



MANNINGTREE TOWN COUNCIL

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

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Minutes of the Town Council Meeting held in the Methodist Church Hall on Thursday 19th March, 2020 at 7.30 p.m.

Present: Cllr. R. Stocks (Chair) Cllr. M. Taylor
Cllr. S. Tattam

In attendance: 1 member of the public

161/19 To receive and approve Apologies for Absence

Apologies were received from Cllr. L. Lay-Flurrie and accepted by the Council. The Clerk was not present due to self-isolating in line with COVID-19 government guidelines.

162/19 Declarations of interest

There were none.

163/19 Minutes of the Town Council meeting held on the 20th February 2020 to be approved and signed
RESOLVED that the minutes of the Town Council meeting held on the 20th February 2020 be approved as a correct record and signed by the Chair.

164/19 Public participation session with respect to items on the agenda and matters of mutual interest

There was one member of the public attending to be considered for co-option.

165/19 To consider candidates for co-option

RESOLVED that Sharon Barker be appointed town councillor. She is to liaise with the clerk to ensure all relevant forms have been completed and signed.

166/19 Reports from the District and County Councils

The Council had received the monthly district report which had been circulated to all councillors. Full District and County reports are accessible to the public on the town council's website www.manningtreetowncouncil.org.uk.

167/19 Report from Essex Police

The monthly police report had been circulated to councillors.

168/19 Progress Report from the Clerk

- **106/19 b) To consider applying for a Council credit card in order to be compliant with the new financial regulations** The clerk have contacted Essex Records Office to establish the incorporation date of the Council which is required to complete the online application
- **149/19 To consider purchasing a defibrillator and discuss possible locations within the town centre** Cllr. Stocks noted that this is no longer needed as a defibrillator has been installed outside the Acorn Charity Shop on the High Street
- **152/19 To consider implementing the "Share My Table" scheme in Manningtree** Cllr. Stocks noted that together with the clerk she had visited all the cafes in the centre of Manningtree, most of whom would like to take part. As the scheme is already in place in Colchester, the clerk had written to Colchester Borough Council asking for a template to aid in producing the "Share My Table" cards.
- **153/19 To set a date for the spring litter picking session** It was noted that the session planned for the 4th April 2020 had been cancelled due to the COVID-19 pandemic.

RESOLVED that the following items be discharged:

149/19 To consider purchasing a defibrillator and discuss possible locations within the town centre

169/19 Report from other committees and representatives

- a) **To receive an update from the VE 75th Celebrations Working Group and**
Cllr. Taylor noted that the celebrations have been cancelled due to the COVID-19 pandemic and the working group disbanded until the new year.
- b) **To receive an update from the Frankenberg Cross Parish Working Group**
Cllr. Stocks had attended a first meeting with the working group. She noted that a trip to Frankenberg is being arranged for October should any of the councillors be interested in going. The working party will be planning a reception for the visitors arriving from Frankenberg in 2021.

Cllrs. Stocks and Taylor had attended this year's High Sheriff's Awards ceremony. There had been several award winners from the Tendring and wider North Essex area.

170/19 To review the Government's current response to COVID-19

RESOLVED that the council will take the following actions at this point in time:

- Register with the Essex Coronavirus Action group. Cllrs. Taylor, Stocks, Tattam and Barker agreed to be added with Cllrs. Taylor, Tattam and Barker listed as volunteers; **Action: Clerk**
- As per EALC guidance devolve decision-making authority to the clerk for urgent matters, in particular payments due, in consultation with councillors.

171/19 To consider the following planning applications

- a) **19/01956/OUT, Variation of condition 4 (Approved Plans) to amend approved layout of application 17/00004/OUT (Approved on appeal APP/P1560/W/17/3176089), Land to the East of New Road, Mistley**

RESOLVED that the Council has no comment on this application.

- b) **20/00046/FUL, Erection of car port, Exchange House, 22, 22A, 22B, 22C South Street, Manningtree**

RESOLVED that the Council has no comment on this application.

172/19 Highways/Environment

- a) **To consider asking TDC to supply another 20 tonnes of sand for Manningtree Beach**
RESOLVED that the clerk is to request another 20 tonnes of sand **Action: Clerk**
- b) **To consider putting forward a THLP application for a dropped kerb outside Tesco**
RESOLVED that the Council will not put forward a THLP application for a dropped kerb outside Tesco due to there being a car park on the opposite side.

173/19 To consider taking part in the RCCE 2020 Essex Village of the Year competition

RESOLVED that the Council will not take part.

174/19 To consider responding to TDC road closure applications

RESOLVED that the Council has no comments.

175/19 To consider moving the Annual Parish Assembly to May

RESOLVED that the Annual Parish Assembly be moved to May going forward to take place on the same date as the Annual Town Council meeting.

176/19 Finance

- a) **To set a date for the next Finance Committee meeting**
RESOLVED that the next Finance Committee meeting be provisionally scheduled for Thursday 7th May 2020 depending on COVID-19 government guidelines at the time.
- b) **To approve monthly bank reconciliation figures**
RESOLVED that the monthly bank reconciliations be approved.
- c) **To consider using the Council's bank account for all expenses and income from the VE 75th celebrations**
RESOLVED that the agenda item is no longer relevant due to the cancellation of the event.
- d) **To consider paying for St John Ambulance staff to be present at the VE 75th celebrations**
RESOLVED that the agenda item is no longer relevant due to the cancellation of the event.
- e) **To consider sharing a new printer / scanner with Bradfield Parish Council**

RESOLVED that the Council is happy to share a new printer with Bradfield Parish Council as the old printer / scanner is no longer functioning properly.

f) To approve payments/cheques for signature in accordance with the 2019/20 budget

RESOLVED that the following payments be approved:

| Item | Amount |
|---|---------------|
| Staff Monthly Salary & Expenses | £712.67 |
| Cllr. Taylor (car miles) | 35.10 |
| Environmental Design Maintenance Litter / Weeding | £62.40 |
| A&J Lighting | £121.14 |
| Webfactory monthly fee (By Standing Order) | £17.99 |

177/19 Items from councillors to be added to the next agenda

There were none.

178/19 To note date and time of the next meeting

The next meeting is scheduled for Thursday 16th April 2020 at 7:30 p.m. in the Manningtree Methodist Church Hall (this is subject to cancellation depending on the government's response to the COVID-19 situation).

There being no further business the Mayor closed the meeting at 8:15 p.m.

Signed.....

Dated.....