

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 15 March 2004.

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Present: The Town Mayor, Cllr. G. K. Primrose (Chairman)  
Cllrs: S. Glozier-Green, C.P. Liddy, D. Purdey, K. Rogers, P. Kraft, P.Hill  
and T. Roberts.  
Borough Cllr. B. Newman.  
Cllr. Gary Scott of Tendring District Council, Jeremy Jacobs and Tom  
Weatherall.

Prior to commencement of business members observed a minute's silence in remembrance of their friend and colleague, Cllr. Richard Davies, who passed away so very suddenly on 23 February 2004. All members expressed their sadness, and agreed that he would be much missed on the Town Council. Messages of condolences had been sent to his wife Margaret and her family. The Funeral Service was held in a full St. Mary's Church on 2 March followed by a reception at Wivenhoe Sailing Club.

#### **1. APOLOGIES FOR ABSENCE.**

Apologies for absence had been received from Cllrs. C.L.F. Thompson, J. A. Richardson, Borough Cllrs. E. Kraft and D. Adams and County Cllr. J. Young.

**2. MINUTES.** RESOLVED that the Minutes of the Meeting of the Town Council held on 16 February 2004 be confirmed and signed by the Chairman as a correct record subject to Minute 7.5. Skateboard sites: to read "Ipswich" instead of "Brightlingsea" .

#### **3. MATTERS ARISING FROM THE MINUTES.**

**7.9b) Rec-Create Project:** Noted that the local launch of Rec-Create would be on 24 April at 3.00pm at Wivenhoe Library.

#### **4. POINTS RAISED BY MEMBERS OF THE PUBLIC.**

Members welcomed Cllr. Gary Scott of Tendring District Council who had attended the meeting to address members on the need for traffic calming measures along the Wivenhoe Road through to Alresford. AGREED that Cllrs. Newman, Scott and Dimmock, as a partnership between the two parishes of Alresford and Wivenhoe, pursue this and approach the County Council with a view to provision of a pavement along the Wivenhoe Road and methods of slowing traffic down.

Cllr. Primrose had also received a letter from Mr. R. Chopping concerning the matter of the use of the garden at the rear of the Rose and Crown PH. Cllr. Newman offered to look through the Planning records at Lexden Grange to see if there was ever a change of use for the garden area.

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

**a) Essex County Council:** Cllr. Young had sent a written report on the following:

a) Budget set at 4.7%, a lesser increase than last year;

b) School meals: she had put forward a motion asking for a commitment to ensure that every child in Essex receives a hot school meal for every free school dinner recipient or for those who purchase a school dinner. This motion was not passed. A similar motion would be put before Colchester Borough cabinet; the deal struck for the south of the County to continue the school meals contract till the end of the summer term had fallen through and negotiations with Scholarest for the North had not proved fruitful. About ½ of the schools will provide a hot meal and the other ½ were undecided or going for sandwich option. Millfields had opted out to provide their own service and Broomgrove would continue to provide a hot meal for the time being.

c) Colchester Transport Plan had passed through Borough and County Councils. Cllr. Young had passed on the views of the Town Council and any further information for the Southern Bypass would be sent on to the Town Council:

d) St.Botolphs regeneration: Cllr. Young had raised concerns about the failure of the Borough to consult with the Town and Parish Councils on the proposals and had obtained an assurance that consultation would take place in future.

e) Health Centre: Cllr. Young reported that she had been in correspondence with the Fire Authority concerning shared access, which incurred significant costs, the LIFT scheme would be at financial close in early April and so the situation was crucial at the moment. She would be keeping Cllr. Hill informed on progress.

**b) Borough Council:** Cllr. Newman reported that there was to be presentation of LIFT on 24 March at 6.00pm. The problem of removal of refuse from Phillip Road had been causing concern and he would be taking the matter up with the Portfolio Holder. The planning application for development behind The Flag would be going before Committee on 18 March. Cllr. Roberts would be speaking on behalf of the Town Council. Cllr. Newman reported that it was probable that the Water Tower development would go before Planning Committee on 1 April. Concerning the forthcoming election on 22 April Cllr. Newman reported that the costs would be in excess of several thousand and if no requests had been received then it would have waited until 10 June when elections were being held anyway. As the matter now stood it was a complete waste of tax-payer's money.

