

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 19 July 2004.

Present: The Town Mayor, Cllr. P Hill (Chairman),
Cllrs: G Primrose, M Davies, P Kraft, C Liddy, CLF Thompson,
T Roberts, K Rogers, S Glozier-Green and D Purdey
Borough Cllrs: S Ford and E Kraft
County Cllr. J Young and Cllr. T. Young
Mrs. A Stinson (Town Clerk)
Jeremy Price (Evening Gazette)

Prior to the start of the meeting Cllr. Hill presented three pieces of Artwork that he had purchased at the Art on the Railings for the Town Council's collection of work by local artists. These were framed photographs by Lucy Wadley, Tim Multon and smacks painted on driftwood by Meriol Enson.

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Ward Cllrs D. Adams and A. Quarrie.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 21 June 2004 be confirmed and signed by the Chairman as a correct record.

3. MATTERS ARISING FROM THE MINUTES.

a) Casual Vacancy – Co-option: Further to the last meeting of the Council, the recommendation of the Interview Panel was put before the Town Council and it was unanimously AGREED that Mrs. Frances Richards be co-opted onto the Town Council. Thanks were expressed to Cllr. Primrose for Chairing the Interview Panel.

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 reported that it looked like funding was still available from the Cory Environmental Trust. The Town Clerk noted this and would investigate. Concerning the poor road surfaces on the Vine Farm Estate Cllr. Kraft asked if Cllr. Young could arrange a site visit with the highways department; that she had put forward the Town Council's comments on the fencing at the Phillip Road Centre and that she had represented the Town Council's views concerning the issue of social housing at the Borough Council Planning meeting on 15 July.

b) Borough Council: Cllr. Ford read out the submission he had made at the Borough Council's Planning Committee on 15 July concerning social housing provision. Cllr. Kraft reported on the Mede Way Play area and the recent problems with ball games in the grassed area. A site meeting was discussed and if arranged, Cllr. Glozier-Green would attend. Cllr. Kraft also raised the matter of the severed wires at the style at the lower end of the Lower Lodge open space, allowing access onto the railway line and the

cycle track. Cllr. Thompson reported that Network Rail had replaced the wires in the past. Cllr. Kraft would pursue this.

6. COMMITTEE REPORTS.

6.1 Planning:

a) The Minutes of the Planning Committee meeting held on 24 June (signed) were received and noted. Cllr. Primrose gave a report of meeting held on 15 July 2004.

b) **Section 106 - Cook's Shipyard:** Cllr Hill advised he had been sent a revised S106 agreement by CBC Legal Services incorporating the changes to the social housing provision that had been agreed at the CBC Planning Committee meeting the previous Thursday. He hoped this was a signal that it would now move swiftly to signature. At his proposal, it was AGREED he, as Town Mayor, and Cllr Tom Roberts, as Chairman of the Town Council's Working Party have power to sign it on behalf of the Town Council after a satisfactory review of its contents.

c) **New Health Centre:** Cllr. Hill reported he had spoken with Dr Sue O'Connell at the PCT. The good news was that the LIFT funding company had been formed. Focus was now on site selection. All proposed sites were under active investigation.

6.2 Personnel:

a) Cllr. Purdey reported that a Work Programme was being drafted and that most of the backlog on Project Admin had been cleared. Extensive Policy Statements were being prepared for the next meeting on 27 July.

b) Project Lobby. Cllr. Kraft reported on suggestions for improving the lobby area and produced samples of carpet tiles. Prices had been obtained on chair-lifts. Agreed Cllrs Kraft and Primrose be mandated to proceed with proposals for choice of colours and design with a report to be available for the next Town Council meeting, including budget estimate.

c) Noted that the next Personnel meeting would be on 27 July at 7.30pm.

6.3 Best Value Committee:

a) Review of the Wivenhoe Town Council Strategic Plan

Further to the last meeting Cllrs. Purdey and Kraft volunteered to review this and report back.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Cllr. Primrose reported on the meeting held on 13 July. Members noted that the external painting of the Hall had been undertaken. The Town Clerk had arranged for a quotation for a Hearing Loop to be obtained and Cllr.Primrose had found a good example of a hand-rail for the corridor. Cllr.Hill asked that the fire regulations be checked first before the hand-rail was installed.

Further to the previous meeting the WLH Working Party were asked to put forward a list of actions resulting from the DDA Audit Report.

7.2 General Amenities Working Party.

a) The report of the meeting held on 12 July was received and noted.

Cllr. Glozier-Green reported that following the recent WTC allotments inspection and discussion, the Allotment Contract had been revised in conjunction with the committee of

the Wivenhoe Allotments and Gardens Association. The new contract gives a blanket permission for sheds and greenhouses up to 8' x 6'; that no trees be allowed to be planted from now on; and that no livestock be kept on the allotments. A response had been received from the Contractor concerning the cemetery path resurfacing and Cllr. Roberts would be arranging a site meeting.

b) **Tree KGV:** Cllr. Hill reported that a tree had now been planted in KGV by the Glenny family to mark the baptism of their son, as previously agreed, and that it was a Mountain Ash.

7.3 Wivenhoe Wood Working Party. Nothing to report.

7.4. Minibus Working Group:

a) Cllr. Kraft reported that a meeting of the Working Group had been arranged for 18 August at 7.30pm. Cllr. Kraft also proposed that Brian Sinclair be co-opted onto the Working Party and this was AGREED. The Town Council's bid for £14,500 towards half the cost of a new Minibus under the Parish Councils Grant Scheme had been recommended for approval and would be confirmed shortly following a Borough Council Cabinet meeting.

