



# MANNINGTREE TOWN COUNCIL

APPROVED

Minutes of the Town Council Meeting  
held in the Community Room on  
Thursday 20<sup>th</sup> October, 2016 at 7.35 p.m.

**Present:** Cllr. M. Morsley (Chair) Cllr. R. Stocks  
Cllr. P. Hughes-Stanton Cllr. L. Lay-Flurrie  
Cllr. J. Charlesworth Cllr. H. Jones

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

## 68/16 Apologies for Absence

Apologies were received from Cllr. M. Taylor.

## 69/16 Minutes of the previous meeting

**RESOLVED** that the minutes of the meeting held on 15<sup>th</sup> September, having been circulated previously, be approved as a correct record and signed by the Chair.

## 70/16 Declarations of interest

There were no declarations of interest.

## 71/16 Public Participation Session

There were no members of the public present.

## 72/16 Reports from the District and County Councils

County Cllr. C. Guglielmi was not present. District Cllr. A. Coley stated that the District report will be available within the next few days. The report will be circulated once received by the clerk.

## 73/16 Progress Report from the Clerk

**112/14 Project at Mill Lane / Brook Street to utilise S106 funds** The clerk reported that the S106 payment has been received from TDC.

**154/15 To discuss alternative salt storage options in light of planning application at 37 Stour Street** The clerk is in the process of recruiting more salt volunteers.

**61/16 b) To consider a request from Manningtree & District British Legion to replace cobbles by War Memorial, levelling the area instead** Having considered the request further the clerk was asked to contact the Royal British Legion and inform them that the council does not support the levelling of the cobbles surrounding the War Memorial. The council feels that the levelling would detract from the appearance of the Memorial and propose that the Royal British Legion consider using a temporary covering to make the Memorial less uncomfortable to stand on. **Action: Clerk**

## **RESOLVED that the following items be discharged:**

112/14 Project at Mill Lane / Brook Street to utilise S106 funds

136/15 To discuss the potential replacement of the current webmaster

151/15 To consider any further action to be taken regarding increased crime in Manningtree

152/15 To discuss the new Transparency Code 2015 for smaller authorities

14b/16 The Mayor to report on scheduled electricity works in the High Street

17/16 To discuss introducing councillor ID cards

29/16 a) To discuss joint initiative with Lawford and Mistley PC's to consider traffic calming measures and weight restriction signage in the area

65/16 a) The clerk to report on the completion of the Annual Audit for the year ended 31<sup>st</sup> March 2016

## 74/16 Report from the Planning Committee

A Planning Meeting was held prior to the Full Council meeting. Separate minutes have been issued for this meeting.

## 75/16 Reports from Representatives on other committees

Cllr. Charlesworth attended the latest TDALC meeting. Travellers are causing problems in the Tendring area although this does not particularly affect Manningtree.



## 76/16 Highways/Environment

### a) To discuss Cllr. Morsley's tree report

Cllr. Morley noted that the left-hand tree on Quay Street is dying and needs attention. He suggested using some of the remaining S106 funds as well as applying for TDC's Tree Planting grant on a project to remove the existing tree, replacing it with one or more new trees, possibly memorial ones. Cllr. Morsley agreed to take charge of this project and liaise with Mr Clive Dawson. **Action: Cllr. Morsley**

### b) To consider TDC's Tree Planting Programme for 2016/17

As per the above, Cllr. Morsley suggested applying for a grant from TDC's Tree Planting Programme to aid with the costs of replacing the dying tree on Quay Street. The application needs to be lodged with TDC by the 28<sup>th</sup> October 2016. **Action: Cllr. Morsley**

### c) To discuss the replacing of oak posts on South Street

The clerk was asked to obtain quotes from three different parties to ascertain the cost involved in replacing the posts. **Action: Clerk**

## 77/16 To consider nominations for the Community Engagement Award (item 64/16)

All councillors to think of suitable candidates in time for the next meeting.

**Action: All**

## 78/16 Finance

### a) The clerk to report on the completion of the Annual Audit for the year ended 31<sup>st</sup> March 2016

**RESOLVED** that the Annual Audit has been approved and signed by the external auditor and that copies of the report have been displayed on the noticeboard and on the website.

### b) To consider an S137 payment to Marie Curie

**RESOLVED** that an S137 donation of £50 is to be given to Marie Curie, payable at this meeting.

### c) To approve monthly bank reconciliation figures

**RESOLVED** that the monthly bank reconciliation figures be approved.

### d) To approve payments/cheques for signature in accordance with the 2016/17 budget:

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

Item	Amount
Monthly salary Mrs L Djuve-Wood (including expenses)	£587.64
Monthly website costs Dr B Saint-James September	£71.50
Webfactory Monthly Fee October	£17.99
Colne Housing Room Hire September	£33.00
Line Djuve-Wood (Reclaim software and laptop purchased for council)	£687.06
Line Djuve-Wood (Reclaim ink purchased for council printer)	77.90
E.On - Street Lighting	£274.83
A&J Lighting (Repair street light on North Street)	£222.00
Environmental Design (grass cutting September)	£24.00
PKF Littlejohn LLP (Annual Return)	£120.00
Braiswick Photographic Co Ltd (Cllr. ID cards)	£117.60
Information Commissioner (Data Protection)	£35.00
<b>With Additional Payments to:</b>	
Marie Curie (S137 payment)	£50
<b>Also, the following payments were made prior to the meeting:</b>	
HMRC Quarterly income tax	£167.53

## 79/16 Consultations and Surveys

### a) To consider responding to the 2017/18 Local Government Finance Settlement Technical Consultation

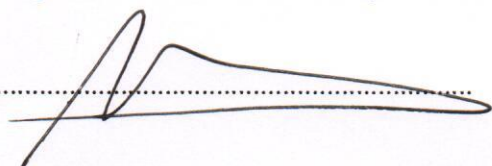
**RESOLVED** that the clerk respond to section 3.3 Council Tax Referendum Principles for Parish and Town Councils expressing the council's concerns regarding the proposal to bring local councils in line with principal councils by requiring them to hold a referendum if increasing their precept by more than 2%.

## 80/16 Items from councillors to be added to the next agenda

There were none.

There being no further business the Mayor closed the meeting at 8.35 p.m.

Signed.....



Dated.....

17/11/16