



MANNINGTREE TOWN COUNCIL

The Manningtree Town Councillors are hereby summoned to the Town Council Meeting to be held at St John's Ambulance Hall, Station Road, Manningtree on Thursday, 20th June, 2019 at 7:30 p.m.

AGENDA

- 1) **To receive Apologies for Absence**
- 2) **To receive any Declarations of Interest**
- 3) **Minutes of the Annual Town council meeting held on the 16th May to be approved and signed (Appendix 1)**
- 4) **Public participation session with respect to items on the agenda and matters of mutual interest**
- 5) **Reports from the District and County Councils**
- 6) **Progress report from the Clerk (Appendix 2)**
- 7) **Constitution:**
 - a) **To appoint the following representatives:**
 - I. Two representatives to the Tendring Association of Local Councils
 - II. Representative to the Essex and South Suffolk Community Rail Partnership
 - III. Representative to the Parish Passenger Transport Group
 - IV. One additional Administrator for the council's Facebook page
- 8) **Highways/Environment**
 - a) To consider appointing a lighting contractor on a contractual basis
 - b) To consider taking part in the Salt Bag Partnership Scheme for Winter 2019/20 (**Appendix 3**)
 - c) To set a new date for the summer litter pick
 - d) To consider asking contractor to water the flower tubs regularly throughout the year.
 - e) To consider replacing the bin outside the Royal Mail delivery office.
- 9) **To discuss and consider the new Website Accessibility regulations (Appendix 4)**
- 10) **Events:**
 - a) To consider a request from Lawford Parish Council to take part in a joint event between the three parishes of Lawford, Mistley and Manningtree to celebrate and commemorate the 75th Anniversary of VE day over the weekend of 8th May 2020
 - b) To consider a request from the Frankenberg Partnership and Lawford Parish Council to take part in a joint Civic reception between the three parishes of Lawford, Mistley and Manningtree in May 2021 to celebrate the 50th anniversary of the Frankenberg Partnership (**Appendix 5**)
- 11) **Training**
 - a) To consider taking part in joint new councillor EALC training with Lawford Parish Council and Mistley Parish Council (**Appendix 6**)
 - b) To consider arranging a MFHA Health and Well-Being ECC funded community course (**Appendix 7a & 7b**)
- 12) **Finance**
 - a) To approve and sign the Annual Governance and Accountability Return 2018/19 Part 2 – Certificate of Exemption (**Appendix 8**)
 - b) To approve and sign section one, Annual Governance Statement, of the Annual Return 2018/19 (**Appendix 9**)
 - c) To approve and sign section two, Accounting Statements, of the Annual Return 2018/19 (**Appendix 10**)
 - d) To approve the Year End bank reconciliation figures (**Appendix 11**)
 - e) To approve monthly bank reconciliation figures (**Appendix 12**)
 - f) To consider a grant request from Manningtree and Mistley Welcome Home & Memorial Fund

(Appendix 13)

- g) To consider a grant request from East Anglia's Children Hospices (**Appendix 14**)
- h) To consider requesting a grant from the Manningtree District Business Chamber towards the planting and watering of the flower tubs
- i) To consider adding a third cheque signatory to Barclays Bank
- j) To approve payments/cheques for signature in accordance with the 2019/20 budget:

Item	Amount
Monthly salary Mrs L Djuve-Wood (June)	£743.87
HMRC National Insurance Contribution Employee	£81.50
Environmental Design Maintenance May	£62.40
Environmental Design Grass Cutting April and May	£96.00
EALC Essex Equals 29 - CiLCA	£600.00
Foundry Court Room Hire May	£18.75
Craft Nurseries (Planting of Flower Tub)	£960.00
Webfactory monthly fee	£17.99

13) To consider any planning applications received

14) Consultations

- a) To consider commenting on the EALC Strategic Plan (**Appendix 15**)
- b) To consider commenting on the Environment Agency consultation: draft national flood and coastal erosion risk management strategy for England (**Appendix 16**)

15) Items from councillors to be added to the next agenda

Signed  Clerk to the Council

Dated 14th June, 2019