be the following areas: Tendring, Colchester, Braintree and potentially Maldon. The area will be much bigger and impossible for someone who has a full-time job to be a Councillor.

Cllr Barrett advised that there is likely to be an election for a mayor in 2026, however, elections for Councillors are likely to be delayed until 2027.

## **02.20.237 - COUNCILLOR REPORTS**

a) Street Keepers – Cllr Dunnett provided an update on behalf of the street keepers. She advised that there is a plaque near the bus stop which is a women's guild sign, which needs either refurbishing or replacing. Cllr Stocks stated that she felt that this was something that Manningtree School had made and maybe they would like to do another sign. Clerk is to take this as an action.

b) Business Chamber – Cllr Stocks provided an update on behalf of Business Chamber. It has been explained that there is an outstanding bill for thousands of pounds for the Christmas lights. It was felt that some of this money was from donations. Cllr Barrett confirmed some Councillors had donated from their allowances. A couple of members have left and Steve is trying to establish who had made an offer of payment and trying to get this issue resolved. The meeting day has been changed from Monday to Wednesday to see if more members will attend. Cllr Taylor is going to send the minutes of the meeting to Cllr Stocks and Barrett. The business chamber has got a vacancy for a secretary but no interest to date.

c) Reports from other committees and representatives – Cllr Dunnett attended a TDLC Zoom meeting a few weeks ago. She advised that there were 3 key areas that were covered, one of which was Devolution. Cllr Barrett has covered this area well and it is an area with lots of uncertainty. Development was also covered and it is going to be a lot harder to refuse applications for housing. There was an update in relation to EALC and they are moving to Dunmow and it is unclear what is going to be happening to this service as they are funded by Essex County Council.

There was also information on Bursaries for new Councillors to provide training. The Clerk needs to investigate this further and feed back to the Councillors.

## **02.20.238 - Public Announcements**

a) To receive any questions or comments from members of the public – It has been confirmed that the Earth festival that was due to take place on the 15<sup>th</sup> June 2025 is not going ahead due to a lack of volunteers and not knowing whether there will be a road closure in place.

Cllr Charlesworth enquired if the Clerk had a list of events that are coming up.

Cllr Stocks advised that the Clerk and herself meet with the film company about the planned filming in Manningtree for March. Cllr Stocks explained where the road closures were going to be.

## **02.20.239 – REPORT FROM ESSEX POLICE – Weekly updates email circulated to Councillors before the meeting – Report discussed and noted.**

## **02.20.240 - PUBLIC PARTICIPATION - with respect to items on the agenda and matters of mutual interest – No public present.**

## **02.20.241 – CLERK'S REPORT (Paper 1)**

a) To review actions from the previous meeting - Noted

b) To receive the reports of items actioned under delegated powers - Noted

c) To receive items of correspondence for noting only or for consideration/agreement of next steps – Add another column in the Clerk's report table.

#### **02.20.242– BARCLAYCARD**

- a) To review the previous use of a Parish Council credit card and consider the use of a debit card going forward – Cllr Dunnnett advised about the progress with the Barclaycard and explained that the card has been cancelled. The account has now been closed and a debit card for the current and savings account have been ordered for the new Clerk.
- b) To consider/agree next steps as appropriate – This is to be closed and was agreed

#### **02.20.243 - NPOWER**

- a) To consider/approve the proposal to pay Npower bills by Direct Debit going forward - Noted
- b) To consider/agree next steps as appropriate – **Agreed and Fi will set this up JC propose, aif**

#### **02.20.244 - PROVISION OF LOCAL POLICING – Participation in Quasar Local Policing and the associated costs**

- a) To consider/approve the proposal to be part of Quasar Local Policing – Cllr Barrett provided an update in relation to Policing. He confirmed the recent news of PCSO's not being in Essex is now unlikely and they are staying. He explained that MTC would have to pay £5000 per year to be part of Quasar. It was agreed that MTC could not proceed due to the costs.
- b) To consider/agree next steps as appropriate – Not viable

#### **02.20.245 - VE DAY PICNIC**

- a) To receive a report from Cllr Taylor about what is needed for the event – Cllr Taylor provided an update in relation to this event and suggested that a working group would be needed.
- b) Discuss any other relevant points – Road closure to be arranged.
- c) To consider/approve any proposals or next steps as appropriate – Need to have a working committee in the next week to arrange what needs doing. Meeting at Cllr Stocks on Monday 25/02/25 at 4pm.

