



MANNINGTREE TOWN COUNCIL

APPROVED

**Minutes of the Town Council Meeting
held in the Methodist Church Hall on
Thursday 21st November, 2019 at 7.30 p.m.**

Present: Cllr. R. Stocks (Chair) Cllr. M. Taylor
Cllr. L. Lay-Flurrie Cllr. S. Tattam
Cllr. K. Blacker Cllr. M. McClarnon

In attendance: County and District Cllr. C. Guglielmi
Lawford Parish Cllr. T. Barrett
Mistley Parish Cllr. P. Nutter
Police Constable R. Kent
Mr D. Baldry, Chairman, Manningtree & District Frankenberg Partnership Association
Mr J Robinson, Chairman, Royal British Legion, Manningtree & District Branch
Mrs S. Robinson, Secretary, Royal British Legion, Manningtree & District Branch
Mrs. L. Djuve-Wood (Clerk)

88/19 To receive and approve Apologies for Absence

Apologies were received from Cllr. Richardson.

89/19 Declarations of interest

There were none.

90/19 Minutes of the Town Council meeting held on the 17th October 2019 to be approved and signed
RESOLVED that the minutes of the Town Council meeting held on the 17th October 2019 be approved as a correct record and signed by the Chair.

91/19 To receive an update on policing matters by Police Constable R. Kent

Cllr. Stocks welcomed PC Kent to the meeting. He started out by giving the council an update on recorded crimes in Manningtree and the surrounding area over the past few weeks. Between the 6th October and 21st November there were 14 recorded crimes in Manningtree, Lawford and Mistley including arson, criminal damage, theft, possession of cannabis, burglary and one robbery.

Cllr. Stocks asked whether PC Kent thought crime was getting worse in the area. He replied that it was difficult to say but that crime is changing with an increase in online crime reported. Cllr. McClarnon expressed concern over the reported robbery, which took place in the High Street. It was noted that robbery is a rare occurrence.

Concerns were also raised over parking issues, particularly cars parking on pavements thereby causing an obstruction to pedestrians.

A question was asked in relation to PC Kent's general route when on duty in the local area. PC Kent responded that whereas he is based in Harwich he comes through this area as often as he can covering Bradfield, Mistley, Manningtree, Lawford, Ardleigh and right up to Colchester.

Cllr. Tattam asked if there are any particular areas the police are currently targeting. PC Kent noted that around Christmas time there is an increased focus on drink driving, particularly in rural areas.

Cllr. Stocks pointed out that there are drug issues in the town. PC Kent said that Essex Police are always grateful for receiving reports of anything members of the public may consider out of the ordinary to aid with intelligence.

92/19 Public participation session with respect to items on the agenda and matters of mutual interest

There were no members of the public present other than the individuals listed in the attendance list.

93/19 To discuss the Civic Reception planned for May 2021 between the three parishes of Lawford, Manningtree and Mistley to celebrate the 50th anniversary of the Frankenberg Partnership

Mr D. Baldry, Chairman of the Manningtree & District Frankenberg Partnership Association gave the council an insight into the history of the Frankenberg Partnership and an update on future visits and meetings. It was agreed that a working group be created to assist in the planning of the Civic Reception and celebration of the 50th Anniversary of the partnership. Frankenberg representatives will be visiting Manningtree and the surrounding area between the 1st and 4th June 2021. The clerk is to liaise with Mr Baldry, Manningtree, Mistley and Lawford Town and Parish representatives and potentially Bradfield Parish Council to arrange a first working group meeting early in March and prior to the Frankenberg Partnership Associations's AGM.

Action: Clerk

94/19 Reports from the District and County Councils

District Councillors A. Coley and V. Guglielmi sent their apologies. A monthly update was provided by County and District Cllr. C. Guglielmi. Full District and County reports are accessible to the public on the town council's website www.manningtreetowncouncil.org.uk.

95/19 Progress Report from the Clerk

69/17 b) To consider applying for a Traffic Regulation Order to review and amend restrictions of the limited parking bays outside Lucca on the High Street Cllr. Guglielmi noted that this is currently under consideration and looks like it may go ahead.

30/19 h) To consider requesting a grant from the Manningtree District Business Chamber towards the planting and watering of the flower tubs. The clerk noted that the Business Chamber has kindly offered to provide the council with a donation covering up to half the cost of the flower tubs.

RESOLVED that the following items be discharged:

79/19 d) To discuss complaint about parking at the top of South Street / Trinity Road and request for residents parking permits

96/19 Report from other committees and representatives

There were none.

97/19 Highways/Environment

a) To consider quotations for the purchase of a replacement litter bin outside the Royal Mail delivery office

The clerk presented the council with quotes for three different bins from Glasdon. **RESOLVED** that the clerk place an order for a green Brunel bin at a cost of £345.00 excl. VAT. Cllr. McClarnon offered to install the new bin upon its arrival.

Action: Clerk

b) To consider quotations for the renewal of the council's maintenance contract

After considering quotations from three different maintenance contractors it was **RESOLVED** that the council renew their contract with their existing contractor as they offered the best value for money.

c) To discuss on-going issues with parking along the narrow stretches on South Street

The clerk noted that the complainant had informed her that Cllr. Guglielmi is arranging a visit to South Street along with a TDC representative. The council will await an update following the visit.

d) To consider replacing street light on Stour Street (no. 9012) on the corner of St Michael's Court

The clerk explained that the street light is of a traditional style and presented the council with various traditional style options recommended by the lighting contractor. **RESOLVED** that the clerk will request quotes for DW Windsor's Iffley and Ely lights.

