



MANNINGTREE TOWN COUNCIL

Unapproved

Minutes of the Town Council Meeting

held in the Community Room on

Thursday 19th January, 2012 at 7:30 p.m.

113/11 Present:

Cllr. M. Dew (Mayor)

Cllr. P. Hughes-Stanton

Cllr. K. King

Cllr. L. Lay-Flurrie

Cllr. M. Morsley

In attendance:

PCSO Cuthbert (until 120/11)

Mr. O. Bennett (Harwich & Manningtree Standard)

4 members of the public

Mrs. W. Saint-James (Clerk)

114/11 Apologies for absence: Cllr. Hoskyns and Cllr. Guglielmi

115/11 Minutes of the previous meeting

Having been circulated previously, and subject to adding the words ‘...to the Essex side of the Stour...’ under item 102/11 and changing the word ‘may’ to ‘will’ under item 68/10 of 103/11, the minutes of the meeting held on 15th December were approved. Proposed Cllr. Morsley, seconded Cllr. Lay-Flurrie and signed by the Mayor.

116/11 Declaration of interests There were no declarations of interest.

117/11 Open Session

Mrs. Day mentioned that the noticeboard at the doctors’ surgery is in a state of poor repair and Cllr. King offered to speak to the surgery about it.

Action: Cllr. King

118/11 Report from the Police

PCSO Cuthbert reported that 6 crimes had been committed in December 2011 compared to 5 in the same period last year. He stated that the CCTV camera had not been used this month.

119/11 Reports from the District and County Councils

There were no reports from the District or County Councils.

120/11 Matters arising from the minutes

156/10 To consider time-restricted parking in North Street and Quay Street Mr. Degville of the North Essex Parking Partnership is meeting with TDC to discuss this and other potential schemes and the Clerk was asked to enquire if Cllr. Morsley could attend this meeting.

Action: Clerk

26/11 MTC funding for a Foundry Court Co-ordinator A job description for a Centre Development Officer had been issued and the Mayor added to the correspondence wallet a letter from Colne Housing. Interviews will take place mid-February and the agreed £500 funding will be paid at the next MTC meeting. The Luncheon Club will run for one year from commencement of the Centre Development Officer’s employment, financed by ECC, the three Parishes and Colne Housing. Colne Housing have procured £5,000 to improve the premises, (provide better access through the building and a better kitchen), which, subject to the plans, may affect the part that MTC leases.

29/11 H.M. The Queen’s Diamond Jubilee Cllrs. King and Lay-Flurrie attended another meeting. The Street Party will be ticketed for 200 children and a disco is planned along with a Punch & Judy show and a magician. Cllr. King will hand deliver letters to all residents/ businesses in Manningtree to inform them of the arrangements. The Lawford Clerk, Dave Thurlow, will send information to the local press. A fly-past is planned and it is hoped that the Red Arrows will put on a display. The Rotary Club is also helping out.

45/11 To discuss the closure of Mistley Police Station and the viability of its relocation The 3 Parishes’ Chairs met with the Police who have written to say they appreciate the need for both an operational base and a place to meet the public. All 3 parishes have suggested venues, some of which have been investigated and dismissed. The 3 Parishes’ Chairs want to send a letter to the local Superintendent to meet and discuss the various possibilities.

46/11 Town Council newsletter Cllr. King reported that the next issue is ready for printing. She has been quoted 7p./copy by local printers but is looking to reduce this. A budget of £50 was agreed for 650 copies to be distributed to local households/businesses. Cllr. King will be seeking opinions on this issue but has already received positive comments on the previous one.

Action: Cllr. King

61/11 To discuss temporary measures to use the Market Place as a car park The 28 day trial period has commenced.

74/11(b) Joint Neighbourhood Plan The Mayor reported that the 3 Parishes are awaiting advice from Chris Bowden.

105/11 Reports from Representatives on other Committees Cllr. King mentioned that Ms. Collier is organising an Easter event in April along The Walls. **Item discharged**

106/11 Meeting dates for 2012 **Item discharged**

108/11 To consider quotations received for the installation of bicycle racks at Royal Mail's Sorting Office and approve the planning application The Planning Application has been submitted. Once Planning Permission is received TDC will be appointed to carry out the work.

