

Present: The Town Mayor, Cllr. P Hill (Chairman),
Cllrs: P Kraft, T Roberts, F Richards, C Liddy, D Purdey, S Glozier-Green,
M Davies, K Rogers, B Sinclair
County Cllr: J. Young
Borough Cllr: S. Ford
Mrs. A Stinson (Town Clerk)
Mrs. M Goodchild (Notes)
Chris Wilkin (Evening Gazette)

Prior to commencement of business Cllr. Hill made a presentation to Cllr. Ken Rogers on his achievement of 50 years in community police work.

1. APOLOGIES FOR ABSENCE.

Apologies for absence had been received from Cllrs. C Thompson, Borough Cllrs. D. Adams, A. Quarrie, and E. Kraft.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 21st March 2005 be confirmed and signed as a correct record.

3. MATTERS ARISING FROM THE MINUTES.

a) Casual Vacancy: Brian Sinclair has been co-opted onto the Council and was formally welcomed by members.

b) Cllr. Hill had received a letter from Jane Ringland, practice manager at the Wivenhoe Surgery, thanking the Council for their support for a new Health Centre.

c) Angie Diggins, a local teenage star, has received a lot more work as a result of her TV appearance on Stars in Your Eyes, where she had reached the finals and came fifth. Cllr. Hill has sent Angie a letter of congratulations.

4. POINTS RAISED BY MEMBERS OF THE PUBLIC. None.

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

a) Essex County Council:

County Cllr. Julie Young has still been pursuing the possibility of a Park & Ride scheme on the east side of Colchester. A difference of opinion between Colchester Borough Council officers and Essex County Council had resulted in Stanway being the first option. Cllr. Young has put these comments to Portfolio Holder Cllr Richard Gower and she is still awaiting an answer. Cllr. Young went on to say she has enjoyed working with the Town Council and hopes to see them next month, if elected on 5th May. Cllr. Hill offered the Council's thanks to Cllr. Young for turning up every month and for the work she has done on behalf of Wivenhoe.

b) Colchester Borough Council:

Cllr. Steve Ford had further information on the recent decision regarding traffic movement in lower Wivenhoe in consequence of plans to develop Cook's Shipyard. Cllr. Ford has been in touch with the Ombudsman in London about the decision affecting the residents of

The Folly who were aggrieved that a decision appeared to have been made to change the surface of The Folly from loose shingle to a hardened surface after consulting with homeowners in Queens road and Valley road but not with themselves. As a result, a form has been given to one of the residents to complete and send to the Ombudsman. The form will then be sent on to Colchester Borough Council, and this should take approximately ten weeks. With regard to the upkeep and maintenance of the Wivenhoe Cycle Trail, Cllr. Ford said he will endeavour to find out who is responsible and report back. A new Police Community Support Officer, is now on duty in Wivenhoe. Cllr. Ford would be meeting with her and PC Steve May in Wivenhoe on 19th April, when he will find out what she is going to be doing. On street cleaning Cllr. Ford reported that every Tuesday or Wednesday two litter pickers from Colchester Borough Council visited Wivenhoe, also a mechanical street cleaner came around the streets on bus routes every ten weeks. Cllr. Ford has attended the one-day training seminar on the new licensing laws. On Friday 15th May an Extraordinary General Meeting of Colchester Borough Council to discuss the question of refuse collection was being held. There was to be a maximum of three 'white' bags collected on the 'green' weeks. Any more than this would have to be taken to the general amenity tip by residents. Apart from this, all other refuse collection remained the same. Wivenhoe Social Darts League had recently played at the Park Hotel and won the Ron Bousfield Cup. Instead of receiving the cup, they had donated £100 to the Skate park appeal. Cllr. Ford handed this amount to the Town Clerk. He also gave a bottle of whisky, which had been left over from the darts evening raffle; this, too, had been donated to the cause of the skatepark. A letter of thanks would be sent from the Town Council to the Park Hotel Social Darts League.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 29 March 2005 were received and noted. Cllr. Roberts had nothing further to report.

