



MANNINGTREE TOWN COUNCIL

APPROVED

**Minutes of the Town Council Meeting
held in the Community Room on
Thursday 15th September, 2016 at 7.30 p.m.**

Present: Cllr. M. Morsley (Chair)
Cllr. P. Hughes-Stanton
Cllr. J. Charlesworth

Cllr. R. Stocks
Cllr. L. Lay-Flurrie
Cllr. M. Taylor

Not present: Cllr. H. Jones

In attendance: Mrs. L. Djuve-Wood (Clerk)

53/16 Apologies for Absence

There were none.

54/16 Minutes of the previous meeting

RESOLVED that the minutes of the meeting held on 21st July, having been circulated previously, be approved as a correct record and signed by the Chair.

55/16 Declarations of interest

There were no declarations of interest.

56/16 Public Participation Session

There were three members of the public present.

- a) Concerns were raised about cars driving in the wrong direction up lower South Street as well as cars parking on double yellow lines. It was suggested that the clerk write to Essex Highways to request a site visit. **Action: Clerk**
- b) Two representatives from the Royal British Legion were present requesting that the council consider levelling the cobbles surrounding the war memorial. They also asked the council to help advertise for volunteers to help with their poppy appeal. In addition, the clerk was asked to contact Acorn Village regarding shrubs overhanging the wall behind the war memorial. **Action: Clerk**

57/16 Reports from the District and County Councils

District Cllr. A. Coley and County Cllr. C. Guglielmi had both sent their apologies. The District and County reports will be circulated once received by the clerk.

58/16 Progress Report from the Clerk

105/12 To consider traffic calming measures in Station Road and Manningtree High Street;
155/14 To agree a project, for consideration by the Highways Panel, to condense the town's road signage onto fewer posts; 32/15 To consider requesting ECC Highways to widen the pavements along 'The Gut' in the High Street The clerk is to contact the Highways Panel to request an update on these items. **Action: Clerk**

112/14 Project at Mill Lane/Brook Street to utilise S106 funds The project has been completed and the clerk is in the process of invoicing TDC. **Action: Clerk**

133/15 To consider initiating a campaign to persuade ECC to repair the deteriorating roads and paths in Manningtree The clerk is to draft another letter to Mr. Terry Knights informing him that the council is now receiving complaints regarding concerns over public safety. **Action: Clerk**

154/15 To discuss alternative salt storage options in light of planning application at 37 Stour Street The council is in need of more salt volunteers. The clerk is to advertise on the town noticeboards and council website along with a map highlighting roads where salt volunteers are still needed.

RESOLVED that the following items be discharged:

23/13 b) Request to Mistley PC to ask ECC Highways for weight restriction signage at Trinity Road

29/14 a) Draft Emergency Plan

186/15 To discuss funding for New Transparency Code requirements, including new website and a council owned laptop

47/16 To discuss £10,000 grant offered to the Stour Sailing Club by Sports England

59/16 Report from the Planning Committee

A Planning Meeting was held on the 5th September to discuss TDC's proposed Local Plan. Separate minutes have been issued for this meeting.

60/16 Reports from Representatives on other committees

Cllr. Hughes-Stanton attended the TDC Community Resilience meeting on the 13th September. Presentations were held by John Hammond from the Met Office and Guy Cooper from the Environment Agency. Cllr. Hughes-Stanton informed the clerk that there were slides from the presentations that need to be included in the Emergency Plan. The clerk is to request a copy of the presentations from Catherine Boyer – Bezant.

Action: Clerk

61/16 Highways/Environment

a) To discuss impact of excess signage by estate agents

RESOLVED that this item will be revisited in May 2017.

b) To consider a request from Manningtree & District British Legion to replace cobbles by War Memorial, levelling the area instead

The clerk is to contact the RBL asking for suggestions as to how they would prefer the cobbles to be levelled. Once the RBL has responded she will approach Mr Stephen Rose for advice.

Action: Clerk

c) To consider request to ECC to fit shield to faulty county street light next to War Memorial

RESOLVED that the clerk will report faulty light to ECC and request that a shield be fitted.

Action: Clerk

d) To consider a request for speed bumps along High Street

RESOLVED that the council will not put forward a request for speed bumps in the High Street as there are already two applications lodged with the Highways Panel in relation to traffic calming measures for the High Street.

62/16 To discuss introducing councillor ID cards (item 17/16)

RESOLVED that the council accept a quote for ID cards from Braiswick of £50 + VAT for the set-up and design and an additional £5 + VAT per ID card produced.

Action: Clerk

63/16 CCTV/Crime

a) To consider any further action to be taken regarding increased crime in Manningtree

RESOLVED that the council will not be taking any further action at this point in time regarding crime in Manningtree.

64/16 To consider nominations for the Community Engagement Award

All councillors to think of suitable candidates in time for the next meeting.

Action: All

65/16 Finance

a) The clerk to report on the completion of the Annual Audit for the year ended 31st March 2016

The clerk reported that the Annual Audit had been approved by the external auditor but that the actual report was still to be received. Item referred to the next meeting.

b) To consider an S137 payment to Essex Air Ambulance

RESOLVED that an S137 donation of £50 is to be given to the Essex Air Ambulance, payable at this meeting.

c) To approve monthly bank reconciliation figures

RESOLVED that the monthly bank reconciliation figures be approved.

d) To approve payments/cheques for signature in accordance with the 2016/17 budget:

RESOLVED that the following payments be approved:

Item	Amount
Monthly salary Mr P Mills	£165.26
Monthly salary Mrs L Djuve-Wood (August and September)	£1,042.18
Monthly website costs Dr B Saint-James (August)	£85.25
Monthly website costs Dr B Saint-James (September)	£85.25
Webfactory monthly fee (September)	£17.99
CPRE Membership Fee	£36.00
RCCE Membership Fee	£66.00
TDALC Affiliation Fee 2016	£5.00
Environmental Design – grass cutting (August)	£48.00
With additional payments to:	
Essex Air Ambulance	£50.00

The following payments were made during August:	
TDC for Mill Lane S106 project	£450.00
Parker's Garden Company – Mill Lane S106 project	£560.76
Environmental Design Grass Cutting July	£48.00
Colne Housing – Community Room Hire July	£11.00
Webfactory – Monthly Fee August	£17.99

66/16 Consultations and Surveys

- a) To consider response to the Tendring District Local Plan Preferred Options Part 1 - North Essex Strategic Plan Sustainability Appraisal & Local Plan Preferred Options Part 2 - Sustainability Appraisal and Strategic Environmental Assessment

RESOLVED that the Council does not have any further observations.

- b) To consider response to the The River Stour Mussel Fishery Order Application (Appendix 9)

RESOLVED that the Council does not have any observations.

- c) To consider response to the NALC Community Led Housing Survey (Appendix 10)

RESOLVED that Cllr. Morsley is to respond to the survey.

Action: Cllr. Morsley

67/16 Items from councillors to be added to the next agenda

- a) To discuss the replacing of oak posts on South Street
b) To discuss Cllr. Morsley's tree report

There being no further business the Mayor closed the meeting at 9:20 p.m.

Signed.....

Dated..... 20/10/16