

MINUTES of the Annual Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 16 May 2005.

Present: The Town Mayor, Cllr. P Hill (Chairman),
Cllrs: P Kraft, T Roberts, F Richards, C Liddy, B Sinclair
Borough Cllrs: S. Ford and E Kraft
Mrs. A Stinson (Town Clerk)
Mrs. M Goodchild (Notes)

1. APOLOGIES FOR ABSENCE. Apologies for absence had been received from Cllrs. S Glozier-Green, K Rogers, D Purdey and C Thompson; Borough Cllrs. D. Adams and A. Quarrie, County Cllr. J Young.

2. ELECTION OF TOWN MAYOR.

RESOLVED unanimously that Cllr. Tom Roberts be elected to serve as Town Mayor for the ensuing year. Cllr. Roberts thanked Members for the honour conferred upon him, assumed the Chair for the balance of the meeting, and signed the Declaration of Acceptance of Office.

The Town Mayor (Cllr. Tom Roberts) Chairman

Cllr. Roberts expressed the thanks and appreciation of Members to the retiring Mayor, Cllr. Hill. Cllr. Hill said that it had been an honour and privilege to serve Wivenhoe again as its Mayor. He expressed thanks to all who had supported him during this year, especially the Town Clerk for her co-operation and to the core of fundraisers for the Mayor's Charity namely Brian & Carol Green, Margaret Davies, Betsy & Les Edwards and Albey Stinson, all who had helped raise a total of £6,815. £5,650 had been distributed to 21 organisations at the Annual Town Meeting and the balance, which was raised at a New Year's Dance organized by Lyn Pendle, plus donations, had been sent to the Tsunami Appeal in January.

3. ELECTION OF DEPUTY TOWN MAYOR

RESOLVED unanimously that Cllr. Penny Kraft be elected Deputy Town Mayor for the ensuing year.

Cllr. Kraft thanked Members for the honour conferred upon her and signed the Declaration of Acceptance of Office.

4. COMMITTEES

a) Planning Committee:

RESOLVED that the following be appointed to the Planning Committee for 2005/2006:

Cllr. Cyril Liddy (Chairman)

Cllr. C. Thompson

Cllr. F. Richards

Cllr. S. Glozier-Green

Cllr. D. Purdey

Cllr. B. Sinclair

b) Personnel Committee:

RESOLVED that the following be appointed to the Personnel Committee for 2005/2006:

Cllr. D. Purdey (Chairman)

Cllr. P. Hill

Cllr. P. Kraft

Cllr. T. Roberts

Cllr. C. Thompson

c) Best Value Committee: All members with Cllr. P. Kraft as Chairman.

5. WORKING PARTIES

Agreed that the composition of Working Parties be as follows:

a) William Loveless Hall Working Party:

Cllrs: P. Kraft (Chair), F. Richards and one other to be decided.

Co-opted members - John Foster, John Pendle, Dave Sleightholm,

Colin Andrews, Mick Wells and Carol Johnston.

Noted that Standing Orders needed to be refreshed at the next Best Value Committee to formalize the setting up of a Town Council Licensing Committee.

b) General Amenities Working Party.

Cllrs: S. Glozier-Green (Chair), P. Hill, K. Rogers, T. Roberts, D. Purdey

F. Richards and B. Sinclair.

c) Wivenhoe Wood Working Party:

Cllrs: F. Richards (Chair), K. Rogers and D. Purdey.

Co-opted members Julia Cleeve, Steph Webster and Aulay McKenzie t.b.c.

d) Mini-Bus Working Group:

Cllrs: P.Kraft (Chair), D. Purdey, B. Sinclair and Town Clerk. Co-opted members - John Foster, Des McCourt, John Gosling, Mick Collins and Albey Stinson.

e) Youth Facilities Working Party:

Cllrs. D. Purdey, C. Liddy, K. Rogers, P. Kraft, S. Glozier-Green and F. Richards.

f) Communications Working Group:

Agreed this Group to be merged into Best Value.

g) Wivenhoe Engine Shed Trust:

Cllrs. P. Hill, C. Liddy and D. Purdey. Chair t.b.c.

h) Wrug: Cllrs: P. Hill (Chair), K. Rogers, D. Purdey and B. Sinclair.

i) Section 106 Working Group:

Cllr. P. Hill (Chairman) plus all members of the Town Council Planning Committee.

