

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 16 February 2004.

Present: The Town Mayor, Cllr. G. K. Primrose (Chairman)
Cllrs: C.L.F. Thompson, S. Glozier-Green, C.P. Liddy, J.A. Richardson,
S.R. Davies, D. Purdey, K. Rogers, P. Kraft and T. Roberts.
Borough Cllrs: B. Newman and D. Adams.

Members were pleased to welcome back Cllr. J. Richardson.

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Cllr. P. Hill, Borough Cllr. E. Kraft and County Cllr. J. Young.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 19 January 2004 be confirmed and signed by the Chairman as a correct record subject to Minute 5.a) to read "Cllr. Roberts raised with Cllr. Young the issue of wheelchair access at Wivenhoe train station" and under 6.2 c) insert "Town Clerk to obtain estimates", instead of "obtain costings".

3. MATTERS ARISING FROM THE MINUTES.

10.1c) BT Removal of public payphones: Members were pleased to note receipt of the letter from BT confirming that the payphone outside the Council Offices would remain.

5.a) Visual Arts Facility: Members noted the response from Colchester Borough Council's Chief Executive, Andrea Hill and expressed appreciation for the offer of a representative of the partnership to explain the background of the Visual Arts Facility. Cllr. Liddy put forward several matters that needed addressing and following discussion AGREED that the Town Mayor raise with Andrew Budd, Borough Council Transportation Officer, the issue of what consultation had been undertaken on the question of the bus station being moved? Had the schools or user groups been consulted; what impact studies had been carried out, traffic or environmental and where the decision to move the bus station fitted into the Borough Council's Public Transportation Strategy and the Borough Council's stated aim to encourage less car use in the town centre. Cllr. Liddy would put together a draft letter for the Town Mayor.

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 had sent a written report stating that she had raised the matters of concern with Tony Ciaburro at the County Council and was still awaiting a reply. The same areas of concern had been raised with the Borough Council's policy scrutiny panel where the transport document was being scrutinized. With regard to congestion on Clingoe Hill the portfolio holder had advised that a flyover similar to that

on the Army & Navy roundabout was being considered. Provision of school meals was still an issue and Cllr. Young advised that she had put forward a motion requesting the County Council to award a group contract for school dinners.

b) Borough Council: Cllr. Adams reported that he was now on the Task and Finish Group of the Sustainable Management Committee and gave members an explanation of this. Cllr. Newman reported that he was Chairman on the Task and Finish Group of the Waste and Recycling Working Party and that the Essex County Council were about to renew the contract on waste management. On Planning, two controversial applications were being considered, and he had taken note of the Town Council's views. Cllr. Thompson enquired when the Water Tower would be considered and Cllr. Newman said it would probably be either the end of this month or the next. He would let the Town Clerk know the exact details. Cllr. Roberts enquired about the refurbishment of the public conveniences and Cllr. Davies said that nothing had been decided yet. Cllr. Newman said he would try to find out more from the portfolio holder.

Cllr. Thompson asked Cllr. Davies again about the road sign to the Wivenhoe Business Centre and Cllr. Davies said that he had taken this up with the highway department.

Cllr. Davies reported that he had been very involved with the new Health Centre and had attended site meetings with Highways officers and Planning officers concerning the site, following the submission of the outline planning application. Discussion then ensued on the subject following which Cllr. Davies explained that there was a footprint set out as laid down by the LIFT scheme and when certain requirements had been sorted out further plans would be submitted.

6. COMMITTEE REPORTS.

6.1 Planning:

a) Minutes of the Planning Committee meetings held on 8 and 29 January 2004 were received and noted. Cllr. Roberts drew attention to an amendment needed concerning the correct house number for 28 Rectory Road and Cllr. Liddy said that the reference to the Human Rights Act should read Articles 1 and 8, instead of just Article 8.

b) Section 106 Working Party: Members noted the response received from Nicola George explaining that the legal agreement cannot be completed or planning permission granted because the Developers were exploring options to carry out phased development and other options with regard to the provision of affordable houses. Until such times as these matters are resolved the legal agreement cannot be signed.

c) New Health Centre: A written report from Cllr. Hill on the situation so far in regard to the Town Council's outline planning application for a new Health Centre was circulated to all Town and Ward Cllrs.

