



# MANNINGTREE TOWN COUNCIL

*Clerk to the Council: Mrs. L. Djuve-Wood*

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## **Minutes of the Full Town Council Meeting held virtually via Zoom on Thursday 22nd April, 2021 at 7.30 p.m.**

**Present:** Cllr. M.Taylor (Deputy Chair) Cllr. S. Tattam  
Cllr. Sharon Barker Cllr. B. Brown  
Cllr. L. Dunnett

**In attendance:** L. Djuve-Wood (Clerk)

### **166/20 To receive and approve Apologies for Absence**

Apologies were received from Cllrs. R. Stocks and L. Lay-Flurrie and accepted by the Council.

### **167/20 Declarations of interest**

There were none.

### **168/20 Minutes of the Town Council meeting held on the 18<sup>th</sup> March 2021 to be approved and signed**

**RESOLVED** that the minutes of the Town Council meeting held on the 18<sup>th</sup> March 2021 be approved as a correct record and signed by the Deputy Mayor.

### **169/20 Public participation session with respect to items on the agenda and matters of mutual interest**

There were no members of the public present.

### **170/20 Reports from the District and County Councils**

The Council had received the monthly district and county reports which had been circulated to all councillors. Updates were given on the latest COVID figures, the TDC Local Plan, and local planning applications.

Full District and County reports are accessible to the public on the town council's website [www.manningtreetowncouncil.org.uk](http://www.manningtreetowncouncil.org.uk).

Cllr. Taylor noted that Cllr. Stocks had attended the latest TDC planning meeting where she had, alongside District Cllr. Coley and County Cllr. Guglielmi, spoken against planning application 20/00413/FUL, Proposed change of use of the ground floor from A2/approved retail unit to residential flat (including changes to High Street frontage), 2 High Street Manningtree, CO11 1AD. She confirmed that the application had been refused by TDC.

### **171/20 Report from Essex Police**

The monthly police report for Manningtree, Mistley, Lawford, Little Bentley and Tendring had not yet been received.

### **172/20 Progress Report from the Clerk**

The clerk had circulated the Clerk's Report in advance of the meeting. She noted there were no significant updates since circulation. The Council had received many

submissions of wildlife photos for the new interpretation board at Riverside as well as some historic photos of the town from the Manningtree Museum and History Group. A planning application will need to be submitted for the board for which the cost will be reimbursed by ECC. She also noted that TDC had refused the Council's request to use Market Cross as an entertainment space. Finally, she asked permission to subscribe to Office 365 for cloud storage purposes for the Council's documents, which would be paid for using the Council's Barclaycard.

### **173/20 Report from other committees and representatives**

There were none.

### **174/20 To consider the following planning applications**

- a) 21/00315/FUL, Replacement of three modern windows with traditional frames and in dormer style, 8A South Street, Manningtree, CO11 1BB**

**RESOLVED** that the Council has no comment to make on this planning application.

### **175/20 Highways/Environment**

- a) To consider purchasing sand for Manningtree Beach**

The clerk had received a quote from A&J Aggregates of £17.50 plus VAT per tonnes of sand. She was still awaiting a response from Rose Builders regarding the cost of distributing and raking the sand once delivered. The Council **RESOLVED** to accept the quote and to increase this year's sand budget allocation to £1,500 total excluding VAT to allow for Rose Builder's charges for the distribution and raking of the sand.

- b) To consider taking part in ECC's devolution scheme**

It was noted that further information would be needed from ECC as to what taking part in the devolution scheme will involve and what the benefits would be to the Council in taking part. The Council agreed to create a working party consisting of Cllrs. Brown and Dunnett to investigate the devolution scheme further.

- c) To consider taking on TDC glyphosate sprayed areas within Manningtree**

The Council had been informed by TDC that in order for the Town Council to take over responsibility for TDC owned property and areas there would need to be a clear understanding and a commitment to what they would be undertaking. TDC would need to understand that the MTC volunteers carry out the tasks in a safe way and that any equipment is properly used. If MTC is to take on responsibility permanently there would need to be a Service Level Agreement drawn up between TDC and MTC which would need to be drawn up by the TDC Solicitor. The clerk was asked to request further information as to what exactly the Service Level Agreement would include, costs involved for solicitor and termination details of the SLA should it be needed at short notice.

