



# MANNINGTREE TOWN COUNCIL

APPROVED

Minutes of the Town Council Meeting  
held in the Ball Room on  
Thursday 13<sup>th</sup> December, 2018 at 7.30 p.m.

**Present:** Cllr. R. Stocks (Chair) Cllr. L. Lay-Flurrie  
Cllr. M. Taylor  
**In attendance:** District Cllr. A. Coley Mrs. L. Djuve-Wood (Clerk)  
4 members of the public

## 110/18 Apologies for Absence

Apologies were received from Cllrs. M. McClarnon, S. Richardson and J. Charlesworth.

## 111/18 Minutes of the previous meeting

**RESOLVED** that the minutes of the meeting held on 15<sup>th</sup> November 2018, having been circulated previously, be approved as a correct record and signed by the Chair.

## 112/18 Declarations of interest

There were none.

## 113/18 Public Participation Session

There were four members of the public present including a member of the Manningtree Museum, all providing the council with their views on the potential closure of the Manningtree library. The general consensus was that the closure of the library would be a real loss to the local community. The library has a unique location being situated on the Essex / Suffolk border and most likely serves all surrounding parishes as well as Manningtree. If the library closes the nearest tier one Tendring library will be in Clacton.

Various members of the community are currently campaigning to keep the library open. The alternative to a potential closure would be for a community group / organisation to run and manage the library. It was pointed out that the library is not just used to borrow books but is also providing people with access to a PC and the internet, DVD rentals and is used regularly by several local groups as a meeting place.

Manningtree Museum is also located within the library building and are renting a room at the back paying a peppercorn rent. They are very concerned about what the future holds for the museum should the library close. The museum is a charity and are funded by small parish council grants, donations and fund raising. The museum would be a willing partner to any arrangement proposed by the community but would not be in a position to lead such an enterprise.

One member of the public put forward a proposal for the council to hold ECC to account via their Chairman John Jowers. This could not be voted on at the meeting as it was not on the agenda. The member of the public asked for the item to be added to the council's January agenda.

## 114/18 To discuss the proposed potential closure of Manningtree Library and to consider responding to the Essex Library Strategy Consultation

**RESOLVED** that a joint meeting is to be arranged between Manningtree Town Council, Mistley Parish Council and Lawford Parish Council to discuss this further.

**Action: Clerk**

## 115/18 Reports from the District and County Councils

District Cllr. Coley was present and provided the council with an update from TDC. Full District and County reports are accessible to the public on the town council's website [www.manningtreetowncouncil.org.uk](http://www.manningtreetowncouncil.org.uk).

## 116/18 Progress Report from the Clerk

**127/17 To discuss the new Data Protection Regulation requirements effective 25<sup>th</sup> May 2018**  
The council's PAYE system will need to be reviewed in the near future.

**Action: Clerk**

## 117/18 Reports from Representatives on various committees

There were none.

## 118/18 Highways/Environment

### a) To consider request for a memorial bench

**RESOLVED** that the council is happy for a memorial bench to be added to the Riverbank. As the land belongs to TDC and is maintained by the Environment Agency they will need to be contacted to seek proper permission.

**Action: Cllr. Lay-Flurrie/Clerk**

### b) To discuss the current 24-hour opening hours of the TDC Market Place car park

District Cllr. Coley offered to speak to the relevant department at Tendring District Council regarding this issue to try and come to an agreement.

### c) To set three dates for 2019 litter picking sessions

**RESOLVED** that the three litter picking session in 2019 will be held on 9<sup>th</sup> March, 8<sup>th</sup> June and 12<sup>th</sup> October.

### d) To consider purchasing a speed indicator device for the town (item 69/17 c) and to discuss the results of the speed survey

**RESOLVED** that the item be deferred to the January meeting.

### e) To consider offer and location of Commonwealth Tree donated by HM the Queen from her estate

**RESOLVED** that the council would like to accept the tree and that it will be planted on Quay Street sometime in early Spring along with a plaque to commemorate the 100 years since the end of WW1.

The clerk is to invite the press along.

**Action: Clerk**

## 119/18 To consider introducing council surgeries

**RESOLVED** that the item be deferred to the January meeting.

## 120/18 To discuss the Tendring Community Safety Partnership

**RESOLVED** that the item be deferred to the January meeting to allow councillors to have a look at the website [www.safercommunitiestendring.co.uk](http://www.safercommunitiestendring.co.uk)

## 121/18 To consider changing the date for the Town Council's Annual Parish meeting due to the upcoming elections

The clerk informed the councillors that EALC has advised that it is not considered good practice to hold the annual assembly during the Purdah period leading up to an election. **RESOLVED** that the annual assembly will be held in March prior to the March full Council meeting which will now both take place on Thursday 14<sup>th</sup> March 2019.

## 122/18 To consider any significant planning applications received

The council considered 18/01867/FUL, Proposed building containing two one-bedroomed apartments, Land to the rear of 14 to 18 South Street, Manningtree. **RESOLVED** that the council has no comment to make on the application.

## 123/18 Finance

### a) To agree the final budget for 2019/20

**RESOLVED** that

- £1,000 be added towards potential 2019 election expenses;
- the precept is to be set at £17,800 which is an increase of 5% to Band D property tax. This is deemed necessary to recover the 60% decrease in TDC LCSST grant and to cover an increase in various existing and potential new expenses. The remainder of expenses are to be covered using reserves;
- the budget be approved subject to the above changes.

### b) To approve monthly bank reconciliation figures

**RESOLVED** that the bank reconciliation is to be approved.

c) To approve payments/cheques for signature in accordance with the 2018/19 budget:

*RESOLVED that the following payments be approved:*

| Item  | Amount    |
|---|-----------|
| Monthly salary Clerk (including expenses)   | £723.41   |
| Environmental Design Maintenance November   | £62.40    |
| Repayment to clerk for Restore Shredding    | £66.00    |
| A&J Lighting 2 x new bollards               | £2,347.20 |
| Colne Housing (Foundry Court Hire November) | £16.50    |
| Status Office Services                      | £29.40    |
| Plus standing order payment to Webfactory   | £17.99    |
| Plus standing order payment to Crown Estate | £83.00    |

*AS*  
*21.2.19*

*722.69*  
*KS*

**123/18 Items from councillors to be added to the next agenda**

There were none other than the items listed as deferred above.

There being no further business the Mayor closed the meeting at 9:30 p.m.

Signed.....*[Signature]*.....

Dated.....*17.1.19*.....