

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 20 March 2006.

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Present: The Town Mayor, Cllr. T. Roberts (Chairman),  
Cllrs: P. Kraft, F. Richards, N. Lodge, C. Liddy, B. Sinclair  
P. Hill, S. Glozier-Green, K. Rogers, D. Purdey and S. Gillman.  
Borough Cllrs. S. Ford, D. Adams and E. Kraft  
County Cllr. J. Young  
Mrs. A Stinson (Town Clerk)  
Press  
Dave Petrie (Essex County Council Youth Services)

Prior to commencement of business members welcomed Dave Petrie from Essex Youth Service, Colchester Locality Manager, to the meeting to discuss the CYPSP, (Children and Young People's Strategic Partnership), which Matthew Young, CBC Youth Facilitator and Dave Petrie were trying to promote in Wivenhoe. For the benefit of members Dave Petrie gave the background to the closing of the Youth Club at the Wivenhoe Centre. Difficulty in obtaining Qualified Youth Workers was one of the main problems. Cllr. Young stated that when the building's daytime use was given over to Integrated Student Support it secured the premises in the long term for Wivenhoe. Apart from running costs it appeared that there would be no charge for the use of the building for Youth Provisions. Cllr. Young suggested that the Town Council liaise with Lisa Gann of Colchester's Youth Parliament. Agreed that at the next Best Value meeting the Town Council nominate someone to work with the Youth Parliament on this.

Members thanked Dave Petrie for attending.

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Borough Cllr. A. Quarrie.

**2. MINUTES.** RESOLVED that the Minutes of the Meeting of the Town Council held on 20 February 2006 be confirmed and signed as a correct record.

**3. MATTERS ARISING FROM THE MINUTES.** None.

**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's main item of the report was that the proposals for increased charges for Meals on Wheels had been called in for further review. Consultation on traffic issues was ongoing and the extension to the opening hours of the Rose and Crown PH, including tables on the Highway was going before the Licensing Committee on 24 March 2006.

**b) Colchester Borough Council:**

Cllr. Ford reported that he had sent out 190 letters concerning the traffic issues and presented a summary of residents' comments. Members congratulated Cllr. Ford on this. In response to a question, Cllr. Hill said he had emailed James Moodie of Taylor Woodrow about concerns raised by two Councillors concerning Cook's site vehicles not sticking to the agreed route. Cllr. Ford also said that he would be speaking on behalf of the Town

Council re the objections to the Rose and Crown PH extension of opening hours. Cllr. E. Kraft also reported on the informal consultation process currently underway re traffic issues related to the shipyard development and that formal consultation will be carried out in due course. Concerning the University of Essex's application for the Science Park, Cllr. Kraft said that approximately 2,000 jobs were proposed which would have a major affect on the traffic problems on Clingoe Hill. Cllr. Kraft was going to raise with the Vice-Chancellor the idea of University employees and taxi drivers being allowed to go through the barrier on Boundary Road.

Cllr. Adams reported that Wivenhoe had been well represented at a recent Borough Planning meeting concerning the UofE Science Park and the roundabout on the A133. A footbridge over the road linking the Greenstead and Tesco roundabouts was being discussed under Section 106 negotiations. Despite opposition, Highways officers remained convinced that a roundabout on the A133 was the safest solution. Cllr. Adams advised that all would have to wait until Reserved Matters came back to the Panel.

Cllr. Hill said that for the benefit of residents he would be willing to put the reasons for the roundabout on the Town Council's website if someone from Highways were to supply him with relevant details.

Borough and County Cllrs left the meeting at this point. Cllr. Rogers also left the meeting at this point.