6. REPRESENTATIVES ON OTHER BODIES.

RESOLVED that the following be appointed as representatives on other bodies:

- a) **Colchester Association of Local Councils** - Confirm at next meeting
- b) **Civil Protection** - Cllr. Rogers
- c) **Public Transport Representative** - Cllr. Roberts with Cllr. Purdey as substitute.
- d) **Crime Prevention Panel** - Cllr. Rogers
- e) **Twinning** - Agreed to remove
- f) **Wivenhoe Society** - Cllr. Richards
- g) **Colne Estuary Advisory Group** - Cllr. Purdey with Cllr. Hill as substitute.
- h) **Wivenhoe Housing Trust** - Cllr. Hill and Jan Richardson
- i) **Wivenhoe & District Sporting Facilities Trust** - Jan Richardson

7. SUBSCRIPTIONS.

RESOLVED that the following subscriptions and dues be approved for the ensuing year:

- 1. Essex Association of Local Councils - subscription £580.77 p.a
(which includes contribution to NALC)
- 2. National Playing Fields Association - subscription £25.00 p.a.
- 3. Confederation of Burial Authorities - subscription £40.00 p.a.
- 4. Society of Local Council Clerks - subscription £115.00 p.a.
- 5. Eastern ,Essex & Herts Regional Employers Organisation
for Local Authorities (Resource) NJCouncils - subscription £120.00
p.a.
- 6. N.A.L.C. Direct Information Service - subscription £87.00 p.a.
- 7. Community Transport Association - subscription £116.60 p.a.
- 8. Council for Protection of Rural Essex - subscription £25.00 p.a.
- 9. Association of Burial Authorities - subscription £78.00 p.a.
- 10. Rural Community Council of Essex - subscription £30.00 p.a.

8. MINUTES.

RESOLVED that the Minutes of the Meeting of the Town Council held on 18th April 2005 be confirmed and signed by the Chairman as a correct record.

9. MATTERS ARISING FROM THE MINUTES. None.

10. RESIGNATION OF CLLR. M. DAVIES.

Members received the letter of resignation from Cllr. Mrs. Margaret Davies.

The Town Clerk had officially notified the Returning Officer of Colchester Borough Council of the vacancy and the official notice had been posted. The Returning Officer would advise the Town Council when co-option can take place.

11. DATES OF MEETINGS.

RESOLVED that by virtue of Standing Orders 1 and 4, meetings for the current year will be held at 7.30pm on the third Monday of each month on the following dates:

2005	2006
20 June	16 January
18 July	20 February
15 August*	20 March
19 September	17 April
17 October	15 May
21 November	
19 December	

*AGREED that there would be a 'brief' August meeting.

12. POINTS RAISED BY MEMBERS OF THE PUBLIC: Cllr. Roberts read to members the contents of a letter from Mr & Mrs Vincent about the help they received from two schoolboys recently.

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

a) Essex County Council: Cllr. Young had sent an email expressing congratulations to retiring Mayor, Cllr. Hill and to the new Mayor, Cllr. Roberts. In her report she advised that she had asked for the Overview and Scrutiny Panel to review the decision regarding funding for urban grass verge maintenance in the hope that a satisfactory conclusion could be reached

b) Borough Council: Borough Cllr. E. Kraft congratulated Cllr. Roberts as new Mayor and congratulated Cllr. Hill on a very successful year. He reported that he had attended a meeting where it was revealed that negotiations between CBC and ECC had been settled and that the grass verges will be cut. There would be a press release within the next few days. Because of the backlog, it was expected that the verges would be cut within the next two weeks. There was also likely to be a proposal to discuss with parishes if they wanted to take over some of the grass cutting and be paid for it. Cllr. Hill proposed that the Town Council's Personnel Committee look at whether the Town Council could cut the grass with the current staff and equipment. However it was Agreed that the Town Council would cut the grass at The Nook as a one-off in order to help the Borough Council out.

