



# MANNINGTREE TOWN COUNCIL

Unapproved

## Minutes of the Annual Town Council Meeting held in the Community Room on Thursday 21<sup>st</sup> May, 2015 at 7.30 p.m.

**01/15 Present:** Cllr. M. Morsley (Mayor) Cllr. L. Lay-Flurrie (Deputy Mayor)  
Cllr. J. Charlesworth Cllr. G. Guglielmi  
Cllr. P. Hughes-Stanton

**In attendance:** Ms. R. Creed (Harwich & Manningtree Standard)  
Mrs. W. Saint-James (Clerk)

### **02/15 Delivery by councillors of their Declaration of Acceptance of Office and Declaration of Acceptance of the Code of Conduct**

All the forms were duly signed and returned to the clerk.

### **03/15 Election of the Mayor (Chairman of the Council)**

Cllr. Lay-Flurrie proposed Cllr. Morsley and this was seconded by Cllr. Hughes-Stanton. There being no other nominations Cllr. Morsley was elected Mayor and signed the Declaration of Acceptance of Office. He then proposed a vote of thanks to Cllr. Lay-Flurrie for all her work over the past year and this was agreed unanimously.

### **04/15 Apologies for absence**

Apologies were received from District Cllr. Coley.

### **05/15 Election of Officers**

a) Deputy Mayor

Cllr. Lay-Flurrie elected, proposed by Cllr. Hughes-Stanton and seconded by Cllr. Charlesworth

b) Representative to Essex Association of Local Councils

This post was left open and would be considered again at the next meeting **Action: Clerk**

c) Two representatives to Tendring Association of Local Councils

Cllr. Guglielmi and Cllr. Charlesworth elected, proposed by Cllr. Hughes-Stanton and seconded by Cllr. Lay-Flurrie

d) Two representatives to the Cemetery Committee

These posts were left open and would be considered again at the next meeting **Action: Clerk**

e) Representative to the Manningtree Association of Commerce, Culture and Community

Cllr. Lay-Flurrie elected, proposed by Cllr. Charlesworth and seconded by Cllr. Hughes-Stanton

f) Representative to the Tendring Older People's Forum

Cllr. Lay-Flurrie elected, proposed by the Mayor and seconded by Cllr. Hughes-Stanton

g) Representative to the Frankenberg Partnership

Cllr. Lay-Flurrie elected, proposed by Cllr. Charlesworth and seconded by Cllr. Hughes-Stanton

h) Two Representatives to the Stour and Orwell Estuaries Management Committee

Cllr. Hughes-Stanton elected, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Guglielmi

Cllr. Lay-Flurrie elected, proposed by Cllr. Hughes-Stanton and seconded by Cllr. Guglielmi

i) Representative to the Essex and South Suffolk Community Rail Partnership

Cllr. Charlesworth elected, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Hughes-Stanton

j) Representative to the Parish Passenger Transport Group

Cllr. Charlesworth elected, proposed by the Mayor and seconded by Cllr. Lay-Flurrie

k) Representative to the 3 Parishes PCSO Committee

The Mayor elected, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Guglielmi

Cllr. Guglielmi proposed that the clerk should write to Chief Inspector Russ Cole to request an update and the strategy for the local police to continue their dialogue with the general public. Cllr. Guglielmi would send his contact details to the clerk. **Action: Cllr. Guglielmi/Clerk**

l) Representative to the Three Parishes Trust

Cllr. Charlesworth elected, proposed by the Mayor and seconded by Cllr. Lay-Flurrie

m). Salt Monitor

Cllr. Lay-Flurrie offered to ask a local resident, Mr. A. Double, to take on this role.

**Action: Cllr. Lay-Flurrie**

n) Tourism representative

Cllr. Hughes-Stanton elected, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Guglielmi

o) Tree Warden

The Mayor elected, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Hughes-Stanton

p) Representative to the Foundry Court Steering Committee

This post was left open and would be considered again at the next meeting

**Action: Clerk**

q) Planning Committee

It was proposed by the Mayor, seconded by Cllr. Lay-Flurrie and agreed unanimously that all councillors should remain on the Planning Committee. It was further proposed by the Mayor, seconded by Cllr. Lay-Flurrie and agreed unanimously that the council devolve powers of decision-making to the Planning Committee.

