

CLERK'S PROGRESS REPORT 2019/20

Ref:	Item (original agenda item)	Status as at 13th September 2019	Item on Agenda for discussion Y/N	Item Resolved Y/N
27/17 c	To discuss the safety aspect of the town's one-way system	Manningtree Town Council is awaiting ECC's final decision of the Feasibility Study	N	N
69/17 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	The clerk has been informed that the request is currently being held as deferred and the council will be contacted as soon as there is any further information in relation to the status of their application.	N	N
127/17	To consider creating a Planned Preventative Maintenance plan (PPM)	To be reviewed annually in October	N	N
141/17	To discuss the New Data Protection Regulation Legislation requirements effective 25 th May 2018	No further update (IFD)	N	N
168/17 c)	To discuss the possibility of requesting the removal of the disabled car parking space on Brook Street	The clerk has been informed that this is due to be inspected, but no date has been given by ECC	N	N
51/18	To consider creating a neighbourhood plan	Item on hold until TDC's Local Plan has been finalised	N	N
84/18	To discuss a proposal to initiate a petition for an amalgamation of Manningtree, Mistley and Lawford	Mistley Parish Council has voted against a request for TDC to undertake a Community Governance Review	N	N
98/18 b)	To discuss the deteriorating state of the paths and pavements in Manningtree	The clerk has received a further complaint from a resident and has requested an update from County Cllr. Guglielmi	N	N
101/18	Monthly Facebook page feedback from Cllr. Taylor	Cllr. Taylor to provide an update (IFD)	N	N
114/18	To discuss the proposed potential closure of Manningtree Library and to consider responding to the Essex Library Strategy Consultation	On the agenda	Y	N
134/18	To consider introducing council surgeries	To go on October agenda	N	N
154/18 a)	To discuss Tendring Local Highway Panel scheme request to have speed limit within Manningtree reduced to 20 mph	The clerk is awaiting an update from County Cllr. Guglielmi on the current status of this request	N	N
154/18 b)	To discuss location, plaque and planting of the tree sapling donated by HM the Queen from her estate	One sapling has been donated to Mistley Parish Council. Awaiting feedback from Lawford Parish Council regarding the second sapling (IFD)	N	N
157/18	To discuss current HMRC PAYE system and its GDPR requirements	The clerk has had it confirmed by HMRC Helpline that paper backups of previous years' payroll is sufficient (IFD)	N	N
179/18	To discuss request from member of the public to start producing Easy Read documents for people with disabilities	The clerk has found guidelines on how to produce Easy Read documents but is still looking at software. There are companies that will produce such documents for a fee.	N	N
182/18	To discuss and consider the purchase of a new and larger noticeboard by the library	No further update. Location needs to be decided first	N	N
14/19d)	To consider painting / repairing the wildlife sign by the Coop / Riverside steps	The sign has been painted and repaired (IFD)	N	N
22/19	Swift Awareness Project	Cllr. McClarnon to give an update. The project is also supported by Lawford Parish Council and Mistley Parish Council in terms of publicity to members of the public	N	N

26/19 d)	To consider asking contractor to water the flower tubs regularly throughout the year	On the agenda	Y	N
27/19	To discuss and consider the new Website Accessibility regulations	Cllr. Taylor and the clerk are meeting on the 7th November to review the website	N	N
28/19 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	A first meeting arranged by Lawford Parish Council was cancelled. No new date has been set as of yet.	N	N
28/19 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	Lawford and Mistley Parish councils have been informed that Mannintree Town Council would like to take part. The Chairman of the Manningtree District Frankenberg Partnership Association is due to attend the MTC meeting in October. On the agenda.	Y	N
29/19 b)	To consider arranging a MHFA Health and Well-Being ECC funded community course	On the agenda	Y	N
30/19 h)	To consider requesting a grant from the Manningtree District Business Chamber towards the planting and watering of the flower tubs	The clerk has written a letter which has been sent to Tom West, Chairman of the Business Chamber. A reply is awaited	N	N
49/19 b)	To consider the planting of wildflower verges	Councillors to report back at meeting. On agenda.	Y	N

Items for Discharge (IFD):	
141/17	To discuss the New Data Protection Regulation Legislation requirements effective 25 th May 2018
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