

Present: The Town Mayor, Cllr. P Hill (Chairman),
Cllrs: P Kraft, C Thompson, T Roberts, F Richards, C Liddy, D Purdey,
K. Rogers and S Glozier-Green.
County Cllr: J. Young
Borough Cllr: S. Ford
Mrs. A Stinson (Town Clerk)

1. APOLOGIES FOR ABSENCE.

a) Apologies for absence had been received from Cllr. M. Davies, Borough Cllrs. D. Adams, A. Quarrie, and E. Kraft.

b) **RESIGNATION OF CLLR. G. PRIMROSE.** Members received with regret the letter of resignation from Cllr. Primrose, former Town Mayor and Town Councillor for seven years. In accordance with Section 87(2) of the Local Government Act 1972, the formal Notice of Vacancy from Colchester Borough Council had been received.

Members wished to record their thanks to Cllr. Primrose for all the work that she achieved during her time on the Town Council.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 17th January 2005 be confirmed and signed as a correct record, subject to Minute 3. being amended to read “presentation of port wine” and Minute 7.9b) the date of the Bring and Buy Sale being amended to read 8 January 2005.

3. MATTERS ARISING FROM THE MINUTES.

10.5c) Cllr. Hill apologized for having not written to CBC about the closure of FP10.

10.1c) **ECC Draft East of England Plan:** Cllr. Thompson gave a short summary. Cllr. Hill reported that CPREssex had published a useful summary of the East of England Plan, from which the Regional Assembly had withdrawn its support. The Clerk would circulate a copy of the relevant sections from the *Essex Protector* to all members and it was agreed for Planning Committee to comment on the Plan.

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

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

a) Essex County Council:

Cllr. Julie Young reported on various matters concerning the East Essex Area Forum; Colchester 2020 Assembly; new residential housing proposals within the University’s Science Park scheme, and latest news on the A133 involving delays to the release of a report from ECC concerning Clingoe Hill traffic congestion, which was expected very soon.

b) Borough Cllr S. Ford expressed his thanks to retiring Cllr. Primrose for all her work on the Town Council. Cllr. Ford reported no date was available for the extra community police officer Wivenhoe was expecting. The Borough Council budget had been agreed with a 3.2% increase. Regarding the meeting Wivenhoe Town Council wanted concerning traffic on Clingoe Hill, Borough Officers were aware of the request for a

meeting but it was unlikely to happen until after some documentation had been released. Cllr. Thompson said that the meeting between the University, Essex County Council, Tendring District Council and Colchester Borough Council had been a request of the Town Council since last November and it was important that the Town Council are kept in the loop. Members were in agreement that they would like to see a traffic survey done to determine exactly where all the traffic was heading to and from. It was also suggested that the Town Council set their own date for this meeting, inviting the four representatives to attend to explain exactly what is going on.

AGREED that a the Town Council request a traffic survey be carried out, a date for the meeting be set and that a Press Release be issued making public the Town Council's concerns about this issue. Cllrs. Roberts and Purdey would draw up the press release.

Cllr. Roberts read out a report from Cllr. Quarrie containing an account of her activities on the Borough Council for January and February. She would be attending training sessions on the new Licensing Laws and she had attended the Borough's Planning Committee meeting to speak for the residents concerning the Water Tower planning application and succeeded in getting the application deferred.

6. COMMITTEE REPORTS.

6.1 Planning

a) The Minutes of the Planning Committee Meetings held on 25 January (signed) and 15 February 2005 (unsigned) were received and noted.

Cllr. Roberts spoke about the issue of the Water Tower application and it was AGREED that in future when there is a controversial planning application, the Town Council make sure all four Ward Cllrs were aware of the application and what the Town Council's views were by e-mailing them a draft copy of the WTC's Planning Committee minutes.

b) **Section 106 Working Party** Cllr. Hill reported on the meeting with the Anglesea Road Residents' Association (ARRA) which he had called and that Cllr. Roberts had also attended. The primary aim of the meeting was to consider who should manage the untitled land at the rear of the old fire station in the event Colchester Borough Council could not acquire ownership. It had been agreed ARRA put forward proposals for them and the adjoining residents should look after the area to prevent it becoming a dumping ground. He had also invited them to propose a name for this land so that it could acquire a name that would not conflict with another nearby area. ARRA had proposed it should become known as Anglesea Yard, and Cllr. Hill had written to Colchester Borough Council and Lexden Restorations to advise them to use this name in the future.

