

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 11 October 2004.

Present: The Town Mayor, Cllr. P Hill (Chairman),
Cllrs: P Kraft, C Thompson, T Roberts, F Richards, C Liddy, D Purdey,
M Davies, G Primrose and S Glozier-Green
Borough Cllrs: S Ford.
Mrs. A Stinson (Town Clerk)

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Cllr. K Rogers, Borough Cllrs. D. Adams, A. Quarrie and E Kraft and County Cllr. J Young.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 20 September 2004 be confirmed and signed as a correct record.

3. MATTERS ARISING FROM THE MINUTES.

- a) Redundant Computer – members noted receipt of a letter of thanks from OTT, Opportunities Through Technology, via Mrs. Daphne Meyers, who had passed onto them the Town Council’s redundant computer.
- b) Meeting with the Police – Town Clerk to chase date for meeting.

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 circulated a written report. In response to Cllr. Thompson’s enquiry about the future of the Colchester Branch of the Essex Records Office Cllr. Young had received an email from ECC Cultural Services explaining the need to improve and widen the access to archives by exploring the development of further archive access points in libraries, developing on-line access to archives through internet service SEAX and a review of the future role of the current branch network - which included the branch at Colchester. A further £70,000 had been invested in upgrading and improving SEAX and, until a review of the impact of improved library access is carried out, no decision will be made about the future of the branch networks. The overall objective for all the changes is to improve access for members of the public.

Concerning permanent SIDs, Cllr. Young reported that she had been advised by Traffic Management that the policy for the moment was to await the outcome of a year-long trial to determine optimum deployment of such signs. Speed records in locations of other specific sites requested by the Town Council had been looked into. Two sites for mobile trailer-mounted variable message signs had been identified at Rectory Road and will be

operational in the near future. The situation will be reviewed in the light of findings from the variable message sign trial in April/May 2005.

b) Borough Council. Cllr. Ford reported that he had raised the matter of the alleyway behind The Nook with CBC officers who had advised that it and other similar footpaths were the responsibility of abutting householders to keep clear. Cllr. Thompson asked if there was anything that was being done to relieve the traffic congestion on Clingoe Hill, which was occurring during the day, not just rush hour, and whether it would be possible for a meeting to be held in Wivenhoe involving representatives of Essex County Council, Colchester Borough Council, Tendring District Council, and, following discussion of the possibility of using Boundary Road, representatives from the University of Essex. Cllr. Ford said he would follow this up and also contact Andrew Nightingale at Essex University about this.

Cllr. Roberts reported that Cllr. Quarrie had taken up a couple planning enquiries.

6. COMMITTEE REPORTS.

6.1 Planning

a) Cllr. Roberts gave a report on the meeting of the Planning Committee meeting held on 5 October. The minutes would be circulated to members shortly.

b) Section 106 Working Party: Cllr. Hill had nothing to report.

c) Health Centre: Cllr. Hill had been in contact with the PCT's agent developers, Mill Group, who had made progress with highway consultants and the location of the new Health Centre.

d) Delegation of Planning Functions: Cllr. Hill reported that he had spoken with Mike Crouch on this matter who was willing to attend a meeting of the Town Council's Planning Committee with Nicola George to discuss how the Town Council can become more effective as a Planning Committee. The Town Clerk would forward the dates of the Town Council's future planning meetings to Mike Crouch.

6.2 Personnel:

Cllr. Purdey reported that policy documents were being prepared for submission to the next Personnel Meeting on 9 November. Progress on filing and retrieval was going according to plan with a formal policy being presented later.

6.3 Best Value Committee

Cllr. Hill had updated the Strategic Action Plan and circulated a copy for all members. The next meeting would be on Monday 18 October.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Members noted that the date of the next meeting would be on 20 October.

b) The letter from the Wivenhoe Gilbert & Sullivan Society requesting an extension for the after-show party on 19 March, 2005, as per previous years was AGREED.

7.2 General Amenities Working Party.

- a) No meeting was held this month, but an Allotment Inspection had taken place and members of the GAWP would be attending the next WAGA committee meeting on Tuesday 12 October 2004.
- b) The request from a local resident for special dispensation to share an ashes plot already allocated to her parents in the New Cemetery was AGREED.

7.3 Wivenhoe Wood Working Party. Nothing to report.

7.4. Minibus Working Group:

Cllr. Kraft reported on a successful visit to Pickrells of Billericay, at which three members and three drivers attended. After consideration it was AGREED that the Working Party's recommendation for the purchase of a nearly new vehicle at a cost of £21,000 be accepted, offset by a grant of £14,500 from CBC, and that the current bus be advertised for sale at no less than £8,000.

7.5. Youth Facilities Working Party:

- a) Nothing further to report on the Youth Shelter.
- b) Cllr. Liddy reported that the Working Party had considered the various methods that may be used to provide the most effective consultation for all Wivenhoe residents and put forward the following proposal:

1. That a firm of specialist skateboard consultants be commissioned by the Town Council to carry out a feasibility study into the project at a cost of £2,000 plus VAT and to be held Saturday 6 November 2004.

2. The Town Council will set out the objectives to be pursued by the consultants. These will include: -

- The consultation should include the views of users and non-users
- It will consider management matters of viability and sustainability
- Requirements and equipment
- Provide objective recommendations for the location of the site

3. In order to achieve these objectives, the Town Council will set out the consultant's terms of reference and timetable of activity and will expect a report with recommendations for the next January meeting.

Members discussed the proposal in depth and after consideration AGREED to accept the Working Party's proposal to engage consultants, Tribe Enterprises, with costs to be met out of the Town Council's Skateboard Park budget reserve.

