

Present: The Town Mayor, Cllr. D. Purdey (Chairman),  
Cllrs: C. Liddy, K. Rogers, M. Iacovou, B. Sinclair  
P. Kraft, F. Richards, N. Lodge, P.M. Hill, A. Vaughan and C. Fox.  
Borough Cllrs. E. Kraft and S. Ford.  
Peter Kay, Public Transport representative  
Mrs. A. Stinson (Town Clerk)

#### **1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from County Cllr. J. Young.

**2. MINUTES.** RESOLVED that the Minutes of the Meeting of the Town Council held on 19 November 2007 be confirmed and signed as a correct record, subject to item 6.3e) being amended to read 'prior to 2003 Elections' instead of 2007 Elections.

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

#### **4. POINTS RAISED BY MEMBERS OF THE PUBLIC.**

**a) WRAG:** Wivenhoe Railway Access Group. Members received the letter and draft questionnaire from Pam Glover and Agreed to note and support.  
Both Borough Cllrs present commented that they were aware of the difficulties with the platform at Wivenhoe Station and were doing what they could to improve the situation.

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

**a) Essex County Council:** Cllr. Purdey read out a report from Cllr. Young which updated members on her continued work to access the youth bus for the Wivenhoe community. Early in the new year the bus will be brought to Wivenhoe at 10am on 19<sup>th</sup> January to allow Town Councillors and volunteers to see what is on offer, Tim Frances will also be coming. Cllr. Young had also approached both the Colchester and Tendring TASC teams to ensure that Wivenhoe receives a free service. Schedule of visits still not published.

**b) Borough Council:** Cllr. Ford reported that the planning application for 75 High Street had gone to appeal; Japanese Knotweed had been found on the site at West Street/Quay Street and he had met and talked to various bodies about the problems with the access to the railway station.

Cllr. Kraft reported on the University junction, in that the roundabout was being changed for a junction with more traffic lights; members had a query over whether the bus route would be changed. Cllr. Hill said it needed to be made clear exactly what was happening as it could seriously affect Wivenhoe residents who travelled regularly into Colchester. The LDF Planning Consultation ends on 4 January; Cllr. Kraft also reported that the application for Papa's was being scheduled for 31<sup>st</sup> January; Lottery funding was imminent on the Town Plan and the junction near the Football Club was being booked at again.

**c) Public Transport Representative:** Peter Kay gave a report also on the University junction, in which he was under the impression that the bus lane would not be affected.

#### **6. COMMITTEE REPORTS.**

##### **6.1 Planning**

a) Minutes of the meeting of the Planning Committee held on 20 and 27 November and draft minutes of the meeting held on 11 December were received and noted. Cllr. Liddy briefed members on a couple of amendments on the minutes for 11 December. Concerning the University junction, it appeared that the plans submitted were defective and re the resubmission for Papa's Fish Shop the Town Councils comments remained the same.

Concerning the recently received application for Phase 3 of Cook's Site, planning officer Sue Jackson had attended the meeting on 11 December. The Town Council's main concern was for the additional traffic – bearing in mind the original scheme was based on three exit routes which was now no longer the case.

**b) Section 106 Working Party (Cook's):** Cllr. Hill commented on that the notes of the meeting held on 27 November needed amending to read 'wet-dock' instead of 'jetty', 'quayside edge around the wet-dock only' and that the crane was not the responsibility of the Town Council.

It was proposed that the Town Council take legal advice on the leases and the Section 106 Agreement and it was AGREED that PTL of Crouch Street, Colchester be asked to provide legal advice for the Town Council.

**c) Health Centre:** Cllr. Hill reported that Kay Wells, Project Manager, was forming a small committee and that a meeting was being held on 11 January to which he would be going to.

## **6.2 Personnel, Finance and Administration Committee.**

**a) Pre-budget meeting:** Members noted the written report on the pre-budget meeting from the Town Clerk and a copy of budget paper, which forecast a 5.43% increase but was dependant on the outcome of the Parish Grant, which would not be known until January 2008.

## **6.3 Best Value Committee**

**a)** Draft notes of meeting held on Monday 10 December were received and noted. The main item being the King George V Hiring Agreement, which was being taken under Licences.

