



# MANNINGTREE TOWN COUNCIL

## APPROVED

Minutes of the Town Council Meeting  
held in the Community Room on  
Thursday 21<sup>st</sup> September, 2017 at 7.30 p.m.

**Present:** Cllr. R. Stocks (Chair) Cllr. M. Taylor  
Cllr. M. McClarnon  
**In attendance:** Mrs L. Djuve-Wood (Clerk) 1 member of the public

### 60/17 Apologies for Absence

Apologies were received from Cllrs. L. Lay-Flurrie, H. Jones and J. Charlesworth

### 61/17 Welcome new councillor, Mr Marcel McClarnon, to the Council

The Mayor welcomed cllr. McClarnon to his first full council meeting.

### 62/17 Minutes of the previous meeting

**RESOLVED** that the two small amendments to the June minutes, having been circulated previously, be approved and initialed by the Mayor. **RESOLVED** that the approval and signing of the minutes of the meeting held on 20<sup>th</sup> July 2017 be deferred to the next meeting as only one of the three councillors present had attended the previous meeting.

### 63/17 Declarations of interest

There were none.

### 64/17 Public Participation Session

One member of the public was present. He had severe concerns about cars speeding down Brook Street, sometimes mounting the pavement, and said it is only a matter of time before someone is killed. Cars drive in excess of 40 m/hr down the road, mostly during morning rush hour, using Brook Street as a cut through to get to the roundabout on Station Road. The member of the public said he had already been in touch with County Cllr. Guglielmi who had recommended he contact the town council who may escalate it to County Council level. The clerk was asked to write to County Cllr. Guglielmi about the matter and also asking whether ECC can perhaps install a Speed Indicator Device on Brook Street to help slow traffic.

**Action: Clerk**

### 65/17 Reports from the District and County Councils

The clerk had not received any reports this month. Any District and County reports received are accessible to the public on the town council's website [www.manningtreetowncouncil.org.uk](http://www.manningtreetowncouncil.org.uk).

### 66/17 Progress Report from the Clerk

**133/15 To consider initiating a campaign to persuade ECC to repair the deteriorating roads and paths in Manningtree** The clerk was asked to request an update from County Cllr. Guglielmi.

**Action: Clerk**

**154/15 To discuss alternative salt storage options in light of planning application at 37 Stour Street** The clerk was asked to check whether Rose Builders have moved the salt to Jewson.

**Action: Clerk**

**27/17a To produce a spreadsheet listing all separate pavement and road complaints to ECC Highways** It was agreed that the spreadsheet should be put on the agenda every six months for review by the council.

**Action: Clerk**

**27/17c To discuss the safety aspect of the town's one-way system** The clerk was asked to bring the issue to the attention of County Cllr. Guglielmi.

**Action: Clerk**

**27/17f To discuss any action to be taken regarding large Tesco lorries delivering goods to the front of the Tesco shop in the High Street** The clerk was asked to check what Tesco's lorry weight restriction is for delivery to the Manningtree shop.

**Action: Clerk**

**39/17b To agree on structure and meeting frequency of rejuvenation working party** Cllr. Taylor to give regular committee updates at monthly council meetings.

**Action: Cllr. Taylor**



**RESOLVED that the following items be discharged:**

- 45/16b To discuss TDC's potential devolvement of certain public amenities to parish councils, in particular public toilets;
- 61/16a To discuss impact of excess signage by estate agents;
- 131/16 To discuss the recent changes at Lawford Recycling Centre;
- 27/17a To produce a spreadsheet listing all separate pavement and road complaints to ECC Highways;
- 27/17b To consider arranging a litter picking session for residents;
- 27/17d To nominate two councillors to work together with the clerk in identifying areas where maintenance is needed within the town, i.e. painting of benches, repair /replacement of various tubs etc;
- 39/17a To discuss an e-mail received regarding the status of the area of beach to the East of the Stour Sailing Club's East compound;
- 39/17b To agree on structure and meeting frequency of rejuvenation working party;
- 53/17c To consider removing the old boat by Riverside Avenue.

**67/17 Report from the Planning Committee**

A separate planning meeting was held prior to the full council meeting. Separate minutes have been issued for this meeting,

**68/17 Reports from Representatives on other committees**

There were none.