b) **Section 106.** Cllr. Hill expressed disappointment that the recommendations of the Highways Department regarding the Cook's Shipyard Section 106 highway options had been "signed off" by Cllr. Richard Gower as CBC's Portfolio Holder for Planning and Transportation. The Town Council has not been officially informed about the decision, nor given a copy of the Highways Department's report. The recommendations of Highways Department had seemed to be rather extraordinary, based on the feedback the Town Council got from their own consultations previously. Residents of The Folly were not consulted at all and were totally opposed to The Folly being covered with hard surfacing. Cllr. Hill had drafted a letter to Cllr. Gower that had been circulated to members prior to the meeting. It was AGREED to send this letter to Cllr Gower and it was also AGREED that a press release be issued.

c) **Health Centre.** Cllr. Hill reported that he had spoken to Joan Clarke of Realise Health, the agency acting for the PCT in organising Health Centres in north east Essex.

At a recent meeting between Cllrs. Hill and Roberts and senior planning officers at Lexden Grange, Cllr Hill said when the planning application was submitted, they were told the report from the planning officers to the Planning Committee would be balanced so that the Committee could make a fair decision on all the available information. Joan Clarke has told him she had now appointed architects and a meeting had taken place with the doctors to find out what they want in terms of design of the new Health Centre. Cllr. Hill said that the land should be big enough for any future expansion that may be required. Sketch drawings, when completed, will be sent to PCT with costings for consideration. Everything seemed much clearer now and progress should be much quicker from now on.

d) Quality Parishes and Parish Planning: Members noted the letter from Defra to Quality Parishes drawing attention to funding being proposed for Parish Plans.

6.2 Personnel:

a) The resignation of Mrs Maureen Goodchild from the Town Council was noted. Members appreciated Maureen's year with the Town Council and her flexibility about a leaving date. It was to be decided whether to arrange interviews with the two applicants, or to extend the closing date. The Town Clerk and Cllr. Purdey will discuss and make a decision.

b) Cllr. Purdey reported that a work plan for the Town Clerk is being prepared and that Health and Safety rotas were well on the way to being finalized. New Licensing Regulations were also to be discussed, with regard to the Town Clerk's involvement and training.

6.3 Best Value Committee

a) Licensing: The Town Clerk stated that until there is an increase in the number of Temporary Event Notices, the Town Council has until 6 August to apply for a Transition of Grandfather Rights to enable the William Loveless Hall to obtain its Premises Licence. In order to do this a Personal Licence Holder has to be named, who would be the Town Clerk, but overall responsibility would rest with a wider group of people, namely a new Town Council Licensing Committee, as proposed at the last Best Value Committee. Membership of this group will need to be agreed. The letting conditions of the William Loveless Hall would need to be amended to reflect the hirer's responsibilities and hire charges may also have to be reviewed when the cost of the Premises Licence is known. Training would be needed for all members of the Committee and the Town Clerk.

b) Town Council Budget: Len Horner had attended the Best Value Meeting on 11th April to present the end of year balance and 05/06 budget figures. Cllr. Purdey expressed thanks to Len and the Town Clerk for their work and presentation of this budget.

c) Tipper Truck – Leasing options: Cllr. Purdey will report back to members at the next meeting.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Toilet for the Disabled: Cllr. Kraft reported on the estimated costings from the builder for the installation of a toilet for the disabled, including extending the front of the building. These came to £24,181 including VAT. The builder would be happy to go to Lexden Grange Planning Department to discuss what he will be doing. The Town Clerk would submit an application to the Borough Council's Town & Parish Council Grant Scheme for funding. Members agreed that the William Loveless Hall should have first call on this grant, and no other Working Parties would apply. At the last WLH meeting there was a suggestion of having a surveyor or architect. Lexden Grange had said this was not necessary and that it would be sufficient for the builder to have a meeting with them. It was AGREED that there should, however, be a Clerk of Works. The builder also said that he would be happy to arrange for members of the Town Council to have a look at other work he had carried out and also obtain references. As this was a specialized field of work it was AGREED not to obtain three quotes because of the difficulty of getting builders to quote and the Town Council is quite happy to have the builder, Mr. Norman, carry out the work. Date of next Working Party meeting 27th April 2005.