Cllr. Rogers reported his concern that the Town Drain at the junction of Brook Street and Walter Radcliff Way could become extremely dangerous for young children during periods of high tides and heavy rain. Cllr. Rogers would take this up with the owner of the land, requesting a grill be put over the top of it.

c) **Health Centre.** Cllr. Hill reported that he had spoken to the Practice Manager again but progress was still slow. Members AGREED that a meeting was needed with Joan Clarke of the PCT, the Wivenhoe Practice and the Telford Group. Cllr. Hill agreed to organize this.

6.2 Personnel:

Cllr. Purdey had nothing to report other than the date of the next meeting which was 15 March 2005.

6.3 Best Value Committee

a) The notes of meeting held on 14 February were received. Cllr. Roberts reported the recommendation of the Best Value Committee concerning depositing certain old records including Minutes over five years old with the Essex Records Office at Colchester. Members AGREED to lending them to the Essex Records Office with the proviso that documents are to be retrieved if the Colchester Branch were to relocate to Chelmsford.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

Cllr. Kraft reported that the Town Council workmen had painted the back of the stage following its treatment with lining paper, and another coat was needed to improve the appearance. Cllr. Kraft also reported on consultation with users of the building about giving up part of the Lobby area in order to construct a toilet for people with disabilities. The overwhelming majority of users had expressed their concern about losing valuable lobby space which was essential for events attended by large numbers of people. In consequence, she was meeting a building contractor to discuss the viability and costs of extending the front of the building in order to create new lobby space to allow a toilet to be installed for people with disabilities. When the cost is known, which is likely to be beyond the financial means of the Council, the possibility of grant aid can be pursued. Cllr. Kraft would continue to keep members informed.

7.2 General Amenities Working Party.

a) A report of the meeting held on 3 February was received and noted.

Cllr. Glozier-Green reported Mede Way and King George V Play areas now each had 2 flat swings and 2 cradle swings operational. Quotations had been obtained for the repair of the two honeycomb whirls. Two safety reports from different consultants had been received. The Working Party had approached the NPFA for a third inspection but as the NPFA no longer undertake inspection work, RoSPA had been contacted and an inspection arranged which was scheduled for May. Signs on both play areas should be updated with suitable wording to advise users of their responsibilities when using the equipment. The Clerk to seek advice from Colchester Borough Council's Parks Manager and Leisure Services Department.

b) **Wivenhoe May Fair 2005:** A written request from Miranda Locker of the Wivenhoe May Fair Committee for permission to hold this year's event on Monday 30 May 2005 was AGREED, subject to the usual conditions. Cllr. Rogers would liaise with the Police concerning use of traffic cones in Belle Vue Road to try and keep the road clear for traffic and especially buses.

c) **Bus Shelter – Elmstead Parish Council.** Cllr Hill reported on discussions with Elmstead Parish Council and confirmation that the bus shelter could be placed on their land at Rectory Hill, provided the Town Council indemnify them against all claims and maintenance costs. Thanks were expressed to Elmstead Parish Council for their co-operation. The Clerk confirmed that the shelter, which was of a cantilever style and contained a seat, had been ordered and was likely to be delivered in April. The cost of the bus shelter would be met by the Town Council's successful bid from the Quality Parish Investment Fund developed by Defra, the Countryside Agency, NALC and the ODPM.

7.3 Wivenhoe Wood Working Party: Cllr. Richards mentioned that the Ramblers Association was organising a Ramble through the Woods on 30 June.

7.4. Minibus Working Group: Nothing to report.

7.5. Youth Facilities Working Party:

a) Wheel Play Facility: Following discussions at Best Value Committee, Cllr. Purdey reported that Town Council approval was sought for the Working Party to obtain estimates from Tribe Ltd. for a small facility and that grants for partnership funding be sought. The Working Party had discussed and agreed that the wheel play facility be targeted for young children rather than older teenagers. AGREED that the Working Party go ahead with obtaining estimates for a small facility.