**69/17 Highways/Environment**

- a) **To consider 3 x quotes for maintenance of benches, signs and railing**  
The clerk had received two out of four quotes requested in time for the meeting. **RESOLVED** that the lowest quote from Environmental Design be accepted. **Action: Clerk**
- 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**  
**RESOLVED** that the clerk complete the application form and circulate it to the councillors prior to submitting the form. **Action: Clerk**
- c) **To consider purchasing a portable Speed Indicator Device for the town**  
**RESOLVED** that the clerk write to ECC suggesting that they consider fitting a Speed Indicator Device on Brook Street. **Action: Clerk**
- d) **To consider applying for TDC's Tree Planting Grants Programme 2017/18**  
**RESOLVED** that no application will be submitted for the year 2017/18.
- e) **To consider request from resident to put the urgent need to repaint the town's two pedestrian crossings permanently on the agenda until the matter has been dealt with by Essex Highways**  
**RESOLVED** that the matter will not be added permanently to the agenda but that the clerk bring the issue to the attention of County Cllr. Guglielmi. **Action: Clerk**

**70/17 Constitution**

- a) **To appoint officers to the following positions:**
  - a. TDC Parish and Town Council Community Resilience representative
  - b. Stour and Orwell Estuaries Management Committee representative
  - c. Personnel Committee

**RESOLVED** that the above agenda item be deferred to the October meeting.

**71/17 To discuss concerns raised by a member of the public regarding a lack of visibility and quality of policing within Manningtree**

**RESOLVED** that this and other crime related issues be discussed at the October meeting when Chief Inspector Russ Cole or a deputy may be in attendance.

**72/17 To consider nominations for the Community Engagement Award for 2017/18**

**RESOLVED** that the Community Engagement Award for 2017/18 be given to the Rotary Club. The clerk is to inform the Rotary Club and arrange for the new shield to be purchased and engraved. **Action: Clerk**

**73/17 Finance**

- a) **The clerk to report on the completion of the Annual Audit for the year ended 31<sup>st</sup> March, 2017**  
The clerk reported that the Annual Audit has been approved by the external auditor.
- b) **To review TDC's special expense form for 2018/19**  
**RESOLVED** that this agenda item be deferred to the October meeting.
- c) **To consider an S137 payment to Essex & Herts Air Ambulance in the sum of £50 in accordance with the budget**



**RESOLVED** that an S137 grant in the sum of £50 be given to Essex & Herts Air Ambulance, payable at this meeting. **Action: Clerk**

- d) **To nominate a new signatory to the Council's bank accounts to replace Ms. Hughes-Stanton**

**RESOLVED** that Cllr. McClarnon be added as a third signatory. The clerk is to complete the necessary forms. **Action: Clerk**

- e) **To approve monthly bank reconciliation figures for end of August**

**RESOLVED** that the monthly bank reconciliation figures be approved.

- f) **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 Aug and Sep (including expenses)	£1,096.78
Environmental Design (maintenance August)	£62.40
Environmental Design (grass cutting June)	£48.00
Environmental Design (grass cutting July)	£48.00
HMRC National Insurance Contribution	£51.25
Plus standing order payment to Webfactory	£17.99
<b>Plus additional payment to:</b>	
Essex & Herts Air Ambulance (S137)	£50.00
<b>In addition, the following payments were made during August</b>	
EALC Data Protection Regulation Course (clerk attending)	£45.00
Colne Housing (Community Room Hire)	£16.50
Environmental Design (maintenance July)	£62.40
NALC Membership	£17.00
CPRE Membership	£36.00

#### 74/17 Consultations and Surveys

- a) **To discuss TDC's proposed Community Governance Reviews**

**RESOLVED** that this agenda item be deferred to the October meeting following a meeting arranged between the three parishes.

- b) **To consider responding to Affinity Water's Draft Drought Management Plan 2017 consultation**

**RESOLVED** that the clerk respond to the consultation stating that the council has no comments other than it is very good that Affinity Water has a plan in place in case of drought. **Action: Clerk**

- c) **To consider responding to Essex Highways' Service Delivery survey**

**RESOLVED** that the clerk send the council's response to ECC Highways. **Action: Clerk**

- d) **To consider responding to ITV News Anglia's Youth Services in the Anglia Region survey**

**RESOLVED** that the clerk send the council's response to ITV News Anglia. **Action: Clerk**

#### 75/17 Items from councillors to be added to the next agenda

- a) To discuss ways in which the council can support the Vintage Market.

There being no further business the Mayor closed the meeting at 9.10 p.m.

Signed..... *L. Hay-Platt* .....

Dated..... *19-10-17* .....