



MANNINGTREE TOWN COUNCIL

APPROVED

**Minutes of the Town Council Meeting
held in the Community Room on
Thursday 18th January, 2018 at 7.30 p.m.**

Present: Cllr. R. Stocks (Chair)
Cllr. H. Jones
Cllr. J. Charlesworth

Cllr. L. Lay-Flurrie
Cllr. M. McClarnon

In attendance: 1 member of the public

Mrs L. Djuve-Wood (Clerk)

132/17 Apologies for Absence

Apologies were received from Cllrs. M. Taylor and S. Richardson.

133/17 Minutes of the previous meeting

RESOLVED that the minutes of the meeting held on 14th December 2017, having been circulated previously, be approved as a correct record and signed by the Chair.

134/17 Declarations of interest

Cllrs. McClarnon and Jones declared a personal interest in agenda item 11 (minute reference 142/17).

135/17 Public Participation Session

Mel Winning provided the council with information on the future plans for the Vintage Market. She would like to extend the Vintage Market along South Street so that it runs from approximately Jewson up to the junction of Stour Street. She has also been given permission to use the Masonic Hall which will allow for an extra 15 tables. Along with the South Street extension this should allow for a total of 47 stalls. 35 stalls will need to be booked per market day to break even. Any profit will mainly be added to a contingency fund although there will be some paid helpers on the day. The Business Chamber is taking on responsibility for applying for the necessary road closures. She is hoping to attract dealers from London and will be producing flyers and banners as well as advertising on the Vintage Market website, twitter feed and facebook page. There is some concern regarding public liability insurance, which many traders do not have, as you cannot purchase a 1-day insurance policy. Mrs Winning is currently investigating this further. She is hoping the council will be supportive of the market and its plans for expansion.

136/17 Reports from the District and County Councils

District and County reports are accessible to the public on the town council's website www.manningtreetowncouncil.org.uk.

137/17 Progress Report from the Clerk

133/15 To consider initiating a campaign to persuade ECC to repair the deteriorating roads and paths in Manningtree Councillors are meeting with a representative from ECC Highways to discuss options for South Street on Friday 26th January 2018.

124/17 To consider request for street lights to be turned off during night time hours Time clocks can be fitted to individual street lights at approximately £85 per unit, ensuring lights go off and back on again at selected times. The clerk is awaiting an e-mail from ECC Highways explaining the legal process of turning street lights off.

RESOLVED that the following items be discharged:

69/17 a) To consider 3 x quotes for maintenance of benches, signs and railing

105/17 To discuss ownership of the youth shelter

138/17 Report from the Planning Committee

There was no planning meeting this month.

139/17 Reports from Representatives on other committees

Cllr. Charlesworth attended the TDALC meeting. NALC has established that clerks or town councillors cannot be data protection officers due to conflict of interest, non-independence and lack of knowledge of

laws. EALC is looking into whether it's possible to set up a bank of qualified people that town councils can make use of for a small fee.

There was some discussion surrounding Highways and planning applications. Highways have the ability to block applications but this is seldom used. Whereas previously the regulations stated that development should only be prevented on transport grounds when the impact of the development is significant, they now state that it should only be prevented if the impact is severe. This makes it very difficult for planning to be held up on highways grounds.

Finally, it was noted that Highways will now only repair potholes if at statutory depth.

140/17 Highways/Environment

a) To discuss issues with HGV's driving up South Street and consider proposals of restricted parking along certain stretches of the road

The councillors are meeting an ECC Highways representative on Friday 26th January 2018 to discuss the resurfacing of South Street. **RESOLVED** that the councillors also discuss options regarding limiting HGV's driving up South street and restricted parking.

b) To consider further proposals for the Traffic Regulation Order application to review and amend restrictions of the limited parking bays outside Lucca on the High Street (item 69/17b)

RESOLVED that the council will not make any changes to the original proposal. The clerk will complete the application and e-mail it to councillors prior to submitting. **Action: Clerk**

c) To consider floating pontoon proposal

RESOLVED that the clerk is to invite Mr Tim Goodwin, Commodore of the Stour Sailing Club, to the next council meeting to discuss their views on installing a floating pontoon. **Action: Clerk**

d) To agree design of new bench to replace the rotten bench on South Street (122/17)

RESOLVED that the clerk is to order the Lowther Seat at £540.00 (including VAT) and plaque for The Green on South Street along with one Stanford Bench at £1016.74 (including VAT) for Market Cross. **Action: Clerk**

e) To discuss the recent vandalism on Quay Street and Manningtree beach

RESOLVED that the clerk will instruct Environmental Design to repair the two benches and replace the three vandalised trees with one more established tree of their recommendation which is to be planted on the right-hand side of the larger tree. **Action: Clerk**

141/17 To discuss the New Data Protection Regulation Legislation requirements effective 25th May 2018

The council will most likely have to appoint an independent Data Protection Officer although clear guidelines regarding specific requirements have still not been issued. **RESOLVED** that the Data Protection requirements will be discussed further when the council receives proper guidelines.

142/17 To discuss ways in which the council can support the Vintage Market

RESOLVED that the council supports the expansion of the Vintage Market.

143/17 Finance

a) To consider an S137 payment towards the Dedham Vale AONB and Stour Valley Projects

RESOLVED that an S137 grant in the sum of £50 be given towards the Dedham Vale AONB and Stour Valley Projects, payable at the next meeting once the clerk has been given proper payment instructions from the recipient. **Action: Clerk**

b) To approve monthly bank reconciliation figures for end of December

RESOLVED that the monthly bank reconciliation figures be approved.

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

RESOLVED that the following payments be approved:

Item	Amount
Monthly salary Clerk (including expenses)	£558.20
Environmental Design (monthly maintenance)	£62.40
Colne Housing (Room Hire December)	£11.00
SLCC Membership	£115.00
TDALC Affiliation Fee	£5.00
Environmental Design (Other Maintenance / Repair, Watering)	£2,552.40
A.R Fabb Bros Ltd (Mayoral bar 2017)	£46.80
Plus standing order payment to Webfactory	£17.99
With additional payments to:	
ALCC Membership	£30.00

144/17 Consultations

- a) **To consider responding to TDC's North Essex Garden Communities Issues and Options Consultation**

RESOLVED that the council will not respond to this consultation.

145/17 Items from councillors to be added to the next agenda

There were none.

There being no further business the Mayor closed the meeting at 9.28 p.m.

Signed.....*R. S. Stock*.....

Dated.....*18.2.18*.....