7. 6 Communications Working Group: AGREED that a presentation of two bottles of port be given to Paul Alden for some recent work he had undertaken to correct some problems with the Town Council's web site.

7.7 The Engine Shed Project

Cllr. Hill advised the Charity Commissioners had approved the change in name of The Engine Shed Project to The Wivenhoe Engine Shed Trust and were presently considering documents to turn the body that will be responsible for the future management, policies and strategy of the Engine Shed from an unincorporated voluntary organization into a charitable company limited by guarantee. The Trust would consist of 9 Trustees and he was formally proposing the Town Council appoint two members to represent the Town Council on the Trust.

Cllr Purdey proposed that the Engine Shed Project group be congratulated on progress made so far. A decision on appointment of Trustees was deferred pending further clarification.

7.8 WRUG: Nothing to report, other than the unsightly temporary signs which had been put up at West Quay by the Borough Council after young children had taken them out of their sockets and thrown them in the river mud. Local resident John Worsp had helped Borough workmen to retrieve them and they were presently in the Borough's Jarmin Road depot. The Clerk would find out from the Borough when the bollards would put back and fitted with padlocks.

7.9 Members' Individual Proposals or Reports:

a) **Mayoral Activities:** Cllr. Hill reported on attendances at the Old Rope String Band concert at the Wivenhoe Centre on 23 January; Art Action at Dedham and the AGM of the Wivenhoe Allotment and Gardens Association, where the issue of the boundary fence between the Cricket Club and the Allotments was raised. He had suggested a meeting be arranged between the three parties to discuss this further.

c) **Community Safety and Police Matters:** Cllr. Rogers reported that the crime statistics were on the Town Council's web site. Lately cars had been broken into and a clothing appeal scam was in operation. The press and police had been informed about the scam. Regarding vandalism Cllr Hill reported concerns for the security of the Scout and Guide Hall, which had suffered from its windows being broken in the past, and the safety of its users should the new Youth Shelter encourage large gatherings during summer evenings. Cllr. Hill said he would circulate a note about these concerns written by his wife as premises manager of the Scout Hall. Cllr Purdey proposed that the Youth Shelter

be moved if possible to a location closer to the children's play area. The Clerk would find out from the Town Council's groundsmen if it were possible to relocate the shelter.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials. The Town Clerk reported that four Burial Grants had been issued and three memorials had been approved since the last meeting. Seven interments had taken place.

8.2 NALC Direct Information Service. None have been received for several months. The Clerk would check the web site.

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

8.4 Work Management.

a) General: The Town Clerk reported that repairs had been carried out to several benches and fences on the playing field and graffiti had been removed. Preparation of plant machinery for the start of grass-cutting season had commenced. Roses had been pruned in the cemetery and outside the Council Offices. Footpath from Rectory Road through to the Allotments had been cleared and a start made on clearing other footpaths. Redecoration of the Council Chamber had been carried out. The Town Clerk also added that an initial report on the condition of the tractor had been received which revealed necessary steering repairs that could cost more than the tractor was worth. A report on this would be drawn up for the next meeting of the Best Value Committee. The number of visitors to the Council Offices for the month of January totalled 117.

Members noted the report and commended the Town Clerk and the groundsmen for their work in redecorating and smartening the lobby and Council Chamber. Thanks were expressed to Cllr Penny Kraft for leading the efforts and to former Cllr Gilli Primrose who had been involved too, and thanks were expressed also to Cllr. Margaret Davies for donating a display cabinet that added considerably to the appearance of the Council Chamber.

9. FINANCE.

9.1 Current Financial Report

a) January spending and income Report was received and noted.