7.2 General Amenities Working Party.

Cllr. Glozier-Green reported that the meeting scheduled for 7th April had been postponed. The bay tree in the old Cemetery had been removed by a local contractor and it is hoped the cemetery wall will now gradually come upright without the weight of tree against it. Following recent e-mail and telephone calls with Cllr Hill and members of the Working Party, agreement had been reached for Cllr. Glozier-Green to instruct the Town Clerk to place an order with Playquip to go ahead with the roundabout repairs and installation of Safagrass under. Cllrs. Glozier-Green and Richards were inspecting an installation of Safagrass later in the week, following up on the reference obtained earlier about the use of this type of safety surfacing. Cllr. Ford asked when the rest of the swings would be replaced. Cllr. Glozier-Green said that, following a safety inspection by RoSPA in May, a rolling programme of repairs would be put into place immediately.

7.3 Wivenhoe Wood Working Party: Nothing to report.

7.4. Minibus Working Group:

Town Clerk reported the end of year balance to be £12,938.00, with net income over expenditure of £76.60. Cllr. Hill drew the Working Group's attention to the amount needed to be set aside each year for the eventual replacement of the new bus, suggesting an annual target surplus of £2,000 should be aimed for. Revenue needed to be substantially increased to achieve this and the Working Group should look into this.

7.5. Youth Facilities Working Party:

a) Youth Shelter: Cllr. Purdey reported that the shelter appeared to be a success and believed it will be well-used.

b) Wheeled facility: Cllr. Purdey is busy putting funding applications together. Cllr. Liddy had received an e-mail from Tribe and four quotes were being obtained.

c) Youth Parliament: Cllr. Purdey said the Working Party needed to meet again to discuss this further. Cllrs. Purdey and Rogers will talk to youngsters at the Philip Road Youth Club in a few weeks time. Cllr. Purdey then left the meeting at 8.20 p.m.

7. 6 Communications Working Group

a) Annual Town Report: A draft had been circulated and Cllr. Hill suggested that he and Cllr. Roberts work with Town Clerk to sharpen up the contents of the report.

7.7 Wivenhoe Engine Shed Trust.

Cllr. Hill reported that a property manager of Network Rail would be attending a meeting on Wednesday 4th May to look at the building with members of the Project Committee. There would also be an evening meeting in the Council Chamber of all the members of the Engine Shed Committee. Cllr Purdey as one of the two representatives of the Town Council for this Project will attend both meetings.

7.8 WRUG

a) Pontoons: Cllr. Hill reported that the Colne Estuary Group and the Wivenhoe Sailing Club have worked together to secure pontoons for visiting boats. These will be secured to the mooring posts downstream of the Barrier. The Sailing Club will offer the use of its facilities to the crew from these boats as it has in the past. Thanks to Alex Midlen and the Sailing Club. Cllr. Sinclair reported the pontoons will replace the existing ones and that the Sailing Club will take responsibility for managing use of the new ones by visiting craft and club members, with visiting boats having priority.

b) Members also noted that the Colne Estuary Group were going out on the river on Sunday 24th April 2005 with the Brightlingsea Harbour Commission.

7.9 Members' Individual Proposals or Reports:

a) **Mayoral Activities:** Cllr. Hill reported on attendances at the Wivenhoe Society Open Meeting on Tuesday 5th April , where forty-two residents attended and a Wivenhoe Town Football Club match on Sunday 17th April. Cllr. Hill extended an invitation to all members to attend an American football match at Broad Lane Sports Ground on Sunday 8 May at 4.00pm with the Colchester Gladiators who were now based there.

b) **Community Safety and Police Matters:** Cllr. Rogers reported that he had met with the new Community Police Support Officer, and continues to maintain weekly meetings with PC Steve May. Crime locally remains very low. There had been some burglaries at the Business Centre though, which were of concern, also a vehicle crime in Park Road. More Neighbourhood Watch members were needed. Ms. Lee at the Wivenhoe Eye Centre had offered to keep a watch together with the proprietor of the sandwich bar in the vicinity of the Business Centre. Cllr. Rogers stressed the need to remain alert. Next meeting of the Community NW Co-ordinating Committee would be on Thursday 28th April, starting 7.30 pm. Fire & Rescue representatives will be sending someone along to talk about alarms and safety in the home. A copy of the Colchester Crime Reduction Strategy 2005- 2008 was given to Cllr. Rogers.

c) **War Memorial:** Cllr. Hill reported that representatives of the British Legion had been discussing the condition of the War Memorial with him. Maintenance of the War Memorial was the Town Council's responsibility. The cement rendering at the base of the Memorial was in poor condition. The Legion would like to replace the render with granite facing. They had researched grant funding and Cllr Hill was working with them on a grant from the War Memorials fund.

d) **Essex School Organisation Plan:** Cllr. Richards had prepared a paper on her reading of The Essex School Organisation Plan 2004-2009, which had been circulated. Cllr. Richards would telephone local schools to find out if they had closed their lists or not.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials.

