



MANNINGTREE TOWN COUNCIL

The Manningtree Town Councillors are hereby summoned to the Town Council Meeting to be held at The Community Room, Foundry Court, Colchester Road on Thursday, 21st September, 2017 at 7:30 p.m.

AGENDA

1. **Apologies for Absence**
2. **Welcome new councillor, Mr Marcel McClarnon, to the Council**
3. **Amended minutes of the full council meeting held on 15th June to be approved and signed, minutes of the full council meeting held on 20th July to be approved and signed (Appendix 1 & 2)**
4. **Declarations of Interest**
5. **Public participation session with respect to items on the agenda and matters of mutual interest**
6. **Reports from the District and County Councils**
7. **Progress report from the Clerk with matters arising from the minutes (Appendix 3)**
8. **Report from the Planning Committee**
9. **Reports from representatives on other committees**
10. **Highways/Environment**
 - a) To consider 3 x quotes for maintenance of benches, signs and railing
 - 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
 - c) To consider purchasing a portable Speed Indicator Device for the town
 - d) To consider applying for TDC's Tree Planting Grants Programme 2017/18 (**Appendix 4**)
 - e) To consider request from resident to put the urgent need to repaint the town's two pedestrian crossings permanently on the agenda until the matter has been dealt with by Essex Highways
11. **Constitution**
 - a) To appoint officers to the following positions:
 - i. TDC Parish and Town Council Community Resilience representative
 - ii. Stour and Orwell Estuaries Management Committee representative
 - iii. Personnel Committee
12. **To discuss concerns raised by a member of the public regarding a lack of visibility and quality of policing within Manningtree**
13. **To consider nominations for the Community Engagement Award for 2017/18**
14. **Finance**
 - a) The clerk to report on the completion of the Annual Audit for the year ended 31st March, 2017
 - b) To review TDC's special expense form for 2018/19 (**Appendix 5**)
 - c) To consider an S137 payment to Essex & Herts Air Ambulance in the sum of £50 in accordance with the budget (**Appendix 6**)
 - d) To nominate a new signatory to the Council's bank accounts to replace Ms. Hughes-Stanton
 - e) To approve monthly bank reconciliation figures for end of August (**Appendix 7**)

- f) To approve payments/cheques for signature in accordance with the 2017/18 budget:

| Item | Amount |
|--|---------------|
| Monthly salary Clerk Aug and Sep (including expenses) | £1,096.78 |
| Environmental Design (maintenance August) | £62.40 |
| Environmental Design (grass cutting June) | £48.00 |
| Environmental Design (grass cutting July) | £48.00 |
| HMRC National Insurance Contribution | £51.25 |
| Plus standing order payment to Webfactory | £17.99 |
| In addition, the following payments were made during August | |
| EALC Data Protection Regulation Course (clerk attending) | £45.00 |
| Colne Housing (Community Room Hire) | £16.50 |
| Environmental Design (maintenance July) | £62.40 |
| NALC Membership | £17.00 |
| CPRE Membership | £36.00 |

15. Consultations and Surveys

- a) To discuss TDC's proposed Community Governance Reviews (**Appendix 8a & b**)
- b) To consider responding to Affinity Water's Draft Drought Management Plan 2017 consultation (**Appendix 9**)
- c) To consider responding to Essex Highways' Service Delivery survey (**Appendix 10**)
- d) To consider responding to ITV News Anglia's Youth Services in the Anglia Region survey (**Appendix 11**)

16. Items from councillors to be added to the next agenda

SignedClerk to the Council

Dated 15th September, 2017