9.2 List of cheques numbered 502037 – 502059 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 circulated.

9.4 Motions Under Standing Orders Recommending Expenditure.

AGREED to the following:

a) Playground Equipment repairs – approx. £925 for two Honeycomb Whirls

9.5 Appeals for Financial Support. None.

10. NEW BUSINESS.

10.1 Correspondence.

- a)) **ECC Essex School Organisation Plan 2004 – 2009 :**
Members noted receipt of the document, which Cllr. Richards took to study.
- b) **Wivenhoe Housing Trust:** Nominative Trustee to the Wivenhoe Housing Trust
AGREED to re-appoint Cllr. P. Hill as the Town Council's nominative trustee.
- c) **ODPM –** Members noted receipt of two discussion documents: **Citizen
Engagement and Public Services: Why Neighbourhoods Matter and Vibrant
Local Leadership**
- d) **DEFRA – Clean Neighbourhoods and Environment Bill –** The letter from Rt Hon
Alun Michael MP, introducing the Bill and an outline of the new powers that
parish councils could adopt was circulated to members, who noted its contents.

10.2 Conferences/Seminars. Members noted the following:

East Essex Forum – Future dates, Monday, 20 June, Lawford
Tuesday 13 September, Greenstead
Tuesday 22 November, Harwich
Tuesday 17 Jan 06, Eight Ash Green
Monday 13 March 06, Walton

Cllr. Roberts would enquire about the possibility of holding a meeting in Wivenhoe.

10.3 Notices. None.

10.4 Licences. None.

10.5 Highway Matters

- a) **ECC Consultation on Street Lighting Policy Principles Document:**
Members received the consultation document, and were pleased to note that
the document recognized the need for a reduction in light pollution.
- b) **CBC – Transfer of Highway responsibilities to Essex County Council:**
Members noted the letter from Street Lighting Officer George High about the
new arrangements for the repair of street lighting. Cllr. Glozier-Green drew
attention to a street lamp no.2 in Paget Road which had been out for over a
year and was constantly being reported to the Borough. The Clerk to contact
John Simpson about the delay in the repair.
- c) **ECC – Traffic Management Strategy for Essex:**
Members received the consultation document – date for response 4 March
2005. Cllrs. Roberts and Purdey would look through the document.
- d) **Small development in Rectory Road –** A request had been received from the
developer of a small site in Rectory Road for a name to be given to his
development of three properties. AGREED the developer be advised that this

development was too small to justify a name and that numbers 75, 77 and 79 be used instead.

- e) **Development at The Flag – Street naming:** AGREED to recommend the names of Bob Richardson or Richard Davies, both past Town Mayors and Borough Councillors to be incorporated in a name for the place.
- f) **Cook’s Shipyard.** Cllr Hill proposed consideration be given to names for roads in the Cook’s development and that they reflect the history of the shipyards that had been there for more than two centuries.
- g) **Queens Road- letter from Mrs. P. Marsden:** Cllr. Hill reported receipt of a letter from Mrs. Marsden expressing concern about large lorries negotiating the junction of Park Road and Queens Road, and highlighting a recent incident involving a large Italian lorry. Members were informed that on this occasion the driver had got lost, otherwise he would not have used that route. Cllr. Richards agreed to keep a record of the number of large vehicles turning into Park Road to see if a pattern emerged. Cllr. Kraft would also raise the matter with Andrew Wheatley at the Brook Street Business Centre to make sure that when a business at the Centre expected a large delivery lorry the driver knew where they were going and what route to take. Cllr. Hill would reply to Mrs. Marsden.
- h) **Street Signs:** Cllr. Hill reported that following his letter to the Borough Council about the proliferation of street signs, George Ward, CBC Highways Officer would be coming to Wivenhoe on a walkabout. Cllrs. Richards and Roberts volunteered to contact George Ward and assist him. In his note to Cllr Hill, George Ward had warned that signs presently on telegraph poles would have to be re-located for Health and Safety reasons.
- i) **University Science Park:** Having briefly reviewed the document from the University concerning development plans for the University Science Park during the meeting, Cllr. Thompson reported his synopsis to be: 1300 more dwellings; hotel and sports facility; bridge over the Colne and that the railway halt was now unlikely. However, he felt a prolonged study of the document was needed. Agreed the document would be left in the Council Chamber for members to look at until the next meeting.

The meeting closed at 9.50 p.m.

CHAIRMAN