Four sites would be considered for the feasibility study.

Cllr. Roberts thanked the Working Party for the enormous amount of work that they had put into this controversial project.

7.6 Communications Working Group: Nothing to report.

7.7 Engine Shed Working Group

Cllr. Hill reported that work was progressing on documents to support the grant applications.

7.8 WRUG:

a) Cllr. Hill reported that he had called a meeting on Friday 1st October with several residents of West Quay and the Coastal Estuary team, headed by Alex Midlen to discuss a proposal for pontoons in the river alongside West Quay. Alex Midlen, however, withdrew the proposal, in the light of many residents' objections. Cllr Hill's record of the meeting was noted.

7.9 Members' Individual Proposals or Reports:

a) Mayoral Activities

Cllr. Hill reported on attendances at Colne Community School Awards Evening on 22 September; Wivenhoe Tennis Club Awards Evening on Saturday 2 October; Broomgrove Infants School Harvest Service and FOSM Harvest Songs of Praise on Sunday 3 October; and Harvest Supper at St. Mary's Church on Saturday 9 October.

b) Community Safety and Police Matters

Cllr. Kraft gave an update on Cllr. Rogers. Members were pleased to hear that he was making progress and asked Cllr. Kraft to pass on their their best wishes.

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.

8.2 NALC Direct Information Service. Issue Nos. 587 had been circulated.

a) Fund for Quality parishes – Members noted the NALC information circulated by the Town Clerk on this new source of funding and would start giving consideration towards projects for bids, the maximum limit being up to £15,000. Best Value Committee would add this to their agenda for 18 October.

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

8.4 Work Management.

a) General: Town Clerk reported that overgrown trees in the New Cemetery had been cleared and a start made on cutting the grass in the Old Cemetery. The dog exercise area had also been cut and cleared. Carpet tiles had been laid in the Council Office lobby, stairs and landing and one obsolete computer had been taken by a local charity. The number of visitors to the Council Offices for the month of September totalled 105.

b) CBC 'Walkabout' 11 November. The Clerk would be drawing up an agenda of 'hot spots' and members were asked to submit their items for consideration. Cllr. Hill put

forward the Londis area, replacement of litter bins and the verge by Watsham Place. John Lemon of Parking Services would also be invited to attend the walkabout.

9. FINANCE.

9.1 Current Financial Report.

a) The September spending and income Report was received and noted.

b) **Outbuildings Lease:** Members noted that the lease for the Town Council's outbuildings expires on 31 March 2005 and AGREED that a new lease be taken on. The Town Clerk would confirm this to Keith Durrant of CBC Estates Services, at the same time drawing attention to the roof of the outbuildings which had started leaking and was in need of urgent repair.

9.2 The list of cheques numbered 501973 – 501982 drawn since the last Town Council Meeting was received and noted.

9.3 The list of Payments made from the Imprest Account since the last Town Council Meeting was received and noted.

9.4. Motions Under Standing Orders Recommending Expenditure.

7.5 Skateboard Park: Consultancy Fee and other associated cost of public consultation £2,000 plus VAT
AGREED to approve expenditure from budget code 40/27

9.5 Appeals for Financial Support.

a) Members noted the letter of thanks from Wivenhoe Pre-School Playgroup for the Town Council's contribution to half the cost of their sign.

10. NEW BUSINESS.

10.1 Correspondence.

a) **CBC Draft St Botolph's Quarter Masterplan – Amendments:** Deferred from two previous meetings: The Town Council's main concern was the site of the bus station, facilities for coach parks and the lack of forethought given to the transport system in general. Cllr. Roberts would prepare a summary of the Town Council's views and Cllr. Hill would email Ian Vipond and new Chief Executive Adrian Pritchard with a proposal that they come to another meeting to consider the Town Council's and the community's views on the VAF and the bus station.

b) **NHS – Essex Ambulance Service – Consultation 'Towards an Emergency Care Trust'** Cllr. Davies would look through document. Consultation period finishes 31 December 2004.

- c) **The Electoral Commission Boundary Committee recommendations for the periodic electoral review for the county of Essex.** – The letter from the Boundary Commission advising acceptance of the recommendations was noted.

10.2 Conferences/Seminars. Members noted the following:

CBC – Budget Consultation Workshop 3 November 6.30pm, Myland Hall Education Centre, Highwoods.

Workshop to enable Town and Parish Councils to be consulted on the Borough Council budget to 2005/06.

The invitation was extended to all Town and Parish Councillors and Clerks, maximum of four delegates from each Parish or Town Council.

All members available would try to attend.

10.3 Notices. None.

10.4 Licences. None applied for.

10.5 Highway Matters:

- a) **CBC – repairs to Vine Farm Road Estate surface:**
Members received the disappointing response from John Simpson, Head of Street Services. Cllrs. Adams and E. Kraft would be asked to try and further the priority for these repairs.
- b) **Colchester Road** – Members noted that Geoff Harris, Engineering and Projects Manager would be looking into the issues raised about safety, particularly for people involved when cars overtake cyclists.
- c) **CBC Anti-drink Driving campaign:** Members noted the launch of the Anti-drink Driving Campaign in Wivenhoe which they fully supported.
- d) **Junction with Brightlingsea/Elmstead Road.** Cllr. Hill reported that the Borough Council's plans for improvement of this junction had now been abandoned. AGREED that the Town Clerk write to CBC Highways officer Beverly Gould expressing the Town Council's disappointment that this very dangerous junction was not be improved and suggesting that traffic lights be installed to allow vehicles to safely cross the Brightlingsea Road.

The meeting closed at 9.10 pm.

CHAIRMAN