

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

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllrs. S. Glozier-Green, C. Liddy, Borough Cllrs. E. Kraft and A. Quarrie.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 18 December 2006 be confirmed and signed as a correct record subject to item 5.a) to read 'St. Andrew's' and not 'St. Anne's'.

3. MATTERS ARISING FROM THE MINUTES.

6.3a) WL Hall Fire Safety Regulations: Cllr. Rogers reported that he had requested three estimates for an audible fire warning system. He will advise when the estimates had been received.

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 spoke about trying to identify some funding for the cycleway from Wivenhoe to the University. It was thought that there might be a possibility of diverting some funds from The Folly and using S106 monies from the University application. Cllr. Young had raised with Geoff Harris, Area Highway Officer. A letter from the Town Council would be sent to Geoff Harris suggesting a meeting about the proposal highlighting the dual needs of the scheme, i.e. decreasing the number of cars on the road and getting more cyclists on the road. Cllr. Young would come to the meeting and also heads of local schools would be invited.

b) Borough Council: Cllr. Ford reported on matters concerning carbon emissions and a letter received from the Wivenhoe Fair Trade Steering Group requesting the Town Council to support Fair Trade wherever possible. Town Council had already agreed that they would support to a limited degree. Cllr. Quarrie had also sent in a report informing that she had already met with some of the residents residing on the Quay about issues concerning the Quay.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 19 December were noted. Cllr. Lodge reported that an application for a wind turbine at St. John's Road had been discussed at the meeting held on 9 January 2007. The matter of a satellite dish with a very long loose cable on Gothic House, High Street, was raised and Cllr. Ford said he would look into this, as the property belonged to Colchester Borough Council.

b) Section 106 Working Party. Cllr. Hill reported that CBC Planning had asked ECC Highways to reconsider the specification for upgrading the surface of The Folly. The matter was still to be resolved.

c) Health Centre: Cllr. Hill reported that there was yet more delays due to Colchester PCT merging with Tendring PCT. Members considered that a press release should be prepared so that Wivenhoe was aware of the real danger of losing a practitioner. Agreed that a letter be sent to the Chief Executive of the PCT.

6.2 Finance and Administration Committee. A date for the next meeting would need to be arranged.

6.3 Best Value Committee

a) The notes of meeting held on Monday 8 January 2007 were received and noted with the amendment of 'at least a minimum gap of 12ft between the tables and the side of the quay should be maintained so that vehicles could pass safely along the quay'.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Proposal for kitchen improvements: Cllr. Kraft presented a proposal for refurbishment of the kitchen at the William Loveless Hall. The work would be carried out in-house and the approximate material cost was £3,500. There was also a need to install fire warning measures. Members supported the proposal and expenditure of £3,500 in principle and a final scheme would be presented to the next Best Value meeting. Advice would also been sought from the Borough Council's Environmental Health team on the proposals.

b) Young Explorers Project - use of WL Hall for launch on 4 February: Members discussed the request for a grant towards hall hire cost and indicated that although they would like to support the event they could not as the event was of a commercial venture.

7.2 General Amenities & Landscaping Working Party.

a) War Memorial: Members noted receipt of the letter from English Heritage advising that an application to list the War Memorial in the Churchyard had been received.

b) BRA (Broadfields Residents' Association): Cllr. Purdey said a new date for a meeting would be issued shortly.

c) Allotments: Cllr. Gillman said that there had been some misunderstanding with the office about the recent allotment warning letters sent out and this would be looked into. Town Clerk would check the current status on the allotment letters with reception staff the next morning and also with Celia O'Donnell of WAGA.

d) Pavilion: The draft letter concerning the rent, already discussed at Best Value, was considered. Members approved the letter subject to Cllr. Liddy's comments.

7.3 Wivenhoe Wood Working Party: Cllr. Richards reported that another task day had been arranged for Sunday 28 January. Extending the boardwalk was one of the tasks. The scheme was becoming very successful as more volunteers came forward.

7.4. Minibus Working Group. Nothing to report.

7.5 Youth Facilities Working Party.

a) Skateboard park: Town Clerk to chase a response from GBH.

