

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

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr. B. Sinclair and Borough Cllr. D. Adams.

2. MINUTES. RESOLVED that the Minutes of the Annual Meeting of the Town Council held on 15 May 2006 be confirmed and signed as a correct record, subject to item 13.2 to read 'report to' instead of 'report monthly to' and item 14.8 Mayoral Activities to read 'Cllr. Roberts reported' instead of 'Cllr. Hill'.

3. MATTERS ARISING FROM THE MINUTES.

5.b) Cllr. S. Glozier-Green said that she wished to remain as Chair of the General Amenities Working Party.

13.b) Town Plan: Cllr. Hill reported that he had created a hot-link via the Wivenhoe web site for youth groups.

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 congratulated Cllr. Penny Kraft on being Mayor and wished her a successful year. Cllr. Young reported on an ECC forum which would promote better relationships with Town and Parish Councils; the decision on Sheepen Road access and Glen Avenue had been rescinded; Day Care provision would continue to be pressed for, also pavement repair work.

Cllr. Lodge mentioned that a highway inspection book was now kept in the Council Office reception, repairs and faults are recorded when reported and a Highways Officer would inspect the book each month.

b) Colchester Borough Council: Cllr. Ford reported on the May Fair, which proved very successful, although there was some alcohol-related incidents which were being dealt with. A meeting with the May Fair Committee was being arranged to discuss this.

Cllr. E. Kraft was given an update on the re-opening of the Youth Club by Cllr. Purdey; to summarise, he had met with Dave Petrie who was very positive and could offer basic training and mentoring, but the biggest issue was recruitment of volunteers. A public meeting was going to be arranged, but Cllr. Purdey stressed that unless volunteers came forward the project would not get off the ground.

Cllr. Quarrie reported that she was now on the Borough Council's Licensing Committee and was also attending the East of England Tourist Board meeting at Newmarket the following day.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 23 May and 13 June were received and noted. An observation arising from the 'walkabout' was that there would be a reduction of 5 car parking places in the vicinity of the Park Hotel which may affect the recent planning application. The Town Clerk would send supplementary comments in to the Planning officer concerned relaying this.

b) **Section 106:** Notes of the 'Walkabout' held on 7 June and attended by Cllrs. Hill, Sinclair, Lodge, Richards, P. Kraft, E. Kraft, T. Roberts, along with Peter Kay and Hally Palmer from the Wivenhoe Society and Vicky Presland and Paul Bradford from ECC Highways were circulated to all. Agreed that the notes be published on the Town Council's web site. Cllr. Roberts said he would draft a letter about the issue of traffic flow. It was Agreed that all residents concerned should be written to so that they are aware of the proposals and have an opportunity to comment and become familiar with the proposals. A 3 day public consultation would be staged at the Council Offices for residents to view the proposals. Cllr. Hill would draft a letter to this effect.

c) **Health Centre:** Cllr. Hill reported that the PCT had held two public meetings in the William Loveless Hall so far.

6.2 Finance and Administration Committee.

Cllr. Purdey reported that the next meeting would be held on 6 September.

6.3 Best Value Committee

a) The notes of meeting held on Monday 12 June 2006 were received and noted. Cllr. Kraft reported that the meeting with the residents had been reconvened for 6 July.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) The notes of the meeting held on 24 May were received and the date of the next meeting would be on 26 July 2006.

b) Event 20 May: Cllr. Kraft reported that a recent wedding had caused damage to the hall floor in that streamers mixed with alcohol had stained the wood floor. The damage deposit had therefore been retained. Agreed that an amendment be added to the Conditions of Hire stating that '*the Town Council reserve the right to claim more for damages if the damage deposit does not cover the cost*'. It was also agreed that the matter be an item for the next meeting of the Finance and General Purposes Committee concerning clear guidance on matters relating to bar licence approvals.

7.2 General Amenities & Landscaping Working Party.

a) A report of the meeting held on 3 June 2006 was received and noted.

b) Cllr. Glozier-Green received the Rospa report on KGV and Mede Way play areas.

c) Pavilion: Town Clerk would chase up the surveyor for a valuation of the pavilion rental.

7.3 Wivenhoe Wood Working Party: Cllr. Richards reported that a meeting had been arranged for 3.30pm on 5 July. Richard Moulson, CBC Ranger, would be present.

7.4. Minibus Working Group. A meeting had been arranged for 21 June at 7.30pm.

7.5 Youth Facilities Working Party.

a) Cllr. Purdey reported that the week commencing 26 June had been earmarked for laying the base and a note would be sent to all residents informing them of this. The Town Clerk would advise the contractors when the base was completed. A meeting would also be arranged with the police to discuss the policing of the facility. The next meeting of the Working Party would be on 28 June.

b) **Youth Club:** As previously stated by Cllr. Purdey, he had met with Dave Petrie who was very positive and could offer basic training and mentoring, but the biggest issue was recruitment of volunteers. A public meeting was going to be arranged but it was stressed that unless volunteers came forward the project would not get off the ground.

7.6 Wivenhoe Engine Shed Trust. Cllr. Hill reported that the Trust were preparing a bid to the Heritage Lottery Fund and needed a letter of support from the Town Council. Agreed that a letter of support be sent from the Town Council.