### **06/15 Minutes of the previous meeting**

The minutes of the meeting held on 16<sup>th</sup> April, having been circulated previously, were approved.

Proposed by Cllr. Lay-Flurrie, seconded by Cllr. Hughes-Stanton and signed by the Mayor.

### **07/15 Declarations of interest**

There were no declarations of interest.

### **08/15 Open Session**

There were no members of the public present.

### **09/15 Reports from the District and County Councils**

Cllr. Guglielmi reported from the District Council that, following the election, there are no political parties with an overall majority and discussions are taking place to establish a working coalition; on 10<sup>th</sup> May an Open Day was staged at Manningtree Sports Centre; and over 1,000 cyclists took to the saddle again and headed off from Dovercourt Bay Lifestyles in Low Road on 17<sup>th</sup> May for the Tour of Tendring. Cllr. Guglielmi reported from the County Council that there is a new ECC Assets Website to allow residents to search publicly owned land and buildings; the Young Essex Assembly is encouraging schools to sign up to its 'Green Pledge Award' scheme following the launch of a new food waste campaign, 'Shrewd About food'. On 23<sup>rd</sup> May the Essex Record Office will be hosting an anniversary event to celebrate the 800<sup>th</sup> anniversary of the granting of the Magna Carta; and 23,000 Essex residents are to be offered support to get active through the 'Let's Get Moving' service.

### **10/15 Matters arising from the minutes**

**82/06 Public access at Mistley Quay** Cllr. Guglielmi reported that TWL have now paid £6,600 in costs to the District Council.

#### **105/12 To consider traffic calming measures in Station Road and Manningtree High Street**

It was agreed that Cllr. Guglielmi would progress chase this item and the council would also write.

**Action: Cllr. Guglielmi/Clerk**

**123/12 Provision of yellow lines along Colchester Road** A notice had been received from the North Essex Parking Partnership confirming that the double yellow lines would be introduced in the near future.

**23/13 (b) Request to Mistley PC to ask ECC Highways for weight restriction signage at Trinity Road** Cllr. Guglielmi reported that the weight restrictions were still in place for this road and that if a heavy vehicle was seen using it by members of the public they should take the registration number and report it to the police.

**29/14 (a) Draft Emergency Plan** This would be circulated once details of new councillors from all three councils were received.

**48/14 To request the North Essex Parking Partnership to extend the double yellow lines in the High Street from The Crown Hotel to the Manningtree War Memorial** The clerk was asked to progress chase this item and also write to ECC Highways to request that the white lines along the High Street be re-marked.

**Action: Clerk**

**69/14 The Council's website** The clerk summarised the report a copy of which was in the correspondence wallet.

**112/14 Project at Mill Lane/Brook Street to utilise S106 funds** Cllr. Lay-Flurrie explained that she is in constant contact with TDC officers regarding this item and passed round plans of the existing site and the proposals she intends to submit to TDC for approval.

**Action: Cllr. Lay-Flurrie**

**128/14 To discuss and consider solutions to the problem of deteriorating footpaths in Manningtree** Cllr. Guglielmi reported that he had both written to and met with Mike Thomson to discuss

this and he had also submitted all the photographs taken of the defects. Several of the problems were on Highways' works schedule and Mr. Thomson would investigate when they would be completed. Cllr. Guglielmi would also attend Cllr. Bass and Cllr. Johnson's surgeries to highlight the problem.

**Action: Cllr. Guglielmi**

**140/14 To consider concerns raised by District Cllr. Patten regarding the quality of Abellio Greater Anglia's rail service and strategic issues about the impact Manningtree Station is having on the local area. These issues will be discussed at a meeting between Abellio and Essex County Council on 19<sup>th</sup> January which the Manningtree Councillors are invited to attend.** Cllr. Guglielmi reported that this issue needs to be brought up to Europe level as it is not possible to find the kind of funding required locally. Our MP, Bernard Jenkin, is aware of the problem and the need to find a solution.

**155/14 To agree a project, for consideration by the Highways Panel, to condense the town's road signage onto fewer posts.** Cllr. Guglielmi confirmed that he has submitted this to the Local Highways Panel for validation and that their next meeting is in June.

