

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 21 July 2003.

Present: The Town Mayor, Cllr. G. Primrose (Chairman)
Cllrs: P. Hill, C. Liddy, C. Thompson, J. Richardson,
P. Kraft, T. Roberts, D. Purdey, S. Glozier-Green and K. Rogers.
Borough Cllr. E. Kraft and County Cllr. J. Young.

The Town Mayor and members welcomed recently co-opted Cllr. Sally Glozier-Green to her first Town Council meeting.

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Cllr. R. Davies, Borough Cllrs. B. Newman and D. Adams.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 16 June May 2003 be confirmed and signed by the Chairman as a correct record, subject to the following amendments: - 22/4/03 5.b) Wivenhoe Public Conveniences – to read “a lesser sum” instead of “this”; 8.4a) to read “write to” instead of “take up”.

3. MATTERS ARISING FROM THE MINUTES.

8.4b Dene Park Noticeboard: Members noted that the new notice board was now in place. Cllr. Thompson congratulated the Town Council’s groundsmen on their workmanship.

7.9b) Tendring Show: Cllr. Hill reported that the Show had been a success and that the Wivenhoe Exhibition had been very impressive with the Nottage Institute winning a cup and WAGA coming 2nd. Cllr. Primrose would write a letter of congratulations to all those involved.

10.1c) Disabled Parking Spaces, St. Mary’s Church. The response from Ed Manning stating that it would not be possible to put Disabled Parking Spaces in Falcon Yard because of double yellow lines was noted. Agreed to ask the Town Clerk to request that traffic wardens visit more often, especially on Thursday evenings and Sunday mornings

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

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

a) Essex County Council: Cllr. Young gave a report on student safety, traffic matters, school meals and the Area Forum; concerning the Disabled Facilities Grant Cllr. Hill asked if Cllr. Young could investigate the length of time between assessment and actual receipt of grant.

b) Borough Council: Cllr. Kraft reported on road safety, street lighting and a ‘surgery’ that he and Cllr. Adams were organizing at Broomgrove School, the first meeting of which would be held on the first Saturday in September. It was proposed that at the new Parish Councils liaison forum meetings there would be a possibility of funds being

earmarked for certain projects. Town Clerk would look out for this at the next meeting of the Forum.

6. COMMITTEE REPORTS.

6.1 Planning:

a) Minutes of the Planning Committee meeting held on 19 June (signed) and 10 July (unsigned) were received and noted. Town Clerk would write to Environmental Health to ask if they were monitoring the development the Acorn site, re contamination levels.

b) **Section 106 Working Party:** Cllr. Hill reported on progress re Cook's Shipyard. He reported that he had written to Cllr. Gower.

c) **Town and Parish Clerk's Forum – Planning Services:** Members received the brief notes from the meeting held on 19 June 2003 and AGREED to invite planning officers to meet Town Councillors with a view to obtaining guidance on planning responses. Town Clerk would complete the questionnaire from the Borough Council on links with Planning and Protection Services.

6.2 Personnel:

Cllr. Hill reported that the Personnel Committee had met twice and that the meetings proved very successful and progress was being made. An informal meeting would be held on 4 August 2003 at 7.00pm in the workshed.

The proposal to enable a complete review of office systems to be carried out, including IT training and establishment of new e-mail service was AGREED.

6.3 Best Value Committee:

a) Members received a copy of CBC Best Value Performance Plan 2003-2004.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Report of meeting held on 15 July 2003 was received and noted. Cllr. Primrose drew attention to the new William Loveless Hall progress document which was proving very useful. Cllr. Rogers said there was new legislation on fire doors which he would research.

Cllr. Kraft reported that she had sorted out matters concerning storage. AGREED to order two new 6ft tables and to modify the chair rack to enable it to be stored in the Colne Room.

7.2 General Amenities Working Party.

a) Notes of the meeting held on 14 July 2003 were pending. Town Clerk would ask the groundsmen to look at the leaking bus shelter at Cedrics Garage.

b) **Circus Starr** – Members reconsidered the request for reduction in hire fee of KGV Field for a one-day event on 28 October but AGREED to maintain their decision.

c) **Concert** - AGREED to the request from Wivenhoe Regatta Committee for Town Council's permission to hire the KGV Field and pavilion for the day and evening of 26 July 2003 for a concert.

d) **DDA in relation to Outdoor Play Areas:** Members received the Guidelines, from Wicksteed Leisure, intended to provide a broad understanding of what is required when Part III of the Act comes into effect on 1 October 2004.

7.3 Wivenhoe Wood Working Party.

a) The Colne Local Nature Reserve action plan and letter from Richard Mash, CBC Team Ranger was received and Cllr. Primrose and Cllr. Roberts would liaise to arrange a convenient date.

7.4. Mini-bus Working Group: Cllr. Richardson advised that she would be arranging a meeting very shortly.

7.5 Communications Working Group: Nothing to report.

7. 6 Engine Shed Working Group:

Cllr. Hill reported that there was some objection to the proposals and that a meeting had been held with the local objectors to hear their views. A letter of response would be sent to the residents concerned, offering dates of the next few Planning Committee meetings should the residents wish further meetings.