7.5. Youth Facilities Working Party: Cllr. Liddy reported on the meeting held on 14 July 2004. Concerning the Skateboard Park, the Working Party is gathering information on sites under various criteria that had been drawn up which would help determine the best location. Concerning the Youth Shelter, Cllr Rogers advised a grant was very likely although the Council might have to contribute £500. It was AGREED the shelter be sited in front of the scrub elm on KGV between the car park and the entrance to the Council Yard. It was AGREED that the Town Council would purchase the Youth Shelter on behalf of the Community Safety Group when the grant is formally advised.

7. 6 Communications Working Group: Nothing to report.

7.7 Engine Shed Working Group: Nothing to report.

7.8 WRUG: Cllr. Hill said that he had still to write a letter about speed limits on the River Colne to the Borough Council with a copy to Mr. R. Barnard.

7.9 Members' Individual Proposals or Reports:

a) **Mayoral Activities:** Cllr. Hill reported that he had visited 20 gardens during Open Gardens weekend on 26 June; attended the Ordination Service of Rev. Brigid Hadfield on 27 June; opened the Broomgrove United Out of School Club and attended Broomgrove Schools Association fete on 2 July; Twelfth Night by Wivenhoe Open Air Shakespeare Society on 3 July, Colchester Civic Service, Wivenhoe Crabbing Competition and Wivenhoe Tennis Club tennis competition on 4 July; Wivenhoe Community Safety NW Public Safety meeting at the Congregational Church on 8 July, East Donyland Civic Service on 11 July; the launch reception at University for Learning Partnerships and opened the new Wivenhoe Eyecare and Contact Lens Centre on Monday 12 July. The Annual Town Council Cricket Match due to be held on 7 July was cancelled because of bad weather.

b) Launch of Broomgrove United Out of School Club:

Cllr Hill advised he had been invited to launch this new venture at Broomgrove School that would provide a breakfast club, after school club and a holiday club. Whilst priority would be given to pupils at Broomgrove schools, it was open to other children as well. Funding had been given to pay for professionally qualified supervisor.

c) Launch of Learning Partnership at University of Essex:

Cllr Hill advised he had attended the launch of this new venture by the University that represented a significant attempt to offer a very different range of services primarily aimed at companies and organisations. Based at the Constable block by Wivenhoe House, seminar rooms could be booked and a range of other services provided for meetings and exploration of ideas.

d) Opening of Wivenhoe Eyecare and Contact Lens Centre:

Cllr Hill advised he had been invited to officially open this new business in Brook Street (in the Dental Laboratory building). Jane Lee, the proprietor, was grateful to the Town Council for help in securing planning consent, which had looked dubious at one point.

e) Community Safety and Police Matters: The report of Cllr. Rogers was circulated to members. Cllr. Rogers also reported on issues at Mede Way Play Area.

f) Past Mayor's Badges: Cllr. Primrose reported that the badges had now arrived and showed members one of the badges.

g) Cllr. Hill circulated the annual report of the Wivenhoe Housing Trust which managed 13 social properties in Wivenhoe and had assets now exceeding £1million.

h) Civic Service Cllr. Hill reported that he and Mrs. Bonnie Hill had completed a thorough review of the invitation list and Bonnie had entered all the names, titles and addresses of the invitees onto an Excel spreadsheet to enable the list to be more easily managed in the future as well as enable printed labels to be prepared. Thanks were expressed to Bonnie. Town Clerk confirmed all the invitations had now been sent out.

8. TOWN CLERK'S REPORT.

8.1 The Town Clerk reported that no Burial Grants had been issued and one memorial had been approved since the last meeting. Three interments of ashes had taken place and four burials.

8.2 NALC Direct Information Service. Issue Nos. 583 and 584 had been circulated.

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

8.4 Work Management.

a) General: Two memorial seats had been treated and delivered to a local wood engraver, following which they had been installed on The Quay; bunting had been put up ready for Regatta Week; footpaths cut back again; new goal posts and back irons installed on the King George V Playing Field and pitch marked out for football; storm-damaged roses had been replaced in the New Cemetery; a start made on repairs to a vandalized seat at Mede Way; broken glass had been picked up from the KGV play area; grass-cutting and watering of tubs was still continuing.

The number of customers and visitors to the Council Offices for the month of June totalled 144.

9. FINANCE.

9.1 Current Financial Report.

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

9.2 List of Cheques.

The list of cheques numbered 501919 – 501942 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.

a) Cllr Hill proposed the purchase of two new computers for the office plus an upgrade in the network at a cost of approx £1,500. This was AGREED.

9.5 Appeals for Financial Support:

a) Wivenhoe Pre-School Playgroup: the request for sponsorship towards half the cost of a new sign at a cost of £65 was AGREED.

10. NEW BUSINESS.

10.1 Correspondence.

a) **CBC Distribution of Revenue Grant – Finding a Way Forward:** Members received the letter from Beverly Davies with attachments explaining the current position of the distribution of the Parish Grant, together with various supporting papers including options for consideration. Comments needed by 31 August 2004. Cllr. Thompson proposed that Option 3 looked the most advantageous for Wivenhoe and it was AGREED that members give this more thought and report back to the next meeting. Cllr. Thompson agreed to attend the meeting of CALC where the matter was going to be discussed.

10.2 Conferences/Seminars. Members approved the Town Clerk's attendance at the following:

Society of Local Council Clerk's Conference – Stratford, 16 – 18 October 2004.

10.3 Notices. None.

10.4 Licences. None.

10.5 Highway Matters: None.

10.6. Any Other Business.

Disposal of redundant Computers: Cllr. Kraft proposed that any old pcs not required by the Town Council be donated to a charity, which local resident Mrs. D. Meyers, was involved with. Cllr. Purdey supported the proposal. AGREED that the old pcs would be donated for charitable use once Town Council information on the disk drives had been either transferred to the new computers or erased.

The meeting closed at 9.45pm.

CHAIRMAN