Action: Clerk

e) To consider request by the Stour Sailing Club for the installation of a lifesaving ring on the wall at the beach front

Having consulted the RNLI guide provided by the Stour Sailing Club it was **RESOLVED** that the council will not invest in a lifesaving ring as Manningtree beach is classed as a "shallow shelving beach" and is therefore not suitable for Public Rescue Equipment.

f) To discuss on-going issues with TDC recycling

Cllr. Lay-Flurrie informed the council that residents at College Court are leaving their recycling and waste outside several days before it is due for collection by TDC. **RESOLVED** that the clerk contact TDC asking them to write to the residents concerned.

Action: Clerk

g) To set a new date for the autumn litter picking session

RESOLVED that this item be deferred to the February meeting for a litter picking date to be set for March / April when the weather is a bit warmer.

98/19 Events

- a) **To consider arranging an event to celebrate and commemorate the 75th Anniversary of VE day over the weekend of 8th May 2020**

RESOLVED that the town council is to partake in arranging celebrations of the VE 75th Anniversary together with the Manningtree & District Branch of the Royal British Legion, whose Chairman Mr J Robinson and Secretary Mrs S Robinson were present at the meeting. The clerk noted that Mistley Parish Council will be discussing whether to take part at their meeting on the 25th November. It was agreed that Cllrs. Tattam, Taylor and Blacker will represent Manningtree Town Council on the working group.

- b) **To consider a request to assist in organising the Fun at the Furze event in 2020**

RESOLVED that Manningtree Town Council will supply one representative to assist with the organisation of the Fun at the Furze event if Mistley Parish Council decides to go ahead at their meeting on the 25th November.

99/19 To consider a request to escalate with ECC water damage issues experienced at Highfields Primary School (in conjunction with Lawford Parish Council)

It was noted that the issues experienced at Highfields Primary School have now been resolved.

100/19 To consider applying for the library building to be listed as an asset of community value

The clerk noted that having read through various guidance documents, buildings where a statutory service is provided may be exempt from being listed as an asset of community value. **RESOLVED** that the clerk will contact TDC requesting clarification on whether or not library buildings are exempt or not.

Action: Clerk

101/19 To consider request to partake in Operation Quasar

RESOLVED that Manningtree Town Council will not partake in Operation Quasar at this point in time due to the costs involved. The clerk is to inform Lawford Parish Council.

Action: Clerk

102/19 To consider updated proposal for the Witches Memorial

RESOLVED that the clerk inform the organiser that Manningtree Town Council supports the new proposal as long as the organiser ensures any planning permission required is sought from TDC and that local residents are also consulted beforehand.

Action: Clerk

103/19 To agree meeting dates for 2020

RESOLVED that the meeting dates for 2020 be agreed and that the council will hold their meetings at the Methodist Church Hall going forward.

104/19 To discuss and agree date to present the Community Engagement Award

RESOLVED that the council would like to hold the award ceremony on Thursday 9th January 2020 at 7 p.m. at the Red Lion. The clerk is to inform the award recipients.

Action: Clerk

105/19 To discuss and consider the purchase of a new and larger noticeboard by the library

RESOLVED that the council will not go ahead with purchasing a larger noticeboard at this point in time. As it is often a struggle to fit all information on the two current noticeboards it was agreed to use the council noticeboard in the Coop going forward for agendas and minutes with the old noticeboard by the library for other information.

106/19 Finance

- a) **To approve monthly bank reconciliation figures**

RESOLVED that the monthly bank reconciliations for October be approved.

- b) **To consider applying for a council credit card in order to be compliant with the new Financial Regulations**

RESOLVED that as the council already bank with Barclays Bank that the clerk look into getting a Barclaycard

Action: Clerk

- c) **To consider an S137 payment to the Royal British Legion Poppy Appeal**

RESOLVED that an S137 donation of £50 be made by the Royal British Legion Poppy Appeal, payable at this meeting.

Action: Clerk

- d) **To approve payments/cheques for signature in accordance with the 2019/20 budget (to be circulated at the meeting)**

RESOLVED that the following payments be approved:

Item	Amount
Monthly Salary & Expenses Mrs L Djuve-Wood	£803.54
Cllr. Tattam EALC Course Expenses	£108.00
Craft Nurseries – Planting of Flower Tubs	£960.00
Environmental Design Grass Cutting	£48.00
Environmental Design Maintenance Litter / Weeding	£62.40
Webfactory monthly fee (By Standing Order)	£17.99
The Crown Estate – Beach Lease Annual Fee	£83.00
Additional Payments:	
Royal British Legion Poppy Appeal S137 Donation	£50.00
Additional Cheques Issued prior to the Meeting:	
The Clean Machine – Litter Pickers	£159.00

107/19 To consider the following planning applications (Can the councillors please visit TDC’s website to look at the planning applications to be considered, and if considered necessary and if possible, visit the site before the meeting)

- a) **19/01521/FUL, Proposed loft extension, balcony extension, replacement windows to front elevation, new roof lights and upper storey window, Dry Dock, 4 Quay Street, Manningtree**
RESOLVED that the Council has no comments to make on this planning application.
- b) **19/01640, 2 No. Pear Trees - Fell, Cumberland House, 50 South Street, Manningtree**
RESOLVED that the Council has no comments to make on this planning application.

108/19 To consider joining the Rural Network Services Rural Market / Towns Group

RESOLVED that the council will not join the Rural Network Services Rural Market / Towns Group.

109/19 Items from councillors to be added to the next agenda

There were none.

There being no further business the Mayor closed the meeting at 9:45 p.m.

Signed.....

Dated.....