110/11 To approve a payment of £600 towards the Diamond Jubilee celebrations. **Item discharged**

121/11 Report from the Planning Committee

The Mayor reported that 4 planning applications had been received plus a pre-submission consultation from Stour Sailing Club:

Application Ref. 11/01499/FUL for the installation of four cycle racks on the frontage of Manningtree Delivery Office, 6 High Street. Following prior consultation with Cllr. Hoskyns the clerk submitted the council's support to TDC Planning; **Application Ref. 11/01491/FUL** for the addition of a rear dormer to existing roof space at 39 South Street. The Council agreed to a dormer in principle but did question its size and effect on the roof line. **Application Ref. 12/00012/LBC** to remove face brickwork to front of sitting room chimney breast and add fire surround and wood burning stove at 11 South Street. The Council supported this application. **Application Ref. 11/01494/ADV** for a proposed community and tourist information board at 2-4 Station Road. The Council had no objection to this application. **Action: Clerk**
Re. Stour Sailing Club Cllr. Morsley was pleased to note that they approached MTC prior to submitting their planning application. The Council supported the proposals in principle but questioned the accuracy of the drawing of the super-imposed view. Cllr. Morsley offered to speak to Robert Leeds to clarify the situation prior to a reply being sent. **Action: Cllr. Morsley/Clerk**

A reply had been received from the TDC Inspector regarding the business at 6 Station Road which stated that the extractor unit must be replaced before 26th March, so the Council will await further news. The subscription to The Journal of Local Planning was due for renewal and it was decided to subscribe for another year. **Action: Clerk**

122/11 Reports from Representatives on other Committees

- a). Cllr. Morsley was unable to attend the recent meeting of the Essex & South Suffolk Community Rail Partnership and is awaiting the minutes.
- b). Cllr. King attended the TDALC meeting but there was nothing relevant to report.
- c). Cllr. Hughes-Stanton was unable to attend the Business Chamber meeting but had received the minutes. As a result of some sweeping changes that had been proposed, on which her opinion was not accepted, she had resigned. The Mayor thanked her for representing MTC at the Business Chamber over many years and reporting to the Council. Cllr. King agreed to take over.
- d). Cllr. Lay-Flurrie attended the meeting of The Hub Action Group but has now resigned. Cllr. King agreed to take her place and Cllr. Morsley also offered to attend. It was agreed that an MTC Councillor should chair future meetings and that the agreed terms of reference should be adhered to in order to ensure they are as productive as possible. Subject to the conclusions of these meetings MTC might make additional comments on the planning application. The next meeting date of 1st February was no longer convenient and the Mayor would approach Sue Brown with alternative dates from Cllrs. King and Morsley. **Action: Mayor**

123/11 To discuss the adoption of the ICO Model Publication Scheme

Following prior circulation of the Model Publication Scheme it had been agreed in principle to adopt it. The Mayor proposed, and Cllr. King seconded, that MTC accept the Model Publication Scheme and carry out further work to meet its obligations by the end of 2012. **Action: Mayor**

124/11 To note the list of trees for which the council is responsible and consider asking Clive Dawson at TDC to carry out an initial inspection.

It was ascertained that the trees owned by MTC were the 2 in Quay Street and those on the Green in South Street. Cllr. Morsley offered to speak to Clive Dawson at TDC to request an initial inspection of these trees, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Morsley. **Action: Cllr. Morsley**

125/11 To approve the following for payment:

Mistley PC (quarterly payment for PCSOs)	:	£1,031.12
E.on (electricity for street lighting)	:	£166.09
Society of Local Council Clerks (Subscription)	:	£83.00

126/11 Correspondence

The Mayor thanked the councillors for getting the correspondence round in 2 weeks which helps tremendously in dealing with matters arising. The system is that he then looks at everyone’s comments and views and asks the Clerk to write letters or otherwise respond.

a). The following matters were brought to the Councillors’ attention:-

Email re. withdrawal of permitted development rights for the change of use of dwelling houses to houses in multiple occupation; E-shots from insurers re. Diamond Jubilee celebrations and risk management; letter from Essex Police re. Mistley Police Station; Letter re. planning applications at Bathside Bay; minutes and correspondence re. The Hub.

b). Some mail had been received post-agenda and included in the correspondence wallet:-

EALC update; email re. Faith in Democracy event; email re. upgrade work on TDC website; email from Lawford PC re. Co-op HGVs; 3 Parishes Trust newsletter; email re. Tendring Older Peoples Forum; invitation to Civic Service in Alresford; email re. Tour de Tendring; email re. Suffolk Cost & Heaths BALANCE Information Board; TDC Forward Plan 124.

There being no further business the Mayor closed the meeting at 8:30 p.m.

Signed.....

Dated.....