MANNINGTREE TOWN COUNCIL

APPROVED

Minutes of the Town Council Meeting held in the Community Room on Thursday 21st July, 2016 at 7.30 p.m.

Present: Cllr. L. Lay-Flurrie (Deputy Mayor) (Chair)
Cllr. P. Hughes-Stanton
Cllr. J. Charlesworth
Cllr. H. Jones
Cllr. M. Taylor

In attendance: District Cllr. A. Coley (Tendring District Council)
Mr. Hirst (Police and Crime Commissioner, Essex)
Chief Inspector Russell Cole (District Commander Manningtree and surrounding area)
Mr. T. Dalby (Harwich & Manningtree Standard)
Mrs. L. Djuve-Wood (Clerk)

36/16 Apologies for Absence
Apologies were received from Cllr. M. Morsley and Cllr. R. Stocks.

37/16 Minutes of the previous meeting
RESOLVED that the minutes of the meeting held on 16th June, having been circulated previously, be approved as a correct record and signed by the Chair.

38/16 Declarations of interest
There were no declarations of interest.

39/16 Visit from Mr. Hirst, Police and Crime Commissioner for Essex and Chief Inspector Russell Cole, District Commander for Manningtree and surrounding area
Police and Crime Commissioner Mr. Hirst gave the council a brief overview of his department's current focus, including anti-social behavior, domestic abuse, homicide, reduction of gang recruitment; officer visibility and local presence allowing for more effective policing. Chief Inspector Russell Cole provided information on crime statistics; crime prevention including CCTV, Tendring Business Against Crime (TENBAC) and Facewatch; Domestic Violence Protection Notices (DVPN's) and the Sharepoint Device in Harwich Library where residents can report criminal activity directly to the police. He also noted that the Essex Police is currently recruiting volunteer Special Constables – they currently have 350 such constables but over 600 are needed. This was followed by a Q&A session.

40/16 Public Participation Session
There were no members of the public present.

41/16 Reports from the District and County Councils
District Cllr. A. Coley had circulated his report, summarised as follows:

- TDC is undertaking an eight-week public consultation of the new Local Plan preferred options consultation documents. The consultation starts on Thursday 14th July and ends on Thursday 8th September at 5 p.m. A public exhibition will be held on 22nd August at the Venture Centre between 1:30 and 6:30 p.m.;
- Tigers, the famous parachute display team, will be returning to Clacton's Airshow on 25th and 26th August. The team – which is the flagship for the Princess of Wales's Royal Regiment – has a number of routines to hold audiences captivated;
- Group Leaders of Tendring District Council (TDC) have united to call for unity across the district following the result of the recent EU referendum. At the meeting of Full Council on Tuesday, Councillor Neil Stock, Leader of TDC, made it very clear that TDC would not tolerate any incidences of 'hate' crime and called on all group leaders to come together to show strong community leadership.
- TDC has lined up a full programme of summer activities for those aged three years upwards. Indoor and outdoor sessions have been organised at sites in Clacton, Brightlingsea, Dovercourt, Frinton and Walton, Harwich and Manningtree.

County Cllr. C. Guglielmi was not present. The County Report will be circulated once received by the

clerk.

42/16 Progress Report from the Clerk

29/14a) Draft Emergency Plan Details of generator facilities have been added. TDC has suggested the plan be updated annually. The clerk is liaising with clerks at Lawford Parish Council and Mistley Parish Council regarding the current update.

136/15 To discuss the potential replacement of the current webmaster The first draft of the new webpage has been received by Webfactory.

14b/16 The Mayor to report on scheduled electricity works in the High Street The work has been postponed until the beginning of October.

17/16 To discuss introducing councillor ID cards The clerk has received information from TDC regarding policy surrounding the carrying of ID cards by councillors. Item to go on September agenda.