7.6 Wivenhoe Engine Shed Trust. Nothing to report.

7.7 WRUG. Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Kraft reported on attendances at the Mayor's Christmas drinks evening on 18 December; Essex Concert Band Performance on 19 December; Tea in the Mayor's Parlour on 20 December; Midnight Mass at St. Mary's Church on 24 December and the Mayor's Charity New Year's Eve Dance on 31 December.

b) Community Safety and Police Matters:

Cllr. Rogers that he had been in regular contact with the Community Safety Officer. He also reported that there had been quite a large number of youths creating a disturbance around the Co-op area last weekend which resulted in police from Brightlingsea being called out to cover.

c) Town Plan group: Members congratulated those involved with the Town Plan group. The questionnaire was soon to be launched.

d) Christmas Lights: The thanks of the Town Council were to be conveyed to the volunteers involved with this. A meeting would be organised to discuss the condition of the lights and any improvements needed. Cllr. Hill said he would arrange the meeting.

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. No burials had been carried out.

8.2 NALC Direct Information Service. Issues No. 647 and 648 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 the Christmas Lights had been taken down and holly removed from the Churchyard. Work had commenced on the installation of the toilet for the disabled at the William Loveless Hall and so far all was going to plan, apart from that there was no mention in the specification of whether the gas heater in the hall lobby was to be taken out. Cllr. Kraft would look at this the next day. The number of visitors to the Council Offices for the month of December totalled 95.

b) Churchyard Piers: Town Clerk reported that she had completed and sent in the Petition for the Faculty to enable work to commence on the churchyard piers, following receipt of the Diocesan Certificate of Recommendation. The 28 day Public Notice had also been displayed, dated 8 January 2007.

It was reported that the stonemason had incurred some costs already but members noted that the Town Clerk had advised the stonemason not to start work until approval from the Church Diocesan had been received.

9. FINANCE.

9.1 Current Financial Report

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

b) **Budget 2007/2008:** Following the pre-Budget Meeting held on 11 December 2006 The final precept figures, of which the Parish Grant was £32,454 and the divisor figure 2767.10 produced a final precept figure of £47.48 per band D property, against £45.21 last year, reflecting an increase of £2.27 per household.

Members AGREED that the budget figures be adopted.

RESOLVED therefore that the Town Council precept on the Colchester Borough Council for the sum of £131,382 to meet its estimated expenditure for the financial year 1 April 2008 to 31 March 2008.

Calculation of indicative Council Tax on the above divided by the equivalent number of Band D properties in Wivenhoe, now 2767.1 equalled a levy of £47.48 per Council Tax payer, representing an increase of 5.02% on last year's figures and £2.27 per household.

c) **Spending Authority:** Members received and approved the WTC Spending Authority paper, extracted from Town Council Standing Orders.

d) **Burial Charges:** The recommendations of the Best Value Committee to increase burial costs for interments at Wivenhoe Cemetery from £180 to £250 to reflect full cost recovery on the limited amount of spaces now left was AGREED. It was also AGREED that this be implemented with immediate effect.

9.2 List of cheques numbered 502530 – 502542 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.

a) AGREED - Sponsorship of Ferry Booklet £50 for full page

Cllr. Purdey declared an interest in the above.

10. NEW BUSINESS.

10.1 Correspondence.

a) **Go East – Proposed Changes to the East of England Plan** – Members noted that the documents could be viewed at

www.goeast.gov.uk/goeast/planning/regional_planning/?a=42496

Deadline for comments 5pm on 9 March 2007.

b) **Essex School Organisation Plan 2006-2011:** Noted receipt of copy, which replaces 2005-2010 Plan. Cllr. Richards would look at the document.

c) **10 Year review of the Essex Community Foundation:** Members noted receipt of copy, which was available at the meeting.

10.2 **Conferences/Seminars.** Members noted the following:

EALC – “The Funding Game and How to Win It” 1 March 07 - Foakes House, Gt.
Dunmow – 9.30 – 3.30pm £20 per delegate.
Cllr. Roberts to attend.

10.3 Notices. Members noted the following:

Mayor’s Charity Ball – William Loveless Hall
10 March 2007.

10.4 Licences.

a) May Fair: A copy of the draft Hiring Agreement would be sent to the May Fair Committee in readiness for the meeting with the Town Council.

b) Personal Licence Holder course: Town Clerk to forward the contact no. for the Licensing Examination Centre to Cllr. Richards.

10.5 Highway Matters. None.

CHAIRMAN

The meeting closed at 10.15pm.