7.7 WRUG: Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Primrose reported on attendances Vice Chancellors Summer Reception on 19 June; Open Gardens on 21/22 June; Rowhedge Civic Service on 22 June; Garden Party at Meadowcroft on 28 June, which raised £117; Broomgrove School Fete on 4 July; Cricket Match on 9 July, which raised £101; Tendring Show on 12 July; Birthday party at the William Loveless Hall on 12 July; Race for Life on 13 July, where £150 was raised for Cancer Charity; Cricket Club afternoon on 13 July and the Teddy Bear's Picnic on 20 July where £155 was raised for the Mayor's Charity. Cllr. Kraft added that she had attended the Alzheimer's Day, which proved very interesting.

b) Police Matters: Cllr. Rogers reported on the recent arson attack on the lower lodge play area causing £23,000 worth of damage. Motorcyclists were still creating a nuisance and Cllr. Rogers had spoken to some of them. AGREED that Cllr. Thompson draft a letter to the Chief Constable, referring to the recent meetings held with Inspector Dale and Superintendent Murthwaite, and state that the present position was not acceptable and that policing in Wivenhoe should be returned to what it was 10/15 years ago.

c) Motion from Cllr. Thompson: AGREED to Cllr. Thompson's proposal "that the Town Council again requests that Colchester Borough Council as agent for the Highways Authority re-paints the zebra crossing at the junction of Belle Vue Road with the High Street and The Avenue before the current markings disappear altogether" Cllr. Thompson produced a digital photograph of the markings, which he would email to the Town Clerk for sending to the Borough Council.

d) Sports Pitch Development Plan: Concerning the Plan which identified 4 sites in the area it was AGREED that Cllr. Hill draft a letter requesting that priority be given for the acquisition of land for Broad Lane Sports Ground.

8. TOWN CLERK'S REPORT.

8.1 The Town Clerk reported that no Burial Grants had been issued and three memorials had been approved since the last meeting. One interment of ashes had taken place.

Members noted that because vandalism was taking up so much of the groundsmen's time the level of maintenance in both cemeteries had slipped behind schedule.

8.2 NALC Direct Information Service. Issue Nos. 554 to 557 had been circulated.

Items of note: Members noted the following:

557/2: June 2003 Reshuffle – A summary of changes in Government, including department responsible for parish councils (ODPM) was outlined in the June issue.

557/5: **Allotments:** A national Audit to monitor the use of allotments had been ordered by the Government to relax some of the rules which date back to 1908, such as the sale of surplus food, fruit growing, etc. Deckchairs and barbecues could replace the shovel and greater access encouraged for schoolchildren and community groups as a means to educate about wildlife and food.

The audit, ordered by the Deputy Prime Minister John Prescott MP, was triggered by concerns that too many allotments were being sold off to developers.

557/7: **Highway Agency powers:** For the first time uniformed Highways Agency traffic officers will patrol Britain's motorways 24hours a day, taking on some traffic management duties from the Police. The first office, covering the West Midlands, will be operational on Birmingham motorways early next year. Police will continue to investigate accidents and be responsible for law enforcement.

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

8.4 Work Management.

a) General: Town Clerk reported that most footpaths had been cut back and work had begun on trimming overgrown trees in the Old and New Cemetery.

Constant vandalism was becoming a problem and since the last meeting 33hours of the groundsmen's time had been spent on removing graffiti, picking up broken glass, repairing broken gates and overturned flower tubs. Reports were being kept and regularly emailed to WPC Allen.

However, two new litter bins had been installed on the KGV field and two new noticeboards had been made.

The number of customers and visitors to the Council Offices for the month of June totalled 158. Members noted the report

9. FINANCE.

9.1 Current Financial Report.

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

9.2/3 List of Cheques.

The list of cheques numbered 501682 – 501702 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 Bank Signatory Mandate:

RESOLVED that the Co-operative Bank plc continue as the Town Council's bankers and be authorized to honour all cheques, provided that such documents are signed by any three plus the Town Clerk in accordance with the specimen signatures shown.

9.5 Motions under Standing Orders Recommending Expenditure:

AGREED to IT Training and office system review - £300

AGREED to purchase two new 6ft tables @ approx £70 each

9.6 Appeals for Financial Support: None.

10. NEW BUSINESS.

10.1 Correspondence.

a) CBC – Local Strategy on Gypsies and Travellers - Received and noted copy of CBC Sub Group recommendations and a copy of the CDN Planning updated Report on site selection. Documents were available at the meeting.

b)ECC Tidal Flood Sirens Test – Noted that the annual test will be on Saturday 6 September at 11.00am.

c) CBC Consultation on Public Toilet Provision: Members received the complete review. The Town Council's views had already been conveyed to Borough a meeting to discuss this with the Town Council was being arranged by Dave McManus, CBC Waste and Transport Manager. AGREED that another letter be sent reinforcing the Town Councils views.

d) Standards Committee – New Procedures: Members received notification from Andrew Weavers, CBC Monitoring Officer, on the new regulations.

10.2 Conferences/Seminars: None.

10.3 Notices. None.

10.4 Licences.

Application for Goods Vehicle Operator's Licence operating from 21 Belle Vue Road. Applicant is Steven William Short of 13 Dixon Way, Wivenhoe.
No observations.

10.5 Highway Matters:

Cllr. Primrose drew attention to a low drain gulley in Rectory Hill. The Town Clerk would report this to the Borough Council for attention.

The meeting closed at 10.10pm

CHAIRMAN