## **6. COMMITTEE REPORTS.**

### **6.1 Planning:**

**a)** Minutes of the Planning Committee meetings held on 19 February 2004 were received and noted. Cllr. Primrose reported that she did a site visit concerning an application for a conservatory and the comments of the Planning Committee was that frosted glass be used on the side overlooking a neighbouring property.

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

**c) New Health Centre:** Cllr. Hill reported that the PCT were staging a presentation on 24 March, meetings had been held with the Mill Group concerning two major schemes and discussions were ensuing on a shared access with the Fire Authority. Cllr. Hill proposed that a Working Party be created with the three Ward Cllrs, Cllrs. Kraft, Rogers and Primrose and Jane Ringland of the Wivenhoe Surgery to further the project. This was AGREED .

## **6.2 Personnel:**

a) Cllr. Hill reported that Cllr. Roberts had joined the Personnel Committee.

b) Concerning recruitment the advertisement for the Reception/Admin Assistant had now been publicized as a job share between 2 people, in order for the Front Office reception area to be staffed throughout the year, including lunchtimes. The closing date was 22 March with a start date of 4 May 2004.

**6.3 Best Value Committee:** Nothing to report.

## **7. WORKING PARTY REPORTS.**

### **7.1 William Loveless Hall Working Party:**

a) The next meeting to be held on 7 April.

b) **Toilet for Disabled.** Cllr. Kraft reported that meetings had been held with two builders and estimates were awaited. Consensus of opinion was that the space was too small and the only way was to remove a wall. Further report would be made at the next meeting.

c) **Wivenhoe Gilbert & Sullivan Society** – The request for after-show party on Saturday 20 March was AGREED but only until 1.00am, not 1.30am as requested.

d) **Wivenhoe Gilbert & Sullivan Society** – The request to be included at the Working Party meetings was considered but it was decided to ask the Society what they thought that they would get out of the meetings, as the current make-up of William Loveless Hall Working Party was already large enough.

### **7.2 General Amenities Working Party.**

a) The report of meeting held 8 March was received and noted.

b) **Old Cemetery east boundary wall:** The estimate for repair of loose copings on the east wall and repairs to the brick pier in the sum of £250 was AGREED upon.

c) **Cemetery Charges:** AGREED the recommendation for a 3% increase in cemetery fees.

d) **Wivenhoe May Fair:** The application from the Wivenhoe May Fair Committee to hold this year's event on 31 May 2004 was AGREED.

**7.3 Wivenhoe Wood Working Party.** Cllr. Primrose reported that a meeting had been arranged with Mary Bagley of Colchester Borough Council Leisure Services on 28 April at 7.30pm in the Council Chamber.

#### **7.4. Minibus Working Group:**

a) **Co-option** - Cllr. Primrose reported that Mrs. Margaret Davies had applied for co-option onto the Working Group and it was AGREED that Mrs. Davies be welcomed onto the Committee.

b) A meeting would be arranged shortly.

c) **Town and Parish Councils Grant Scheme** – Cllr. Primrose proposed that a match-funding bid, for replacement of the mini-bus be submitted to the Borough Council, the closing date for applications being 30 April 2004. This was AGREED and the Town Clerk would submit the necessary application forms.

**7.5. Youth Facilities Working Party:** Cllr. Liddy reported on the meeting held on 11 March stating that the preferred model which the Working Party has visited was the skate park at Marks Tey. The Working Party were still pursuing funding for the youth shelter and a further report would be made at the next meeting.

#### **7.6 Communications Working Group:**

a) Cllr. Hill reported that the celebratory party for the Wivenhoe Web site would be held in the William Loveless Hall on 13 May 2004.

#### **7.7 Engine Shed Working Group:**

Cllr. Hill reported that it was unlikely that any decisions on the planning application would be received before May at the earliest. Thanks were expressed to Cllr. Eugene Kraft on this.

**7.8 WRUG:** Cllrs. Primrose and Hill attended the meeting held on 25 February at the Sailing Club regarding the proposals to locate floating pontoons for use by visiting yachts. 60 or 70 boats a year was the expectation and a solution of where to site the pontoons had not been reached. Thanks were expressed to Alex Midlen of the Colne Estuary Strategy for organizing the meeting.

