MANNINGTREE TOWN COUNCIL

Clerk to the Council: Mrs. Jennifer Spear
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Minutes of the Full Town Council Meeting held at the Masonic Lodge in South Street, Manningtree, CO11 1BG on Thursday 15th December 2022 at 7:30 p.m.

Present: Cllr. M. Taylor (Mayor) Cllr. R Stocks (Deputy Mayor) Cllr. B. Brown Cllr. L. Dunnett Cllr. L. Lay-Flurrie Cllr. A. Marsh (arrived later)

In attendance: Mrs J Spear (Clerk)

12.22.176 To receive and approve any Apologies for Absence
Cllr Charlesworth and Cllr Coley both sent their apologies these were received and accepted by the Council.

12.22.177 To receive any Declarations of Interest
None Received

12.22.178 Minutes of the 17th November 2022 meeting to be approved and signed.
Resolved that the minutes of the Town Council Meeting held on the 17th November 2022 are to be approved as a correct record and signed by Cllr. M. Taylor.

12.22.179 Public Announcements

- **17th December Winter Light Parade in Manningtree - 5 to 8pm**
- **Dementia Friendly Town Council**
- **12th January 2023 Manningtree Community Engagement Awards**

12.22.180 Public participation session with respect to items on the agenda and matters of mutual interest
No Public present

12.22.181 Reports from the District and County Councils – circulated prior to the meeting, and are available on the Manningtree Town Council Website.

12.22.182 Report from Essex Police
Not Received

12.22.183 Progress report from the Clerk

- The bollards that have been knocked down on the High Street and in the Market Square car park have been investigated by Highways and they have deemed them as not as high a risk as other issues they are aware of so will not be taking any action at this time, but they will be monitored in case they get worse.

- Loose Blue Setts on South Street, Cllr Guglielmi has chased this report for us as this has been outstanding since March.
- Replacement Tree at the Market place, the clerk has received a quote and will put it on next months agenda - it was not in time for this month's agenda.
- A light fitting in North Street was broken (reported by a MOP) it was fixed within 6 days, the MOP has emailed a letter thanking MTC for such a swift response.
- A MOP called Cllr Taylor about the slippery pavements; the clerk has facilitated the collection of salt from the Town Councils stores at Rose Builders, for the MOP. Cllr Brown has offered to go and collect more and fill up the salt bins around the Town.
- Clerk advised that GB will be reimbursing MTC for the net cost of one invoice that is on the payments list which is for the CiLca support course as she is leaving.

12.22.184 Reports from other committees and representatives

a) To Discuss the "20 is plenty" proposal, wording for the website and next steps - Cllr Marsh/ Cllr Brown

Cllr Guglielmi has supported MTC's request and has applied for the LHP required for this proposal. MTC have to now wait to see when this will be discussed. Clerk advised Cllr's Brown and Marsh, that they need to make sure both Lawford and Mistley Parish Councils are aware of MTC's request as lots of the roads flow through all three Parishes.

Cllr Brown and Marsh will put proposal wording together for the website.

Action - Cllr Brown and Cllr Marsh

b) Street Keepers

Cllr Dunnett reported that the Tree Dressing Ceremony went very well, a brilliant turn out which showcased the hard work of the Streetkeepers at the memorial Garden.

Proposed writing a letter the thank the street Keepers for all their hard work, all council in favour.

Action - Clerk

c) Business Chamber

Cllr Stocks reported that Graham Long would be joining the Committee. Also that the Chamber is going to be supporting the Dementia Friendly Initiative and will be working with MTC in the working party for the Coronation Celebration.

d) TDALC

The Clerk reported that the wind farms consultation is still ongoing and that even though these do not affect Manningtree they are having a huge effect on neighbouring Parish's and they have asked for local parishes support to object to all of the proposals.

Planning Enforcement at Tendring District Council is still behind; however, they have now recruited and replaced the lost staff and are aiming to begin catching up.

Highways budgets have been depleted by the rising cost of inflation so that is a factor with the delays in getting new projects started.

Clerk requested that if the council have any questions for the TDALC to look into to send them over so she can ask them at the next meeting.

e) Dementia Friends

Cllr Taylor and Cllr Stocks attended the last singing group held, (partially funded by MTC). Acorn Village are looking to create an allotment that would be dementia friendly.

11.22.185 To consider the following planning applications:

None Received

12.22.186 Planning Decisions:
22/01473/LBC - North House, The Walls, Mistley, Manningtree, Essex, CO11 1AS
Approval - Listed Building Consent
21.11.2022
Delegated Decision Miss Penelope Hughes-Stanton - North House Gallery
Proposed removal of chimney stack on east side of building down to ridge and reinstating like for like red brick with reinstatement of internal degraded feather courses.
Resolved - noted by the Council

12.22.187 Planning Enforcement - to discuss the following enforcement appeal:
Site Address: Tesco Express, 32-34 High Street, Manningtree, Essex
Enforcement reference: 21/00194/BLDOP3
Appellant's name: TESCO STORES LIMITED
Appeal reference: APP/P1560/C/22/3309200
Appeal start date:
Alleged breach: 15 November 2022 Installation of a gas cooling unit and fencing without planning permission.

An appeal has been made to the Secretary of State against an enforcement notice issued by Tendring District Council on 13 September 2022.

Resolved - Cllr Taylor proposed commenting an objection on this appeal to continue MTC's original objection to support the residents of Manningtree, All in Favour.