No Burial Grants had been issued and no memorials had been approved since the last meeting. Two interments had taken place.

8.2 NALC Direct Information Service. Again, this seems to have slipped as they have not e-mailed a latest electronic copy. Town Clerk to find out why.

8.3 Tenancy Allocations/Changes from Colchester Borough Council. Members noted that a 3 bedroom property in Rosabelle Avenue has now been allocated to a Wivenhoe family.

8.4 Work Management.

a) General: Town Clerk reported that second grass cuts had been carried out in the Cemetery, Churchyard, KGV and other Town Council maintained areas; wall lights had been repaired in the William Loveless Hall; a base had been installed for the new bus shelter at the junction of Rectory Hill and Bowes Road that was expected soon. The number of visitors to the Council Offices for the month of March totalled 112.

b) The Town Clerk tabled an analysis of groundsmen's hours for end of year in comparison with previous year's figures. Members noted the amount of hours spent on erecting bunting, etc. for town events and it was decided that the Best Value Committee conduct a review to see if this was best use of the groundsmen's time.

c) Members also noted that replacement chokes for the Wm Loveless Hall wall lights had been successfully put in by the groundsmen, making a considerable saving for the Town Council. The William Loveless Hall Working Party should ensure that staff were operating inside Health and Safety Regulations. Cllr. Sinclair advised members that new regulations regarding electrical installations would shortly be coming into force.

9. FINANCE.

9.1 Current Financial Report

a) The March spending and income Report was noted.

b) Town Clerk reported the end of year balance to the bank at £90,307.75.

c) EALC Grant: Town Clerk reported receipt of grant of £1,000 from EALC towards IT equipment. New flat screen monitors, UPS and surge protectors had been obtained with the grant.

9.2 List of cheques numbered 502082 – 502098 drawn since the last Town Council Meeting was approved and signed.

9.3 List of Payments made from the Imprest Account since the last Town Council Meeting was approved.

9.4. Motions Under Standing Orders Recommending Expenditure.

AGREED to the following:

a) Refurbishment of Honeycomb Whirl and installation of Safagrass - £4,159 plus vat

b) Removal of tree in Old Cemetery - £350 plus vat

9.5 Appeals for Financial Support.

a) Wivenhoe Town Football Club Matchball Sponsor: AGREED that the Town Council sponsor the matchball for £25.00.

10. NEW BUSINESS.

10.1 Correspondence.

a) ECC County and Parish – Working Together: An analysis had been provided by ECC Cllr. S Flack of the responses and contributions received on the consultation. Members noted this. A copy would be given to Cllr. Thompson who had previously expressed an interest in this.

b) CORWM A Consultation document "How should the UK Manage Radioactive Waste?" was received and noted. The consultation period ran from 4th April to 27th June 2005.

c) CBC – Eurojam 2005: The letter advising parish councils about this project was noted. Consideration would be given to whether there are any community projects suitable in Wivenhoe that could benefit.

10.2 Conferences/Seminars. None.

10.3 Notices.

a) Annual Town Meeting: Members noted that the Annual Town Meeting would be held in the William Loveless Hall on Thursday 12 May 2005, starting at 7.00pm. A representative of Colchester Borough Council would be present to promote the Local Development Framework and Stella Meesters of the Rural Community Council for Essex would be attending concerning Village Plans.

b) Mayor's End of Term dance: Members noted that tickets were available for this final event in Cllr Hill's year on Saturday 7th May.

10.4 Licences. None.

10.5 Highway Matters

a) CBC –Cook's Shipyard Redevelopment – Road Options.

Members AGREED the Press release concerning Part B of the Second Schedule of the Section 106 Agreement and the proposed road options, now signed by CBC Portfolio Holder for Planning and Transport, Cllr. Richard Gower.

The meeting closed at 8.55 p.m.

CHAIRMAN