

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Tuesday 22 April 2003.

Present: The Town Mayor, Cllr. D. Craze (Chairman)
Cllrs: C. Liddy, C. Thompson, R. Davies, P.M. Hill, G. Primrose,
M. Hignell, S. Ford and J. Richardson.

Prior to commencement of business a minute's silence was observed in remembrance of Bob Richardson, past Town Mayor, Town Councillor and Borough Councillor, who had passed away suddenly on April 5.

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Cllrs. P. Gaster and M. Jarvis and Borough Cllrs. D. Adams and B. Newman.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 17 March 2003 be confirmed and signed by the Chairman as a correct record subject to Cllr. Hill's apologies for absence being recorded.

3. MATTERS ARISING FROM THE MINUTES.

7.9c) Business Park sign: Cllr. Davies reported that he had still to look into this.

5.b) Wivenhoe Public Conveniences: Cllr. Hill asked if the Town Council had been consulted on the revamping of the public conveniences. If not, the Town Clerk should write to the Borough Council conveying that the Town Council was not in favour of a single coin-operated facility costing £64,000 and that it would be more economical to spend this on updating the present public conveniences. Cllr. Davies said that he had already taken this matter up with the Portfolio Holder.

7.9c) Health Centre site: Town Clerk reported that no reply had been received from the PCT about the new site for a health centre.

4. POINTS RAISED BY MEMBERS OF THE PUBLIC. None.

5. REPORTS FROM MEMBERS OF THE COUNTY AND BOROUGH COUNCILS.

a) Essex County Council: Members noted the e-mail from Cllr. J. Young on LTP funding.

b) Borough Council: Cllr. Davies had nothing further to report.

6. COMMITTEE REPORTS.

6.1 Planning:

a) Minutes of the Planning Committee meeting held on 27 March (signed) were received and noted subject to Cllr. Thompson's apologies for absence being recorded. The minutes of the Planning Committee meeting held on 17 April were ratified by Cllrs. Davies and Liddy.

b) Section 106 Working Party: Cllr. Hill reported that an emergency meeting had been held with the Portfolio Holder, Borough Officers and the Head of Planning and Protection concerning certain issues. The matter of The Folly surfacing was still being pursued. Cllr. Richardson said that the Town Council Planning Committee had asked for a copy of the Section 106 Legal Agreement, as this had been referred to in the minutes of the last Planning Meeting of the Borough Council.

The Town Clerk confirmed that the Town Council had not been receiving Borough Council Planning agendas lately and this would be looked into. All members agreed with Cllr. Hill's sentiments on the inadequate way in which the Borough Council had dealt with something as important to Wivenhoe as this.

c) CBC – Local Plan Inquiry Inspector's Report: Cllr. Hill gave a review of the Inspector's Report stating that there were so far two objections to the plan – one referring to the change in status of the land behind the Cricket Club and one under CE7. He said that the material, although lengthy, was well worth reading. He also pointed out that the process of the Local Plan commenced five years ago.

6.2 Personnel:

Cllr. Davies reported that interviews for Groundsman were being conducted on Thursday. It was formally noted that Cllrs. Davies and Thompson would conduct the interviews, along with the Town Clerk.

Further issues such as the Handbook and Contracts of Employment would be discussed at the next Personnel Committee meeting. The Town Clerk advised that Welcome Packs for new Cllrs were being obtained from the Essex Association of Local Councils.

An unresolved matter concerning Mrs. S.R. Bradley's pension was also discussed and it was AGREED that the Town Council apply to the ECC Superannuation Fund for a refund of an overpayment which amounted to approximately £150. If, however, it transpired that the ECC Superannuation department's response was inadequate, then the Town Council would make provision for a realistic refund to Mrs. Bradley.

6.3 Best Value Committee:

a) Nothing to report.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Members received the report of the meeting held on 16 April and this would be taken forward to the next meeting. A problem concerning constant overnight parking of a car in the Hall's car park by a resident of the High Street was also discussed and this would also be looked into at the next meeting.

b) The request for reduction in hire charges for Charity Event on 8 May 2003 from Mrs. S. Usher was Agreed.

c) The request for an extension to hire on 31st May 2003 to 12.30am for a Wedding Reception was Agreed.