7.7 WRUG. Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) **Mayoral Activities:** Cllr. Kraft reported on a very enjoyable first month of engagements which were May 17 Colchester Mayor Making; May 21 Colchester Civic Service; May 31 Scouts and Guides AGM; June 2 day out with the Over 60's to Dunwich; June 3 June Market and Art on the Railings; June 11 East Donyland Civic Service; June 14 Broomgrove Junior school walking bus in their attempt to get into the Guinness book of records; June 16 Broomgrove Infants School lunch and 2 plays; June 16 Vice-Chancellor's Reception at the University; June 17 Teddy Bears Parachute jump at St.Mary's Church, a Millfields School charity event. In addition to this Cllr. Kraft had also attended coffee mornings at Stuart Pawsey Court sheltered accommodation to meet and talk to the residents there.

b) Community Safety and Police Matters:

Cllr. Rogers reported that he would be meeting the police the next day at the Council Offices.

c) Wivenhoe & District Sporting Facilities Trustee: The Town Council has the right to nominate a Trustee on the Board of Trustees of the Wivenhoe & District Sporting Facilities Trust. The person so appointed will serve for a period of three years. Whilst representing the interest of the Council and the Wivenhoe community in the strategy of the Trust in its management of Broad Lane Sports Ground, the person appointed by the Council must also abide by the terms and objects of the charitable trust deed which overall governs the running of the Trust. Former Councillor Jan Richardson has completed a further three years as a Trustee and therefore retires.

AGREED to appoint a Cllr. Stuart Gillman as the new Trustee.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials.

Two Burial Grants had been issued and one memorial had been approved since the last meeting. Two burials and one interment of ashes had been carried out.

Town Clerk also reported that four burials were booked in over the next two weeks, which would take priority over all other work and asked Councillors to bear this in mind as it would cause interruption to the grass cutting schedule.

8.2 NALC Direct Information Service. Issues No. 631 to 633 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 has been continuous. Recent burials taking place had caused interruption with the grass cutting schedule. Minor vandalism had also been reported to the police. Vegetation on most footpaths had been cut back. The King George V Field had been cut several times and new goal nets obtained. White lining was scheduled.

The number of visitors to the Council Offices for the month of May totalled 145

b) Overhanging hedge: Members reported that a letter needed to be sent to the occupier of 25 Rectory Road about shrubbery overhanging the footway.

c) Elmstead Parish Council: A letter would be sent to Elmstead Parish Council about the state of the grassed open space opposite Millfields School.

9. FINANCE.

9.1 Current Financial Report

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

Town Clerk reported receipt of the full grant of £1,900 from the Rural Community Council of Essex towards the Town Plan.

9.2 List of cheques numbered 502367 – 502395 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.

9.5 Appeals for Financial Support.

a) FOSM 2007 Calendar – AGREED to sponsor a month, cost £75.

Cllrs. Hill, Richards and Kraft declared an interest in the above.

10. NEW BUSINESS.

10.1 Correspondence.

- a) **Colchester Association of Local Councils:** Members noted that the launch of first meeting would be on Monday 17 July 7.30pm at Stanway Football club and thereafter the third Monday of each month, which unfortunately coincides with the Town Council's monthly meeting. Clerk would request minutes of each meeting .
- b) **Second Essex Local Transport Plan 2006 to 2011:** Members received the copy. Cllr. Roberts would look through the document.
- c) **Environment Agency NE Essex Catchment Flood Management Plan:** Members received the copy of the Draft Plan – consultation was until 28 July 2006. Cllr. Sinclair would be asked to look through the document.
- d) **CBC - Colchester Play Partnership:** Members received the notes of first meeting held on 8 May. The next meeting was at Rowan House, Sheepen Road on 3 July. Cllr. Glozier-Green expressed an interest.

10.2 Conferences/Seminars.

Essex Strategic Rail Seminar – 20 October at Central Baptist Church Chelmsford. 10.00am – 3.00pm.

Cllr. Roberts stated that he would try to attend this.

10.3 Notices. Members noted the following:

Mayor's Charity Midsummer Ball – Saturday 24 June.

Wivenhoe Town Council v Cricket Club - Annual Cricket Match – Wednesday 5 July 6.30pm.

10.4 Licences. Nothing to report.

10.5 Highway Matters.

a) **ECC Highway Improvement Works:** Members noted the email received from the County Council on the following schemes to be progressed as part of the annual safety engineering programme .

1. A133 j/w B1027 Wivenhoe Park Corner. Introduce automated traffic signalisation control, widen B1027 right turn lane, associated signing and lining works .Cost £200,000

2. Brightlingsea Road junction with Elmstead Road. Introduce full automated traffic signalisation, improve the skidding resistance of the approaches to the junction with high friction surfacing, lay buff bands of coloured surfacing either side of a SLOW marking and change signing.

b) **Highways Works at The Flag:** Members noted the highway works currently being carried out by The Flag development. Cllr. Kraft would ask a Ward Cllr to find out the situation.

The meeting closed at 9.25 p.m.

CHAIRMAN