Borough Cllr. Ford congratulated Cllr. Hill and his wife, Bonnie, for a very successful year and welcomed Cllr. Roberts and Dilly as the new Mayor and Mayoress. He also said he was very sorry to hear of the resignation of Margaret Davies and wished to express thanks for her contribution and her work on the Mayor's Charity fundraising Committee.

Cllr. Ford said he would find out what is happening about black sacks, as there have been complaints from the public about non-distribution.

14. COMMITTEE REPORTS.

14.1 Planning:

a) Minutes of the meeting of the Planning Committee held on 10 May 2005 were received and noted.

b) Section 106 Working Party: Cllr. Hill reported that Lexden Restorations had reached agreement with Taylor Woodrow for the sale of Cook's Shipyard site. He understood from Mr Frank of Lexden Restorations that Taylor Woodrow hoped to start building in the Autumn. Mr Frank had passed on his request for a meeting with the Town Council in order to establish a good working relationship. Regarding highway changes under the S106, he had received an acknowledgement from Cllr Gower to the letter requesting a copy of the Highway Department's report but had not received a copy of the report nor any indication that the residents of Queens Road, Valley Road, The Folly as well as residents in lower Wivenhoe were going to be officially informed about the changes.

c) Health Centre: Cllr. Hill apprised members of conversations with Mr Charles Gooch, who had confirmed his willingness to reach an agreement to sell the required amount of land by the Fire Station, and with Joan Clarke, Chief Executive of Realise Health, who was responsible for progressing plans for the Health Centre. She had advised him they were close to submitting a proposal to Colchester PCT for funding, although the proposal for a Health Centre at Parsons Green was much more advanced and the request for financial support for that project would be considered at the PCT the following day.

14.2 Personnel Committee.

Cllr. Purdey advised that there was to be a meeting the next day.

14.3 Best Value.

Cllr. Hill said that the Town Council's Strategic Priorities were now on the website and comments from residents were invited.

15. WORKING PARTY REPORTS.

15.1 William Loveless Hall Working Party:

a) Cllr. P. Kraft report that there had been a very successful Users meeting held on 10 May and another one would be held in six months' time. Cllr. Kraft would draw up a newsletter which would also incorporate notes of the meeting.

15.2 General Amenities Working Party

Cllr. Richards reported that the Safagrass around the newly refurbished Honeycomb Whirl had lifted up. An inspection would be carried out the next day.

15.3 Wivenhoe Wood Working Party. Nothing to report.

15.4 Mini-bus Working Group. Cllr. P. Kraft said a meeting was being arranged for September.

15.5 Youth Facilities Working Group.

Cllr. Liddy reported that he was arranging a meeting.

15.6 Wivenhoe Engine Shed Trust. Cllr. Hill will report at the next meeting.

15.7 Wrug. Nothing to report.

15.8 Members' Individual Proposals or Reports:

a) Cllr. Hill - Mayoral Activities: Cllr. Hill reported on attendances on the River Trip with the Brightlingsea Harbour Commission from Brightlingsea to the Hythe as part of the Colne Estuary Study Group on Sunday 24 April; Monday 25 April the 'Gorgeously Repulsive' art exhibition at the University Art Gallery; Friday 29 April the Engine Shed Art Exhibition at the Nottage Institute; Saturday 30 April Wivenhoe Town Football Club match; Friday 6 May University of Essex Sports Award Dinner; Saturday 7 May Mayor's Charity Fund 'End of Term' Dance; Sunday 8 May VE Commemoration Service; Sunday 8 May guest at Gladiators American Football Match at Broad Lane; Thursday 12 May Annual Town Meeting; Saturday 14 May FOSM AGM and Lunch and Sunday 15 May the Colne Community School May Fair.