#### **02.20.246 - DISABLED PARKING ON THE HIGH STREET – (Paper 2)**

- a) To review an email received from a member of the public ref. provision of disabled parking on the High Street – This was discussed and a suggestion would be outside Lucca for a disabled bay.
- b) To consider/approve next steps – Send email to Cllr Guglielmi and see what he can do about the disabled parking.

#### **02.20.247- MAINTENANCE CONTRACT**

- a) To consider/agree maintenance tasks to be undertaken by Contractor – Discussed
- b) To review the Contractor terms - £15 per hour – Agreed
- c) To delegate authority to the Clerk to allocate tasks to the contractor as necessary – **MT proposed, RS 2<sup>nd</sup>, aif**
- d) To consider/approve next steps as appropriate – The contractor is to carry out grass cutting at Quay Street and South Street. Carry out any maintenance jobs on an ad hock basis. Make DC aware of the Crocuses and daffodils.

#### **02.20.248- CALL FOR HERITAGE SITES**

- a) To review email ref. call for heritage sites (Paper 3) – War Memorial, sign market place, street lights, old style lanterns, clock & Ox.
- b) To consider/approve next steps as appropriate – Contact Planning Policy to see what needs to be done.

#### **02.20.249- STATUTORY INFORMATION**

- a) To receive nominations for the vacant posts of Councillor (2 received) – resumes have been requested, but nothing received yet. The Clerk will put the adverts on Facebook and the notice boards.
- b) To approve Councillor co-option as appropriate and note signing of the Declaration of Acceptance of Office forms – N/A

## 02.20.250– FINANCE REPORT

- a) To receive a report from Finance including any decisions made - Noted
- b) To approve the payments awaiting payment and including those coming forth, the accounts paid since the last meeting and the receipts allocated since the last meeting (Paper 4) – Cllr Dunnett explained payments - Agreed
- c) To note and approve the balance of accounts and Bank Reconciliation as of the 31st of January 2025. (Paper 5) – Cllr Dunnett explained the report. - Agreed

**Community Account: £7,125.87      Business Account: £15,578.23 (Total £22,704.10)**

**Reference document circulated: Reconciliation 31<sup>st</sup> January 2025 - Agreed & documents signed.**

## 02.20.251 - [View Planning Applications and Comment](#)

- a) To consider and approve a response to the following planning matters relating to Manningtree – CLLR Barrett is going to raise concerns on the portal on behalf of MTC.

25/00084/FULHH

Householder Planning Application – Proposed first-floor rear extension and alterations to outbuilding 6 Oxford Road, Manningtree, Essex, CO11 1BP

## 25/00086/LBC

Application for Listed Building Consent – Proposed first-floor rear extension, internal reconfiguration, and outbuilding alternations, 6 Oxford Road, Manningtree, CO111BP

- b) To note the following planning decisions relating to Manningtree – Noted

24/01871/LBDIS Approval – Discharge of conditions application

24/01078/LBC – Condition 3 (Heritage). Regent House, Regent Street, Manningtree, Essex, CO11 1BJ

## 02.20.252– DATES OF FORTHCOMING MEETINGS – all taking place at Masonic Hall

- a) Town Council Meeting – Thursday 20<sup>th</sup> March 2025

**MEETING CLOSED – 21.10**

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

## ACTIONS

ITEM	ACTION	WHO
<b>02.20.237 (a)</b>	Liaise with Manningtree High School about making a new plaque.	Clerk
<b>02.20.237</b>	Look into Bursary for Councillors – Speak with Liz about this.	Clerk
<b>02.20.237</b>	Circulate the minutes of the Business Chamber meeting to Cllr Stocks and Barrett	MT
<b>02.20.238</b>	Find the list of upcoming events.	Clerk
<b>02.20.241</b>	Add a column to Actions on the Clerks report	Clerk
<b>02.20.243</b>	Set up direct Debit with NPOWER	Clerk
<b>02.20.245</b>	Road Closure to be put in place for VE Day celebrations.	Clerk
<b>02.20.246</b>	Send an email to Cllr Guglielmi about the disabled parking	Clerk
<b>02.20.247 (d)</b>	Contract Dave about Crocuses and Daffodils. Draw up a contract or similar.	Clerk
<b>02.20.248</b>	Contact Planning Policy about what are out assets.	Clerk
<b>02.20.249</b>	Advertise the Councillor vacancy on Facebook and the notice board.	Clerk