



MANNINGTREE TOWN COUNCIL

APPROVED

**Minutes of the Town Council Meeting
held in the Community Room on
Thursday 14th December, 2017 at 7.30 p.m.**

Present: Cllr. R. Stocks (Chair) Cllr. M. Taylor
Cllr. H. Jones Cllr. L. Lay-Flurrie
Cllr. J. Charlesworth
In attendance: 1 member of the public Mrs L. Djuve-Wood (Clerk)

112/17 Apologies for Absence

Apologies were received from Cllrs. M. McClarnon and S. Richardson.

113/17 Minutes of the previous meeting

RESOLVED that the minutes of the meeting held on 16th November 2017, having been circulated previously, be approved as a correct record and signed by the Chair.

114/17 Declarations of interest

Cllr. Lay-Flurrie declared a personal interest in agenda item 10 (minute reference 121/17) being a member of the Three Parishes Trust.

115/17 Public Participation Session

There was one member of the public present who was very concerned that South Street is being used as a through route by large HGV's. He noted that in the last week alone he and his wife have seen several lorries mount the pavement within a few centimeters of their front door and running over their doorstep in the process. Recently one HGV made minor contact with their down drainpipe and carried on without stopping to check on any damage. The situation is being compounded by people parking in the narrow section of the street opposite their house. He suggested the council consider whether it is possible to introduce some sort of restricted parking scheme on parts of South Street. It was agreed that this would be added to the agenda for the January meeting for proper discussion and consideration. **Action: Clerk**

116/17 Reports from the District and County Councils

District and County reports are accessible to the public on the town council's website www.manningtreetowncouncil.org.uk.

117/17 Progress Report from the Clerk

27/17 c) To discuss the safety aspect of the town's one-way system Cllr. Charlesworth had e-mailed the clerk several photos of the issues facing motorists and also put together a proposal. The clerk is to assemble the information and e-mail it to the councillors for approval. **Action: Clerk**

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 Cllr. Charlesworth had e-mailed the clerk several photos of the parking issues. The clerk is to assemble the information and e-mail it to the councillors for approval. **Action: Clerk**

RESOLVED that the following items be discharged:

110/17 To request a financial donation from the Three Parishes Trust towards the maintenance of the town's benches.

118/17 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.

119/17 Reports from Representatives on other committees

Cllr. Charlesworth attended the TDALC meeting. He noted that it looks as if there are further delays to the local plan and that developers are putting further applications through as quickly as possible. In terms of the Community Governance Review, only 16 Tendring councils had replied. Concerns were raised about overflow housing as a result of the Garden village plans.

The Mayor had attended an event at Manningtree High School where the pupils were burying a time capsule on the 80th birthday of the school celebrating a new £1m art block. The Mayor and Deputy Mayor had also attended the opening of the new Vanguard Healthcare Solutions facility off Station Road.

120/17 To discuss how to promote cooperation between the three parishes of Manningtree, Mistley and Lawford

Cllr. Charlesworth suggested the three councils rotate hosting a bimonthly meeting with representatives from each council. Issues that should be discussed at these meetings include community facilities, planning, highways, rejuvenation and tourism. **RESOLVED** that Cllr. Stocks will contact the chairs of Lawford Parish Council and Mistley Parish Council in the first instance, arranging a meeting between the three of them to discuss how best to take this forward. The clerk will also notify the clerks of the other two parishes of Manningtree Town Council's intentions.

Action: Cllr. Stocks and Clerk

121/17 To discuss ownership of the Youth Shelter (Item 105/17) After some discussion it was **RESOLVED** that the council would not be accepting the offer of taking over the ownership of the Youth Shelter. Instead it was proposed that the shelter be moved somewhere else where it would be of more benefit to local youths, such as by the skateboard ramp at Furze Hill or the Welcome Home Field. The clerk was asked to contact the Three Parishes Trust explaining the council's decision and suggest they pass on the proposal to Mistley Parish Council.