## **6. COMMITTEE REPORTS.**

### **6.1 Planning**

a) Minutes of the meeting of the Planning Committee held on 28 February 2006 were received and noted.

b) **Section 106:** As the Town Council now consisted of several new members Cllr. Hill requested clarification that it was still the wish of the Town Council that The Folly be left as it is and not hard surfaced. This was confirmed by all members.

c) **Health Centre:** A positive letter had been received from Brendan Osborne on the situation to date and the Strategic Partnering Board would be meeting the next day to further the project. A stakeholder working group was going to be formed to oversee the project and representatives of the Town Council were invited to join the Wivenhoe development group. Cllrs. Hill and Eugene Kraft were willing to join the Group and Cllr. Lodge offered as well. Cllr. Hill would prepare an update of the situation to be put on the Town Council's website.

d) **Feasibility Study for Wivenhoe Civic Centre:** Cllr. Roberts reported that he had written to the architects concerned to take up their offer of a free feasibility study.

### **6.2 Personnel Committee:**

a) Minutes of the meeting held on 15 March 2006 were received and noted. Cllr. Purdey reported on the Committee's recommendations for a Finance and General Purposes Committee to be formed which would then merge with the Personnel Committee. This was AGREED. The new Committee would deal with the oversight of budget and financial matters on a quarterly basis. Members noted the need to plan ahead as Town Council demands were on the increase and the Parish Grant had been going down each year. Better publicity and communication were needed to make residents aware of the situation.

### **6.3 Best Value Committee**

a) The notes of meeting held on Monday 13 March 2006 were received and noted.

Cllr. P. Kraft circulated the first draft of a newsletter which she had produced for member's comments. Thanks were expressed to Cllr. Kraft for her work on this.

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

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

- a) The next meeting would be held on 22 March.
- b) **Toilet for Disabled:** Cllr. Kraft reported that work would be commencing on 26 June and would take approximately four weeks. The front door of the William Loveless Hall would be out of action and users would have to access the building via the back door. Cllr. Hill would put an item about this on the website.

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

- a) A report of the meeting held on 2 March 2006 was received and noted.
- b) **Seat on King George V Playing Field:** Following an inspection of the field with PC Steve May Cllr. Glozier-Green reported on his recommendations for a sensible location for the re-positioning of this seat, this was approximately 10 metres before the first big oak tree, facing towards the river, between the goalposts and the footpath. On the recommendations of the Working Party and PC Steve May, the repositioning of the seat was AGREED by all members present.

c) **Memorial Benches:** Regarding the installation of memorial benches, the Working Party put forward the proposal that if the Town Council is expected to install memorial benches, a one-off installation charge of £100 should be made and the upkeep of the bench thereafter should be the responsibility of those donating the seat. Should the bench fall into disrepair or become unsafe it will be removed. AGREED that this would be more cost effective and a short agreement letter would be drafted for future applications, with the suggestion of a memorial tree as an alternative.

d) **Play Areas:** AGREED to remove the wet-pour under the swings on the KGV play area replace with safa-matting, to repair the wall around the sand-pit and replace the sand and renew the fencing at the Mede Way play area.

e) **May Fair on Monday 29 May 2006:** AGREED that the May Fair Committee hold the May Fair on the King George V Playing Field from 12noon to 6.00pm as in previous years and in accordance with the usual conditions.

f) **Premise Licence for KGV Field:** In accordance with the new Licensing Act 2003 members considered the issue of the Premise Licence for the King George V Playing Field and formally AGREED therefore that approval be given to Mr. Don Quinn to be the Designated Premises Supervisor named on the Premise Licence for the King George V Playing Field for the purpose of the May Fair. The duration of the hours of the event will be 12 noon until 6.00pm on Monday 29 May 2006. The Town Council's consent to the grant of a DPS Licence will be limited to 12 months and contain the proviso that it will not in anyway prejudice the Town Council's right to use the King George V Playing Field for its own purposes. AGREED Cllrs Hill, Liddy and Roberts draft a letter to Mr Quinn setting out the terms of the Town Council's permission.

**7.3 Wivenhoe Wood Working Party:** Nothing to report.

**7.4. Minibus Working Group.** Nothing to report.

**7.5 Youth Facilities Working Party.**

- a) The outcome of the Certificate of Lawfulness was still pending.
- b) Members were pleased to note that Cllr. J. Young had obtained a grant of £3,000 from the Community Initiatives Fund towards the Wheel Play facility.