- d) To consider installation of VAS sign**

The clerk was asked to contact the TDC planning department to check whether there are any restrictions for installing a VAS sign within a conservation area before looking at costs involved.

- e) To consider taking part in the National Trust's No Mow May challenge**

**RESOLVED** that the Council take part in the National Trust's No Mow challenge by requesting that Environmental Design do not cut the grass at South Street and Quay Street Greens during the month of May as well as encouraging residents to take part.

**f) To consider purchase details of new noticeboard**

The clerk was asked to contact the TDC planning department to check whether there are any restrictions on material that can be used for a noticeboard within a conservation area.

**g) To consider costs for Quay Street planting**

**RESOLVED** that the cost estimates of up to £500 plus VAT for the Quay Street planting project as presented by Cllr. Barker be approved.

**h) To consider purchasing high-vis jackets for street weeding group**

It was **RESOLVED** that the clerk contact Phoenix Printing requesting that they order 20 high vis jackets for the street weeding group with the Council's Love Where You Live logo printed on the back. Cllr. Barker was asked to advise on size requirements.

**i) To consider taking part in Plastic Free Manningtree, Mistley and Lawford's Local Litter Pick event on 15th /16th May 2021**

**RESOLVED** that the Council lend PACE their 10 litter pickers, all to be collected from Cllr. Tattam by Cllr. Barker. Cllrs. Barker and Dunnett offered to take part in the event on behalf of the Council.

**j) To discuss objection by ECC Heritage to planning application 21/00166/FUL, Replacement of three damaged/rotten benches with four new ones and replacement of one bin, Manningtree Beach**

It was noted that District Cllr. Coley had e-mailed the TDC planning department in support of the Council's planning application. The planning department's final decision was still pending.

**k) To discuss and consider permanent no idling car signs**

The clerk noted that ECC had requested information on the preferred location of these signs. It was **RESOLVED** that a working party be created consisting of Cllrs. Taylor and Tattam to investigate and come up with a proposal.

**l) To consider sponsoring planting project at Manningtree Station**

The clerk was asked to request further information regarding recipient of any grant donation provided as well as details of types of plants to be planted and whether peat free compost will be used.

**m) To consider installing recycling bins in town centre and beach**

**RESOLVED** that the clerk contact the district councillors suggesting that TDC look into providing and installing recycling bins across the district as part of their climate change / environmental initiative.

**176/20 Finance**

**a) To receive the monthly finance report and approve monthly bank reconciliation figures**

The clerk noted that as at the 30th March 2021 the current account held £322.04 and the savings account £18,048.12. The bank reconciliation was approved.

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

**RESOLVED** that the following payments be approved:

<b>Payee</b>	<b>Net £</b>	<b>VAT£</b>	<b>Gross £</b>
Environmental Design (monthly maintenance)	£52.00	£10.40	£62.40
HMRC (End March NI Employer Contribution)	£18.22	£0.00	£18.22
EON (Street lights)	£392.96	£19.65	£412.61
Barclaycard (printing paper, laminating sheets)	£25.39	£0.00	£25.39
EALC (annual subscription)	£293.02	£0.00	293.02
Bradfield Parish Council (shared printer ink)	£104.88	£0.00	£104.88
L Djuve-Wood (Shield, Extraordinary Commt. Eng.)	£15.00	£0.00	£15.00
L Djuve-Wood (salary and expenses)	£701.58	£0.00	£701.58
Webfactory (monthly web hosting fee)	£14.99	£3.00	£17.99
<b>Total:</b>	<b>£1,618.04</b>	<b>£33.05</b>	<b>£1,651.09</b>

**177/20 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

It was noted that the litter pick, no idling signs, Quay Street planting and potential installation of recycling bins and a VAS sign would all have a positive impact on carbon footprint and climate change.

**178/20 Items from councillors to be added to the next agenda**

- a) To receive an update on the return to face to face meetings

**179/20 To note date and time of the next meeting**

The Council's Annual Full Council meeting is scheduled for Thursday 20th May 2021 at 7:30 p.m.

There being no further business the Deputy Mayor closed the meeting at 9.01 p.m.

Signed.....

Dated.....