RESOLVED that the following items be discharged:

69/14 The Council's website
150/15 The clerk to update the Council on CCTV cameras
156/15 To discuss request received from a member of the public regarding the Queen's birthday and for the library to be painted externally
193/15 To discuss complaint received from a member of the public regarding unsecured Tesco litter cages on Stour Street
197/15 To discuss the application fee for required road closure to repair light on North Street
15a/16 To appoint one councillor to assist the clerk in agreeing the structure of the new website
34a/16 To consider responding to the Stour & Orwell Estuaries Management Strategy Survey
34b/16 To consider responding to TDC's rural infrastructure survey
34c/16 To consider responding to the EALC Neighbourhood Plans questionnaire
34d/16 To consider responding to LCR opinion survey on devolution deals

43/16 Report from the Planning Committee

A Planning Meeting was held prior to the Full Council meeting. Separate minutes have been issued for this meeting.

44/16 Reports from Representatives on other committees

Cllr. Morsley was not present and item 9 a) 3 Parishes Development Group was deferred to the September meeting.

45/16 Highways/Environment

a) **To consider project(s) for remaining S106 grants**
The councillors agreed to think of ideas for future projects. Suggestions included replacing the wooden posts on the South Street green; replacing a street light; replacing the bollards outside the Postal Sorting Office.

b) **To discuss TDC's potential devolvement of certain public amenities to parish councils, in particular public toilets.**
The clerk is to request an update from District Cllr. Coley following TDALC's most recent meeting.
Action: Clerk

c) **To discuss quotes from the North Essex Parking Partnership for required no parking order to repair light on North Street**
RESOLVED that the council will not require a no parking order and will not be sourcing no parking cones from the North Essex Parking Partnership.

d) **To sign letter to Mr. T. Knights – Campaign to persuade ECC to repair the deteriorating roads and paths in Manningtree (item 133/15)**
The clerk presented the draft letter to the council. As Cllr. Morsley was not present it was agreed that the clerk would request any amendments to the letter from Cllr. Morsley and get him to sign the letter.
Action: Clerk

e) **To sign letter to Jewson – alternative salt storage options in light of planning application at 37 Stour Street (item 154/15)**
The clerk presented the letter to the council which included a list of salt distribution volunteers. The clerk is to contact all volunteers to ensure they are still happy to be included in the list prior to sending the letter to Jewson.
Action: Clerk

46/16 CCTV/Crime

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

This item was deferred to the September meeting.

47/16 To discuss £10,000 grant offered to the Stour Sailing Club by Sports England
The councillors agreed to approach the Stour Sailing Club for more information on the grant they have been offered. **Action: All**

48/16 To discuss the informal consultation event on a proposed Suffolk Coast & Heaths AONB boundary variation to be held at the Lawford Venture Centre on 26th July 2016 at 7:30 p.m.
RESOLVED that Cllrs. Hughes-Stanton and Lay-Flurrie attend the consultation event.

49/16 To consider joining the Association of Local Council Clerks (ALCC)
RESOLVED that the council will join the ALCC.

50/16 Finance

a) **To approve upgrade of Webfactory monthly maintenance package**
RESOLVED that the council is to upgrade to the £14.99 + VAT per month maintenance package.

b) **To approve monthly bank reconciliation figures**
RESOLVED that the monthly bank reconciliation figures be approved.

c) **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 July	£138.53
Monthly salary Mr P Mills August	£138.73
Monthly salary Mrs L Djuve-Wood	£536.78
Monthly website costs Dr B Saint-James	£82.50
Status Office Services	£22.74
E.ON (street lighting)	£234.08
Webfactory monthly fee July	£11.99
Webfactory remaining build fee	£179.40
Colne Housing – Community Room hire May and June	£22.00
With additional payments to:	£100.00
Environmental Design – grass cutting	£72

RESOLVED that the cheque for Webfactory's August maintenance fee be signed by two signatories ahead of September's meeting once the invoice has been received.

34/16 Consultations and Surveys

a) **To consider responding to the Consultation on review of Essex Development Management Policies 2016 and the associated Strategic Environmental Assessment and Sustainability Appraisal**
RESOLVED that the council will not be responding to the consultation.

35/16 Items from councillors to be added to the next agenda
Letter sent to Estate Agents regarding excess signage

There being no further business the Deputy Mayor closed the meeting at 9:45 p.m.

Signed..... Dated.....15/9/16