**7.6 Wivenhoe Engine Shed Trust.** Cllr. Hill reported that Network Rail had begun to put up scaffolding to support the building.

**7.7 WRUG.** Nothing to report.

**7.8 Members' Individual Proposals or Reports:**

**a) Mayoral Activities:** Cllr. Roberts reported on attendances at the Civic dinner on 21 February in The Mayoral suite, Colchester Town Hall; on 4 March the Mayor's Ball, and thanked all who helped beforehand, during and after to make this a great success; 8 March awarded bursary cheques to two students, proceeds of Town & Gown Dinner, plus £200 from Mayor's Charity and on 17 March the UoE Pakistan Society annual dinner.

Non-mayoral attendances included: 22 February – Townscape Character Workshop; 14 March – East Essex Forum at Walton-on-Naze where CIF Grant cheques were "awarded" and on 16 March – Colchester 2020 Assembly.

**b) Community Safety and Police Matters:**

Cllr. Rogers reported earlier that he had received no calls and that all had been quiet.

**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 of ashes had been carried out.

**8.2 NALC Direct Information Service.** Issues No. 626 and 627 had been received and circulated electronically.

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

**8.4 Work Management.**

a) General: The Town Clerk reported that grass cutting had started on all Town Council owned areas. Graffiti had appeared on a tree but how to tackle its removal was yet to be determined. Both groundsmen had attended a basic bricklaying course and would be attending the next stage of the course shortly. All tub sponsor letters had been delivered and some responses had started to come in.

Members noted that some of the tubs were looking past their best and it was Agreed to replace one or two a year.

The number of visitors to the Council Offices for the month of February totalled 130.

b) CBC Parish Grant Scheme timetable.

Town Clerk reported that the application forms had been received for this year's grant from the Town and Parish Councils Grant Scheme which, combined with ECC Community Initiatives Fund, funding available totalled £300,000. Funds were to be allocated earlier this year and the deadline for applications would be 12 May 2006 with decision date 1 August 2006. Members noted that the fund could not support ongoing running costs, only projects which support social, economic or environmental well-being of the locality.

Churchyard pillars, cemetery walls and a ramp for the disabled were a few suggestions put forward.

## **9. FINANCE.**

### **9.1 Current Financial Report**

a) The February spending and income Report was received and noted.

b) **Tax Base for 2006/07:** Members formally noted that the Town Council's budget for 2006-07 reflected an increase of £3.35 per Band D property.

**9.2** List of cheques numbered 502322 – 502339 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. None.

**9.5** Appeals for Financial Support. None.

## **10. NEW BUSINESS.**

### **10.1 Correspondence.**

a) **ECC – BBC Essex and the Essex Way:** Members received and noted the letter from Public Rights of Way Office about this activity, commencing on 1 May.

**10.2 Conferences/Seminars.** None.

**10.3 Notices.** Members noted the following:

NHS Strategic Health Authority Board Meeting Wednesday 29 March,  
Waterfront Hall, Waterfront Place, Chelmsford. 9.30am

NHS Special Board meeting Thursday 6 April, Stansted Airport Hotel 9.30am

**10.4 Licences.** To formally approve that Don Quinn be the Designated Premises Supervisor for the May Fair to be held on the King George V Playing Field on Monday 29 May 2006.

### **10.5 Highway Matters.**

- a) Members received the official notice from ECC on closure of footpaths 12 and 18 from 27 March 2006 for a duration of approximately 18 months to facilitate development works. Cllr. Hill had put the notice on the Town Council's website.
- b) **CBC Street Naming and Numbering:** The letter from Colchester Borough Council and notification of a resolution declaring that under the Public Health Act 1925 Section 18 the power to alter names of streets shall be in force throughout the Borough was noted.
- c) **Highway matters: Cooks Shipyard:** AGREED that the Town Council's views on the Section 106 Agreement, namely that all three routes be kept open and The Folly remain as it is be reinforced wherever possible.

The meeting closed at 8.52 p.m.

**CHAIRMAN**