6.2 Personnel:

a) Members received the report of Cllr. Hill on the Job Description for the new Reception/Admin Assistant role which was to be offered as a job share between 2 people so that the new Front Office reception area could be staffed throughout the year.

b) Agreed that the date for next meeting be 24 February at 7.30pm.

6.3 Best Value Committee: Nothing to report.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) The notes of the William Loveless Hall Working Party meeting held on 11 February were received. Cllr. Primrose reported that two estimates for the external painting of the Hall had been received and that the Working Party recommended acceptance of the lower quote.

AGREED to accept the lowest quotation for the external painting of the William Loveless Hall.

b) The next meeting would be held on 7 April.

7.2 General Amenities Working Party.

a) The notes of the meeting held on 9 February were received. Cllr. Glozier-Green reported that a letter had been received from the Churchwarden asking for the Churchyard railings to be re-painted again and advising the Town Council that the Churchyard entrance gate brick pillars were loose and needed repairing. AGREED that the Town Clerk write back stating that the railings would be re-painted, putting forward the Town Council's suggestion of black as a colour, and that advice be sought from a local builder concerning the Churchyard entrance gate pillars.

7.3 Wivenhoe Wood Working Party. Cllr. Primrose reported that a letter from the CBC Park Ranger, Mr. D. Mash, had been received, asking if the Working Party still wanted a meeting. Cllr. Roberts would respond to Mr. Mash.

7.4. Minibus Working Group: Cllr. Richardson said that she would shortly be arranging a meeting.

7.5. Youth Facilities Working Party: Concerning the bid for funding Cllr. Rogers reported that he had been contacted by the Essex Community Foundation as they needed more information about the Community Safety Group in Wivenhoe. Cllr. Rogers would be providing the necessary information to the Foundation the next day.

Cllr. Liddy reported that visits to three skateboard sites at Brightlingsea, Marks Tey and Witham would be taking place on Saturday 21 February.

7. 6 Communications Working Group: Nothing to report.

7.7 Engine Shed Working Group:

Cllr. Hill had sent a report advising that the engineering and sound consultants' reports had been given to the Borough Council Planning Department along with revisions to the planning application, as agreed by the Town Council Planning Committee following representations by residents living in the vicinity of the Engine Shed, in the hope the planning application will soon go forward to the Committee stage.

Members noted the report.

7.8 WRUG: Nothing to report.

7.9 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Primrose reported on attendances at a meeting with Elmstead Parish Council on 22 January, Wivenhoe Pantomime on 24 January, St. Mary's Quiz Night on 31 January and the CBC Rec-Create Project at the British Legion on 14 February. Cllr. Primrose also reported that she had re-registered with Essex On Tour for the coming year.

b) Press Launch of CBC Rec-Create Project: Cllr. Kraft reported on her attendance at the Press Launch of the CBC Rec-Create Project held on 28 January.

The project entailed a grant of £58,000 from the Essex Rural Renaissance fund and £15,000 from the Cory Environmental Trust to bring arts, recreational activities and facilities to three rural areas of the Colchester Borough, namely Tiptree, Wivenhoe and West Mersea. A range of exciting activities were planned to take place involving local community groups and school children. Seats and litter bins were planned for West Mersea, health walks and sculptured waymarkers for Tiptree Heath and a mini exhibition unit for Wivenhoe. Cllr. Kraft considered the Wivenhoe exhibit disappointing for the amount of funding involved and, despite the wide range of initial consultation on the project which took place, expressed concern that the Town Council had not been properly consulted or asked for their input on this important project. Cllr. Kraft added that those originally consulted at the initial stage of the project including libraries, schools and artists in Wivenhoe. Cllr. Kraft also said that she had tried to find out how much of grant had been set aside for the Wivenhoe project. Members expressed their dissatisfaction about the way the Project had been handled, especially as it involved a great deal of funding. More discussion ensued and it was decided that Cllrs. Primrose, Kraft and Hill would look into this and report back further on the project.

c) Police Matters: Cllr. Rogers gave a report on a number of walls which had been damaged by youths and of broken glass which had been thrown in the play areas. This had been reported to the Police. There had been some theft of older cars in Wivenhoe and the Police were dealing with this. He had attended five call outs this week, mainly to deal with drunken youngsters. Cllr. Rogers said this was only a handful and that the majority of youths in Wivenhoe were well behaved. Older youths were playing football regularly on the King George V Field and had requested that the goal posts be moved again as the goal areas were now very muddy. The Town Clerk advised that this would be done shortly. The next meeting of the Community Safety group would be on 18 March.