**157/14 To consider re-siting the bench that used to be situated at York Street** Cllr. Lay-Flurrie reported that she is still in liaison with Steven Rose over this and that he will collect the bench and re-site it along the Riverbank when he is ready.

**174/14 (a)(iii) Report on Recycling** The clerk was asked to invite April Dale along to the next convenient meeting to give the council an update.

**Action: Clerk**

**185/14 S137 payment for the Dedham Vale Community Bus**

**Item Discharged**

**186/14 S137 grant to Stour Sailing Club**

**Item Discharged**

**188/14 (a)(i) Letter to the M.P. re. E.on's price increase** A holding letter has been received from Bernard Jenkin.

**188/14(a)(ii) Co-option of two members**

**Item Discharged**

### **11/15 Report from the Planning Committee**

As everyone present had attended the Planning Committee meeting held prior to this one Cllr. Morsley's report was taken as read. Please see the Planning Committee Meeting minutes for full details.

### **12/15 Reports from Representatives on other committees**

a). Cllrs. Guglielmi and Lay-Flurrie had attended the launch of the new Community Bus.

### **13/15 To approve the Town Council's accounts for 2014/15**

The accounts were approved unanimously, proposed by Cllr. Guglielmi and seconded by Cllr. Lay-Flurrie and the Mayor and Clerk signed and dated the Annual Return.

**Action: Clerk**

### **14/15 To approve the council's Annual Governance Statement for 2014/15**

This was approved unanimously, proposed by Cllr. Guglielmi and seconded by Cllr. Lay-Flurrie and the Mayor and Clerk signed and dated the Annual Governance Statement.

**Action: Clerk**

### **15/15 To consider the continuing use of the Market Place for parking now that Tesco are not building a store in Manningtree**

Following a discussion it was proposed by Cllr. Charlesworth, seconded by Cllr. Lay-Flurrie and agreed unanimously that the council should write to Parking Services to request that the Market Place be closed for parking on Sundays.

**Action: Clerk**

### **16/15 To agree the co-option of two councillors**

The Clerk explained that, due to insufficient nominations in the recent parish council elections the council had until 25<sup>th</sup> June to co-opt two members. She was asked to put the notice of casual vacancies on the noticeboards and advertise the vacancies in the local press. Interviews would be arranged prior to the next council meeting.

**Action: Clerk**

### **17/15 To set the level of allowances to councillors following the Parish Independent Remuneration Panel Review for May, 2015**

It was agreed unanimously that the previous policy of not awarding expenses to councillors be retained.

**Item Discharged**

### **18/15 To consider participating in the Marine Conservation Society Beach Clean-up**

Cllr. Lay-Flurrie explained that she has always organised the annual beach clean-up but asked that another councillor take charge this year. It was agreed that the literature should be circulated and the matter discussed again at the next meeting.

**Action: Councillors**

### **19/15 To approve the following for payment:**

Aon UK Limited (Council Insurance)

: £633.01

Miss V. Pretty (Internal Audit)	:	£35.00
EALC (Affiliation fees for 2015/16)	:	£239.03
Mrs. W. Saint-James: Block and site plans for planning application	:	£25.92
W. Saint-James: Planning Application and postage charge	:	
for new town sign	:	£194.79
Annual subscription to LCR magazine	:	£17.00

Plus a standing order payment to Colne Housing for £200 for Community Room hire. Proposed by Cllr. Lay-Flurrie and seconded by Cllr. Charlesworth.

The Clerk reported that a cheque in the sum of £752.26 had been received from Mistley Parish Council which was Manningtree's proportion of the cemetery surplus.

### 20/15 Correspondence

a). The following matters were brought to the Councillors' attention:-

i). Email from Lawford Parish Council regarding a social media course. Following a discussion the councillors decided not to participate in this course.

**Action: Clerk**

ii). Letter from Stour Sailing Club.

b). Some mail had been received post-agenda and included in the correspondence wallet:-

Correspondence re. Essex Saver fare increase; Cllr. Guglielmi's reports from the District and County Councils; website report; literature regarding the Marine Conservation Society Beach clean-up.

There being no further business the Mayor closed the meeting at 9:10 p.m.

Signed.....

Dated.....