Action: Clerk

122/17 To consider replacing two rotting benches

RESOLVED that the clerk will order a Stanford bench to replace the rotten bench on Market Square. The coronation bench on South Street will be replaced by a wooden bench with a plaque added to replace the original coronation engraving from 1953, design to be agreed at the next meeting. Cllrs. Stocks and Lay-Flurrie are inspecting the rotten benches which are currently with Environmental Design.

Action: Cllr. Stocks, Cllr. Lay-Flurrie and Clerk

123/17 To consider floating pontoon proposal

RESOLVED that this item be deferred to the January meeting.

Action: Clerk

124/17 To consider request for street lights to be turned off during night time hours

A member of the public had e-mailed the council proposing that street lights be turned off during night time hours as break-ins are more difficult to carry out in complete darkness. **RESOLVED** that the council would like all street lights to be turned off between the hours of 2 a.m. and 5 a.m. The clerk was asked to look into the process of turning off Manningtree Town Council's street lights and to check with ECC if all of their street lights are already turned off during certain hours of the night.

Action: Clerk

125/17 To nominate a councillor representative for the Family Fun at the Furze event

RESOLVED that Cllr. Richardson will represent Manningtree Town Council on the Family Fun at the Furze committee. The clerk is to inform Lawford Parish Council.

Action: Clerk

126/17 To consider appointing a tree surgeon to provide the council with future tree reports

RESOLVED that the council will hire a tree surgeon to carry out an annual tree report for insurance purposes. The clerk is to get quotes from three separate tree surgeons.

Action: Clerk

127/17 To consider creating a Planned Preventative Maintenance plan (PPM)

RESOLVED that Cllr. McClarnon will put together a proposal for a PPM once the clerk has e-mailed him a list of the council's assets.

Action: Cllr. McClarnon and Clerk

128/17 To consider the removal of the CCTV cameras on the old NatWest Building

RESOLVED that Cllr. Jones will contact the developer of the NatWest building requesting that they remove the CCTV cameras when work starts on the building. The clerk was tasked with disposing of the old recording equipment.

Action: Cllr. Jones and Clerk

129/17 Finance

a) To agree final budget for 2018/19

RESOLVED that the budget for 2018/19 be approved.

b) To consider an S137 payment towards the Family Fun at the Furze event in the sum of £600 in accordance with the budget

RESOLVED that an S137 grant in the sum of £600 be given towards the Family Fun at the Furze event, payable at this meeting.

Action: Clerk

c) To approve monthly bank reconciliation figures for end of November

RESOLVED that the monthly bank reconciliation figures be approved.

d) **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 November (including expenses)	£560.49
Environmental Design (monthly maintenance)	£62.40
Colne Housing (Room Hire November)	£11.00
A&J Lighting	£163.80
Braiswick (Cllr. ID cards)	£13.20
Cllr. Stocks expenses Chairs Training EALC Dunmow	£35.90
Plus standing order payment to Webfactory	£17.99
Plus S137 Payment Family Fun at the Furze	£600.00

130/17 Consultations

a) **To consider responding to TDC's Statement of Community Involvement Consultation**

RESOLVED that the councillors will read through the documentation in detail and an extraordinary meeting be called to comment if necessary.

Action: All Councillors

b) **To consider commenting on the General Nuclear System Ltd's (GNS) UK HPR1000 reactor design**

RESOLVED that the council has no comment.

c) **To consider responding to TDC's North Essex Garden Communities Issues and Options Consultation**

RESOLVED that this item be deferred to the January meeting.

Action: Clerk

131/17 Items from councillors to be added to the next agenda

a) **To discuss issues with HGV's driving up South Street and consider a proposal of restricted parking along certain stretches of the road**

There being no further business the Mayor closed the meeting at 9.30 p.m.

Signed..........

Dated.....18.1.18.....