Cllr. Hill thanked all who had helped him during his year as Mayor and the final amount raised during his year had been £6815.

b) Police Matters: Members noted the written report of Cllr. Rogers.

c) War Memorial: Cllr. Hill reported on the launch of the fund which had been held at the VE Commemoration Service at the Congregational Church on Sunday 8 May. The collection at the service raised £240, the Wivenhoe Services Club in the British Legion Hall had donated £120, the Wivenhoe Monday Club donated £40 and the Wivenhoe Mayor's Charity contributed £500. The British Legion has put boxes around the town and will be appealing to various organizations. The fund was to help pay for the £3,250 cost of refurbishment of the War Memorial.

d) The Annual Town Meeting was held on 12th May. The only formal resolution was a proposal for a Day Care centre to be re-opened in Wivenhoe. This would be taken at the next Town Council meeting.

16. TOWN CLERK'S REPORT.

16.1 Burial Grants and approval of memorials.

One Burial Grant had been issued and two memorials had been approved since the last meeting. One interment of ashes had taken place.

16.2 NALC Direct Information Service. Town Clerk reported that she was continuing to press for electronic copies.

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

16.4 Work Management.

a) General: Grass cutting: The Town Clerk reported that all open space areas that were the responsibility of the Town Council were being mowed. These included the King George V Playing fields, churchyard and the New Cemetery. The Old Cemetery was being left to grow naturally for the time being to provide a haven for flora, fauna and insect life, but paths to graves which were being regularly attended to were being kept cut. In time an established management plan would be produced. White lines on the football pitch had been marked twice so far and a letter of appreciation had been received.

The number of customers and visitors to the Council Offices for the month of April totalled 85.

Members noted the Town Clerk's report, and requested that updating the playing field notices, a sign indicating where the dog exercise is and more litter bins be agenda items for the next GAWP meeting.

17. FINANCE.

17.1 a) April Spending and Income Report was received and noted.

b) 2004/2005 Audit of Accounts: Members noted that the date of the Audit would be 8 July 2005 and approved the appointment of John Turner as the Internal Auditor, as per last year.

c) Bank Mandate: RESOLVED that the Co-operative Bank continue as the Town Council's bankers and AGREED to authorise the Change of Signatories form. Authorised signatories on Town Council accounts will now be Cllrs: P.M. Hill, T. Roberts, D. Purdey, P. Kraft, K. Rogers, S. Glozier-Green, C. Liddy, F. Richards and B. Sinclair.

17.2 List of cheques numbered 502098 – 502114 drawn since the last Town Council Meeting was approved and signed.

17.3 List of Payments made from the Imprest Account since the last Town Council meeting was received and noted.

18. NEW BUSINESS

18.1 Correspondence.

a) CBC – Draft Statement of Community Involvement. Members received the CD-ROMs and leaflets, which had been presented at the Annual Town Meeting by Mr David Cookson. Consultation period runs until 3 June 2005. Cllr. Hill reported that it was also available on the CBC website.

18.2 Conferences/Seminars. Members noted the following:

‘Raising the profile of your Council’ – Tuesday 5 July £26 at Foakes Hall, Gt. Dunmow. 9.30 – 12 noon.

18.3 Notices. None.

18.4 Licences. Members noted the following: Transfer of Justices' Licence from Beckett and Doorish to Beckett and Smith in respect of Café Vert, University of Essex and had no objections.

18.5 Highway Matters

The Folly: The Town Council understood that the recommendation to Cllr. Richard Gower was to hard surface The Folly, however members noted that one resident has been advised this is not the case.

There being no further business, the meeting ended at 8.55pm.

CHAIRMAN