- Noise Level of the unit affecting local residents
- No planning application made even though Tescos knew it would need one after the original application, stated that the original one had to go on the roof.
- This is not befitting of a heritage and conservation area.

Action - Clerk

12.22.189 To discuss an update on the school engagement plans - Cllr Brown
Cllr Brown advised he is waiting to hear back from the deputy head with plans to go in to the school next year. He will report back in the January Meeting.

Action - Cllr Brown

12.22.190 Report on the Community Engagement Award Plans
Clerk advised that the winners had been notified and invited to attend, plus other guest who the council wished to invite.
Cllr A. Marsh will notify the press of the ceremony.

12.22.191 To discuss joining the National Association of Cllrs - £21 per year - Cllr Brown
Cllr Brown proposed having this level of support for all Cllrs rather than the generic support for the whole council offered by the councils' other subscriptions.
The costs of being members already of the EALC and also NALC and then also TDALC, were discussed and the council stated that the cost for the support the council received was already sufficient. The cost of £21 per year per member (so £147 a year is too high)
Resolved - not to become members of the NAC

12.22.192 To discuss and approve adding a fourth member to the Personnel Committee
According to MTC standing orders there should be a fourth member on the personnel committee.
Resolved - Cllr Dunnett proposed Cllr Charlesworth, Cllr Stocks seconded, and all in favour.

Action - Clerk

12.22.193 To Discuss launching a mayors Charity
Resolved - decision deferred until after the elections.

12.22.194 Highways/Environment
a) Report on the posts on the South St Green - Cllr Charlesworth
Cllr Charlesworth advised only 2 need to be replaced, as the others are solid, also offered to fit them. Clerk will look into the costs of the timber and concrete to present at the next meeting.
Action - Clerk

b) To discuss litter and dog fouling in Manningtree
This issue comes up at this time of year due to the darker and colder nights, suggested maybe a targeted social media and noticeboard campaign. Also, if anyone knows of any specific dogs/owners then this can be reported to the newly hired Dog Warden at TDC.
Action - Clerk

c) To discuss the need for red lines on the roads in certain places in the Town
Cllr Stocks proposed requesting red lines outside the War Memorial starting at the end parking bay past the barbers shop to stop at The Crown boundary.
Cllr Dunnett proposed an amendment to this, for the Town Council to contact the barbers to let them know of Manningtree Town Councils Proposal.
Resolved - All in favour.
Action - Clerk

d) To discuss a street management pledge
Resolved - To Defer until March

12.22.195 To note that the resignation of the current clerk has been received, and to discuss advertising for a replacement.
Resolved - the notice has been accepted, running until 31st December 2022, however the clerk has advised she will stay on until 31st January with less hours to help until a replacement is sought.

12.22.196 To discuss asking a new company to provide a quote for lighting maintenance Proposed seconded
Resolved - Cllr Lay-Flurrie proposed, Cllr Stocks Seconded, all in favour.
Action - Clerk

12.22.197 Finance
a) To review the monthly financial Bank Reconciliation - As of 30th November there was a total of £23,893.82 in both bank accounts.
Resolved – The Council has seen this reconciliation and this has been confirmed and signed by the chair.

b) To approve new payments for December, in accordance with the 2022/23 budget – please see attached payment list.
Resolved – Cllr Dunnett proposed and Cllr Stocks seconded the payments – all in favour.
Action - Clerk

c) To discuss and agree the budget and precept amount for 2023-24.
To discuss an amendment to the budget in regards to the provision of the new memorial bench, to earmark these funds towards a new Town Sign instead.
Resolved - Cllr Dunnett proposed this amendment to the budget proposal above and this was accepted by the council.

The council discussed the budget at length, only wanting to increase the precept request by as small amount as possible. However there have been a lot of increases in costs this year as discussed at the finance meeting in November.
Resolved - Cllr Dunnett proposed to increase the precept to £27,764 a year a total increase of £1757 on this years precept, this is to be able to add £500 into the general reserves to keep that at 50% of the councils yearly expenditure, to maintain the councils healthy position, plus £1200 to go towards the projected increases, of the increased rent for a meeting room, clerk salary, Councillor expenses (training courses) and to top up the amount earmarked in reserves for the election in May, seconded by Cllr Taylor - all in favour.

Action - Clerk

d) To discuss the purchase of a memorial bench for the South Street Green
Resolved - all in favour of no longer purchasing a bench but adding a plaque to the new tree that is being planed at the memorial garden instead, as agreed in 12.22.197c.

Payments Received:
None Received

12.22.198 Report from the Personnel Committee
The personnel committee reported that they had met with the clerk and Cllr Brown and resolved her complaint by way of informal resolution.

12.22.199 To discuss Manningtree Town Council requesting a formal meeting with Cllr Guglielmi and Cllr Coley to enable the full Town Council to move forwards working together.
Resolved - All in favour to extend an invitation to engage with full council

12.22.200 To consider whether resolutions from the current meeting have an impact on biodiversity
Resolved - None

12.22.201 Items from councillors to be added to the next agenda
None

12.22.202 To note date and time of the next meeting and subsequent dates of the 2023 meetings.
Resolved - The next meeting is to be held on January 19th 2023 and the rest of the years meetings are to be held on February 16th, March 16th, 13th April Annual Town Assembly, 18th May Annual Meeting, 15th June, 20th July, 21st September, 19th October, 16th November and the 14th December 2023.

There being no further business the Chair closed the meeting at 21:41

……..signed……..date