Members thanked Cllr. Rogers for his report.

Cllrs. Davies, Rogers and Purdey left the meeting at this point.

d) WAGA: Cllr. Richardson reported that because the Wivenhoe Allotment and Garden Association had adopted a new Constitution they wished to request that in the event of their organization ceasing to exist, the Town Council be willing to receive any unclaimed silver trophies to use for whatever purpose the Council determines.

Members AGREED to the request of the Wivenhoe Allotment and Garden Association.

e) Meeting with Elmstead Parish Council: Taken in camera at the end of the meeting.

8. TOWN CLERK'S REPORT.

8.1 The Town Clerk reported that no Burial Grants had been issued and two memorials had been approved since the last meeting. No interments had taken place.

8.2 NALC Direct Information Service. Issue Nos. 571 to 573 had been circulated.

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

8.4 Work Management.

a) General: The Town Clerk reported that during the recent wintry spell the Town Council had managed to obtain some grit and the groundsmen had helped in transporting the grit to the more inaccessible parts of the town. Work was almost finished on the renovation of the front office. Vandalism to fences, the tree-seat and the sand-pit wall had occurred and broken glass had been found in the Mede Way play area. The Borough Council's Clean Up Force had been asked to remove the broken glass. Wood chippings were being put on some of the footpaths in the wood and the tarmac path to the allotments had been cut back and cleared of leaves and debris. A window, deliberately broken, had been repaired at the William Loveless Hall. The number of customers and visitors to the Council Offices for the month of January totalled 94.

Members noted the Town Clerk's report. Cllr. Glozier-Green reported that following the discovery of an old car battery deliberately buried in amongst the wood chipping pile in the Council Yard, the police had been patrolling the yard regularly in the evenings.

9. FINANCE.

9.1 Current Financial Report.

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

b) The Town Clerk reported that only those cemetery walls which faced Belle Vue Road and Stanley Road were applicable to be insured under vehicle impact, and had been added to the Town Council's insurance policy at a cost of an additional premium of approximately £300 per year. The insurance company had also advised that they no longer provide for cover under storm damage for the remaining walls. Members noted the Town Clerk's report.

c) Audit 2002/03: Noted closure of Audit for 2002/03 and receipt of External Auditor's Certificate and Report for the year ended 31 March 2003.

d) Fidelity Guarantee Insurance: The Town Clerk reported that in accordance with Auditor's recommendations the Town Council's Fidelity Guarantee Insurance should be increased to £115,000, to represent the Town Council's closing cash balance plus ½ the precept.

AGREED that the Town Council's Fidelity Guarantee Insurance be increased to £115,000.

9.2 List of Cheques.

The list of cheques numbered 501831 – 501849 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:

External painting of William Loveless Hall £1975

9.5 Appeals for Financial Support: None.

10. NEW BUSINESS.

10.1 Correspondence.

- a) **Essex School Organisation Plan 2003-2008:** Members received the copy of the document which replaces the Organisational Plan for 2002 – 2007.
- b) **ECC Draft Best Practice to Walking :** Members received and noted the copy of the document for consultation during February. Comments were to be in by 27 February 2004. Cllr. Liddy offered to go through the document.
- c) **CBC Policy on Flood and Coastal Defence -** Noted receipt of the copy of the document on the Borough's policy for Flood and Coastal Defence.
- d) **LAF Countryside and Rights of Way Act 2000:** Members noted receipt from the Local Access Forum for Essex concerning dedication of land for public access.

10.2 Conferences/Seminars. None.

10.3 Notices.

10.4 Licences.

Members noted the Transfer of Justices Licence for the Village Delicatessen from Jennifer Jane Martin and Barry John Martin to Adrian Keith Lilley and Katharine Frances Lilley, which was to be heard on 5 March 2004. They had no objections.

10.5 Highway Matters:

a) CBC – Notice of Variation to Charges for Car Parks and Permit Parking Areas:

Members noted receipt of the above, commenting on the large increase in Resident's Parking Fees from £33.00 to £43.00 per year.

b) Temporary Closure of B1027 – Members noted receipt of Temporary Closure Notice of B1027 from 7pm on 20 February to 5.00am on 21 February.

The meeting closed at 9.30pm.

CHAIRMAN