7.2 General Amenities Working Party.

a) Review of Cemetery Charges: Agreed an increase of 5% for all charges. The matter of non-resident applications were considered and it was AGREED that, due to the limited amount of space left in the cemetery, non-resident applications be suspended for the time being. Any non-resident applications having Wivenhoe connections could, however, apply to the Town Council for special dispensation. Each case would be considered separately.

7.3 Wivenhoe Wood Working Party. Nothing to report.

7.4. Mini-bus Working Group: Members noted that the end of year balance, prepared by the Town Clerk, was £4706.00. Cllr. Richardson advised that the Auction of Pledges would now be postponed to a later date.

7.5 Communications Working Group:

a) Wivenhoe Web Site: Cllr. Hill reported that the web site had achieved 10,000 visits since its launch 10 months ago. Members congratulated Cllr. Hill.

b) Annual Report: Members received the draft Annual Report for their comments.

7.6 Strategy 2000+: Nothing to report.

7.7 Engine Shed Working Group:

Cllr. Hill reported that the planning application was still going through the process at Lexden Grange. However an extra grant of £1,000 had been received from CBC Leisure Services.

7.8 WRUG: Nothing to report.

7.9 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Craze reported on attendances at the Scout and Guides Hotch Potch, the film premiere of a new video on Wivenhoe and Pam's Challenge on Easter Monday, which was excellent.

b) Tendring Show: Cllr. Hill reported on proposals for a Wivenhoe Community Tent at the Tendring Show and requested a budget of £600, part of which will be recouped. AGREED that the Town Council support the exhibition with a budget of £600.

c) Cllr. Thompson: Cllr. Thompson put forward the following proposal which was whole-heartedly Agreed with, viz: That this Town Council thanks the Mayor, Cllr. David Craze, and his fellow Cllrs, Mrs. Penna Gaster, Mrs. Mary Hignell, Mr. Steven Ford and

Mr. Michael Jarvis for their service to our community and expresses its good wishes for them all for the future.

d) Cllr. Thompson - Boundary Commission: The following proposal from Cllr. Thompson was also AGREED upon, viz: That this Town Council writes to the Local Government Boundary Commission to draw its attention to the illogical division of the civil parish of Wivenhoe into the Wivenhoe Cross and Quay Wards and calls upon it to ensure that, in any future review, all eleven members of the Town Council are returned from a single ward covering our entire community and that, if the Borough Council still exists, three Borough Councillors are similarly elected to represent Wivenhoe. Cllr. Thompson would draft a letter for member's approval.

e) Police Matters: Members received the letter from Essex Police's Public Relations Department requesting information on Wivenhoe. It was suggested that the department access the Town Council's web-site.

f) Skateboard Park: Cllr. Liddy reported that he had been in contact with the field officer of the NPFA on whether there would be any constraints on siting a Skateboard park on the King George V Playing Field. The Town Council's Amenities Working Party would try to ascertain the best site.

g) Motorcycle nuisance: Cllr. Hill reported that he had been in contact with WPC Allen who had advised that the motorbikes could now be impounded and she had seen some of the youths to warn them of this.

d) Access through Town Council Yard: Members noted that the resident of 75 High Street had been granted temporary permission to gain access to the rear of the property through the Town Council yard while they were clearing the site. The Town Clerk would write to the owner reminding them that the permission was only temporary and that a right of way had not been granted.

8. TOWN CLERK'S REPORT.

8.1 The Town Clerk reported that three Burial Grants had been issued and two memorials had been approved since the last meeting. Four burials had taken place and one interment of ashes.

