



# MANNINGTREE TOWN COUNCIL

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

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## **Minutes of the Town Council Meeting held virtually via Zoom on Thursday 10<sup>th</sup> December, 2020 at 7.30 p.m.**

**Present:** Cllr. R. Stocks (Chair) Cllr. M. Taylor  
Cllr. S. Barker Cllr. L. Dunnett  
Cllr. B. Brown  
**In attendance:** District Cllr. A. Coley L. Djuve-Wood (Clerk)

### **107/20 To receive and approve Apologies for Absence**

Apologies were received from Cllrs. L. Lay-Flurrie and S. Tattam and accepted by the Council.

### **108/20 Declarations of interest**

There were none.

### **109/20 Minutes of the town Council meeting held on the 19<sup>th</sup> November 2020 to be approved and signed**

**RESOLVED** that the minutes of the town council meeting held on the 19<sup>th</sup> November 2020 be approved as a correct record and signed by the Chair.

### **110/20 Public participation session with respect to items on the agenda and matters of mutual interest**

There were no members of the public present.

### **111/20 Reports from the District and County Councils**

The Council had received the monthly district and county council reports which had been circulated to all councillors in advance of the meeting. Cllr. Coley provided an update on the current COVID-19 status withing Tendring as well as various planning matters.

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).

### **112/20 Report from Essex Police**

The police report had not been received in time for the meeting. The clerk is to circulate the report upon receipt.

### **113/20 Progress Report from the Clerk**

The clerk noted that there had been no further updates to the clerk's report since it was distributed with the agenda.

### **114/20 Report from other committees and representatives**

Cllr. Taylor had received an e-mail from Age Concern informing her of the next steps required to become a dementia friendly council. She noted that at least 80% of councillors would need to complete the online dementia training session before the council can move on to the next steps.

### **115/20 To consider the following planning applications**

- a) **20/01484/OUT, Construction of medical centre and car parking, Land South of Long Road, Mistley**

**RESOLVED** that the Council object to this planning application for the following reasons:

- The construction of the medical centre in this location will likely reduce visitor numbers to Manningtree. As such the Council is concerned for the town's future viability. Any new medical centre should be built closer to the town centre;
- The route on which the proposed medical centre will be situated is not accessible via public transport and therefore the Council does not consider it to be an accessible location;
- The construction of the medical centre in this location will see the loss of another green belt.

**b) 20/01545/FUL and 20/01546/LBC, Proposed secondary glazing to sash windows on principle elevation and new cast iron grille at pavement level, 18 High Street Manningtree**

**RESOLVED** that the Council does not have any comments on this planning application.

**c) 20/01656/TCA, 2 No. Silver Birch - tidy up and cut back, general tidy up around path. Additional Ivy/Holly – remove, 2 Hilton Close Manningtree**

**RESOLVED** that the Council does not have any comments on this planning application.

**d) 20/01665/TCA, 1 No. Norway maple - reduce sides by up to 2m and crown lift first 5 branches, 1 No. Pseudo acacia - remove lower branches hanging over the road, Kiwiville 18 Railway Street Manningtree**

**RESOLVED** that the Council does not have any comments on this planning application.

**e) 20/01666/TCA, 1 No. Strawberry tree - top to window ledge and trim sides, fir top to gutter height, false laurel top to window ledge and trim sides, 42 High Street, Manningtree**

**RESOLVED** that the Council does not have any comments on this planning application.

#### **116/20 Highways/Environment**

**a) To review the 3-month glyphosate free trial**

**RESOLVED** that after a successful three-month trial of stopping Glyphosate spraying and the Council's volunteer weeding group weeding the town's verges by hand instead, the council would like for the arrangement to be made permanent until such time Glyphosate is phased out by the district and county councils. Having produced and submitted monthly reports and updates to TDC and ECC on the weeding group's progress, Cllr. Barker queried whether reports would have to be submitted on a monthly basis going forward. The clerk is to put in a formal request to District Cllr. Coley and County Cllr. Guglielmi asking for their support in making the arrangement permanent.

**b) To consider replacing dying tree on Quay Street**

Cllr. Stocks noted that the Council had previously decided to not replace the tree with another tree should it be dying, instead replacing it with a shrub. It was also noted that the tree may be dying due to there being concrete underneath the green. The weeding group will investigate by digging into the ground to assess what is underneath before the Council makes a decision on further replacement planting.

#### **117/20 Finance**

**a) To consider and agree the 2021/22 budget and precept as recommended by the Finance Committee**

The draft budget as proposed by the Finance Committee had been circulated in advance of the meeting. The clerk highlighted the following proposals:

- To carry forward £589 from the Beach cost code to allow for a larger sand order in 2021/22;
- To carry forward £1,000 from the Other Grants and Donations cost code;
- To budget £2,000 for a new noticeboard;
- To include a Mayor's Allowance of £400;
- To boost reserves by £709;
- To increase the total precept by 15%, setting the required precept for 2021/22 at £23,503.

It was **RESOLVED** that the budget and precept requirement as recommended by the Finance Committee be approved.

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

The clerk noted that as at the 27th November the current account held £1,545.70 and the savings account £23,047.03. The bank reconciliation was approved.

**c) To authorise costs of planning application for four new benches by Manningtree beach**

The clerk informed the Council that she had been in touch with Tendring District Council regarding the planning application fee. The exact fee cannot be determined until the district council has reviewed the application. A cheque will need to be submitted at that point. The clerk also asked for permission to purchase location and block plans from the government's online planning portal at a cost of between £8 and £17 depending on details and size.

**RESOLVED** that the council authorise the associated costs of the planning application.

**d) To authorise costs of planning application for Quay Street Green project**

The clerk informed the Council that she had been in touch with Tendring District Council regarding the planning application fee. The exact fee cannot be determined until the district council has reviewed the application. A cheque will need to be submitted at that point. The clerk also asked for permission to purchase location and block plans from the government's own planning website at a cost of between £8 and £17 depending on details and size.

**RESOLVED** that the council authorise the associated costs of the planning application.

**e) To approve new payments in accordance with the 2020/21 budget**

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

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
Environmental Design (Nov Maintenance)	£52.00	£10.40	£62.40
Sharon Barker (Bulbs)	£52.09	£0.00	£52.09
Michelle Taylor (Zoom)	£61.20	£0.00	£61.20
EALC (Training)	£50.00	£10.00	£60.00
Line Djuve-Wood (Salary/PAYE)	£727.71	£0.00	£727.71
Webfactory (Website Hosting)	£14.99	£3.00	£17.99
<b>Total Sum:</b>	<b>£957.99</b>	<b>£23.40</b>	<b>£981.39</b>

**118/20 Items from councillors to be added to the next agenda**

a) To discuss plans for the Swift awareness project.

Councillors are requested to e-mail the clerk with any further agenda items they would like discussed at the next meeting.

**119/20 To note date and time of the next meeting**

The next full council meeting is scheduled for Thursday 21st January 2021 at 7:30 p.m.

There being no further business the Mayor closed the meeting at 8.21 p.m.

Signed.....

Dated.....