#### **7.9 Members' Individual Proposals or Reports:**

a) **Mayoral Activities:** Cllr. Primrose reported on attendances at the funeral of Cllr. Richard Davies on 2 March; a Presentation at the University of Essex on 3 March and the Mayor's Ball on 6 March where a record £1,670 was raised. Members congratulated Cllr. Primrose on the Mayor's Ball and Cllr. Primrose thanked all those who had helped to make the occasion so successful.

Cllr. Primrose also reminded members about Past Mayor's Badges and the Annual Cricket Match which was to be held on 7 July 2004.

b) **Police Matters:** Cllr. Rogers reported that he had gone through the Crime and Disorder Act 1998 with the Town Clerk which revealed that the Town Council was in compliance with most contained within the Act. A written report on the subject was circulated to all members at the meeting. Cllr. Rogers also reported that he had visited all the licensees in the town concerning the under-age drinking problem. Problems with Mede Way had improved and he had asked for more policing at weekends.

It was AGREED to invite PC Steve May to the next Town Council meeting.

Members thanked Cllr. Rogers for his report.

## **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. 574 to 576 had been circulated.

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

### **8.4 Work Management.**

**a) General:** The Town Clerk reported that more vandalism to fences and walls had taken place and some of the miniature daffodils had been cut about. Both goal posts had been taken down for repainting and the goal areas rotovated ready for re-seeding with grass. The flagpole in the front of the Council Offices had also been repainted. The number of customers and visitors to the Council Offices for the month of February totalled 108.

**b) Quality Status:** Town Clerk reported that the Town Council's application for Quality Status had been successful and that the Certificate would be awarded at the AGM of the Essex Association of Local Councils on 23 June 2004. Members congratulated the Town Clerk on this achievement, in particular the work which had gone into putting together the material which had to be documented as evidence in order to present the Town Council's application.

## **9. FINANCE.**

### **9.1 Current Financial Report.**

**a)** The February Spending and Income Report was received and noted.

### **9.2 List of Cheques.**

The list of cheques numbered 501850 – 501865 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:**

Repair of old cemetery east boundary wall pier      £250 plus vat

### **9.5 Appeals for Financial Support:**

**a)** Wivenhoe at Your Service – AGREED to provide sponsorship of one page at £150, as in previous years.

**b)** Women for Women Cycle the Nile: AGREED to sponsor Laura Whitfield of Wivenhoe for an amount of £100, to be made payable to the Institute Trust Fund.

## **10. NEW BUSINESS.**

### **10.1 Correspondence.**

- a) **CBC New Strategic Plan 2004 – 2007:** Members received the copy of the new plan approved at the CBC full meeting on 18 February 2004. Cllr. Hill would look through the document.
- b) **Civil Contingencies Bill and Emergency Planning :** The response of Bernard Jenkin, MP, and the details of the Parish Exercise taking place on 1 April 2004, were received and noted. Cllrs. Primrose and Glozier-Green would be taking part in the emergency exercise.
- c) **CBC 1<sup>st</sup> Town and Parish Clerks Newsletter** - Members received the copy of the first issue.
- d) **2001 Census Atlas of Colchester:** Member noted receipt of the copy.
- e) **ODPM – Standards Board for England:** Members received copies of consultation papers setting out proposals to issue guidance and Regulations relating to the arrangements by which local authority monitoring officers may investigate allegations of misconduct by members referred to them by ethical standards officers.

### **10.2 Conferences/Seminars.** Members noted the following:

- a) East Essex Area Forum – 16 March, Harwich Community Centre.
- b) Town and Parish Council budget meeting – Thursday 25 March 6.00pm in Charles Gray Room at Colchester Castle. Double Taxation issues to be discussed

### **10.3 Notices.**

Town Council's Annual Cricket Match – Wednesday 7 July 2004

### **10.4 Licences.**

### **10.5 Highway Matters:**

#### **a) Philip Road Fencing:**

Members noted receipt of the letter from a resident about the installation of the new fencing along Philip Road and sympathized with the resident that it was a matter beyond the control of the Town Council. However the Town Council was in agreement that the type of fencing was entirely unsatisfactory for a Conservation Area and presented an eyesore. The Town Clerk would write to the Planning Department setting out the Town Council's objections to the fencing.

The meeting closed at 9.45pm.

**CHAIRMAN**