8.2 NALC Direct Information Service. Issue Nos. 550 and 551 had been circulated.

8.3 Tenancy Allocations/Changes from Colchester Borough Council. None.

8.4 Work Management.

a) General: The Town Clerk reported that general landscaping had been carried out and grass cutting commenced on the King George V Playing Field and cemetery. A start had been made on re-pointing the cemetery wall along Stanley Road. Bunting had been put up along the quay area for Pam's Challenge on Easter Monday.

The number of customers and visitors to the Council Offices for the month of March totalled 151.

Members noted the report.

9. FINANCE.

9.1 Current Financial Report.

a) The March Spending and Income Report was received and noted.

b) **End of Year Balance:** Town Clerk reported that the end of year balance to the bank was £68,440.74

c) **Budget 2003/04:** Members received the new April budget sheet for 2003-2004. Mr. Len Horner attended to explain certain aspects of the budget, such as the major overhaul on the tractor and that the William Loveless Hall income had exceeded its estimated income. This was mainly due to increased usage, following the move of classes from the Wivenhoe Centre to the William Loveless Hall.

Members also noted that a record was being kept by the Town Clerk of the amount, including the groundsmen's time, that vandalism was costing the Council tax payer in Wivenhoe.

Members AGREED the budget for 2003 – 2004 subject to some minor changes.

A vote of thanks was given to Mr. Horner for his continued help.

9.2/3 List of Cheques.

The list of cheques numbered 501631 – 501646 drawn since the last meeting of the Town Council was approved and signed. The list of payments from the Imprest Account since the last meeting was received and noted.

9.4 Motions under Standing Orders Recommending Expenditure: None.

9.5 Appeals for Financial Support: None.

10. NEW BUSINESS.

10.1 Correspondence.

a) Post Office – Branch Move from 36 The Cross to 40 The Cross

Members received the letter requesting comments from the Town Council on the proposal for a branch move for the Wivenhoe Cross Post Office and had no observations other than that they were pleased to note that Wivenhoe was not losing a Post Office at the top end of the village. AGREED that a letter of thanks be sent to David and Jean Burrows.

b) **CBC – Monitoring Officer** – Members received and noted the letter from Andrew Weavers on the role of Monitoring Officer in relation to Town and Parish Councils and the Town Clerk would obtain guidance from the monitoring officer on certain issues.

c) **CBC Officer Mike Hill – farewell letter:** Members received the farewell letter from Mike Hill, Emergency Planning Officer. Cllr. Ford would write a letter of thanks to Mr. Hill.

d) **CBC – Meeting to Discuss Flooding:** Members received notification of a meeting to discuss flooding, arranged for Wednesday 28 May at 6.00pm at Town Hall. Cllr. Davies would be attending.

e) Countryside Agency: Members received the new publication on Parish Plans - A Guidance for town and parish councils. Cllr. Primrose took the document to study.

f) CBC Colchester Sports Pitch Development Plan.

Members received the first draft of a new Sports Pitch Development Plan for the Borough of Colchester from Jan Britton which was welcomed by Town Councillors and whole-heartedly supported by them.

10.2 Conferences/Seminars: Members noted the following:

Young Enterprise Company of the Year Award evening 20 May at Central Baptist Church, Chelmsford.

Colchester 2020 Stakeholder Conference on Tuesday 20 May and 3 June United Reformed Church, Red Lion Walk. Cllr. Davies would be attending.

10.3 Notices.

10.4 Licences. None had been received:

10.5 Highway Matters:

Town Clerk reported that an e-mail had been received from Colchester Borough Council requesting the Town Council's views of the naming of a development in St. John's Road/Brook as "Oakleigh Court". Members had no objection providing the spelling was "Oakley".

It was also noted that some of the roads on the new Bovis site had been named without consultation with the Town Council. The Town Clerk would check with CBC Planning Department on this.

Prior to the close of the meeting members congratulated Cllr. Hill on completing 20 years of service as Councillor on Wivenhoe Town Council. Members thanked Cllr. Hill for this splendid achievement and joined Cllr. Hill in some refreshments which he had provided for the end of the meeting.

The meeting closed at 9.50pm.

CHAIRMAN