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

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

**a)** Cllr. Kraft reported that the surfacing of the Hall car park was scheduled to commence on 3 January 2008.

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

**a)** Notes of the meeting held on 3 December 2007 were circulated.

**b) Old Cemetery Wall:** Cllr. Lodge reported that most of the coping stones had now been stolen from the cemetery wall. Police were aware and a third statement given. He had met with the contractor and a sample of a replacement brick was being put together for members approval. It was noted with sadness that the cemetery wall, which had stood there since 1858 would never look the same again. To replace the original stones would be too expensive and the Town Council would have to utilize what funds they had available the best way possible. Cllr. Rogers said the police were making enquiries.

**b) Tree Planting Fund:** Town Clerk advised that confirmation of the grant had been received and an order for the trees would be placed soon.

**7.3 Wivenhoe Wood Working Party:** Cllr. Richards reported that the British Trust for Conservation Volunteers would be removing sycamores on 19 and 20 December. Volunteers interested to meet at Rosabelle Avenue at 10.30am.

**7.4. Minibus Working Group.** Cllr. Purdey reported receipt of a cheque for £200 from the Wivenhoe Over 60's Club towards the running costs of the minibus which was presented to him at the Over 60's Christmas dinner. Members expressed their appreciation of this and Cllr. Kraft would send a letter of thanks to Doug Stockwell, Chairman of the Wivenhoe Over 60's Club.

**7.5 Youth Facilities Working Party.** Cllr. Purdey reported that the Youth Bus would be attending on Saturday 19 January at 10.00am in the Council Yard. Cllr. Richards reported that she hoped to invite the group to a Town Council meeting in February and a meeting had been arranged for 3 January in the Council Chamber.

**7. 6 Wivenhoe Engine Shed Trust.** Cllr. Hill had nothing to report other than that the deadline for the lottery application was the end of March 2008.

**7.7 WRUG.** Nothing to report.

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

**a) Mayoral Activities:** Cllr. Purdey reported on attendances at the switch-on of Wivenhoe's Christmas Lights; Broomgrove School Christmas fayre; Wivenhoe's Christmas party for the elderly at the William Loveless Hall; Festival of Christmas Trees at the Congregational Church, the Over 60's Christmas Lunch and the staff Christmas lunch.

**b) Community Safety and Police Matters:** Cllr. Rogers reported that there had been a few problems with youths lately. Six tickets had been issued for anti-social behaviour. WPC Wendy Byrne was back but on light duties only.

**c) Xmas Lights:** Cllr. Lodge reported that he had received a lot of positive comments on the Christmas lights. A few were still not working but George Brown was working on those. He had listed all those who helped and it was agreed that on the Saturday of the 'take-down' in January a round of drinks be offered to the 'helpers' at the Park Hotel when all the work was completed.

**8. TOWN CLERK'S REPORT.**

**8.1 Burial Grants and approval of memorials.**

One Burial Grants had been issued and one memorial had been approved since the last meeting. Two interments had been carried out.

**8.2 NALC Direct Information Service.** None received this month.

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

**8.4 Work Management.**

a) General: Town Clerk reported that work on the lopping of the trees against the Churchyard railings had been completed. Maintenance jobs on the William Loveless Hall were being carried out. Holly and greenery had been cut for St. Mary's Church.

Christmas lights had been put up outside the William Loveless Hall, the Council Offices and the crib was being prepared being put outside the office in its usual place. The number of visitors to the Council Offices for the month of November totalled 168.

b) Register of Interests: Local Authorities New (Model Code of Conduct) Order 2007 – Town Clerk reminded those members who had not completed the new form.

c) Community Initiatives Fund – Members received details of the fourth round of the CIF – deadlines of which have been set for end May and end of June 2008. Cllr. Lodge had already obtained estimates for further sports facilities on the KGV.

## **9. FINANCE.**

### **9.1 Current Financial Report**

a) The November spending and income Report was received and noted, with additional notes on grants received and Working Party balances included.

b) ) **Closure of Audit 06/07:** Members noted that the Town Council's Appointed External Auditors, Lubbock Fine, had certified the Annual Return of the Town Council for the year ended 31 March 2007 in accordance with the Accounts and Audit Regulations. Receipt of the External Auditor's certificate was noted.

**9.2** List of cheques numbered 502743-502759 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 received.

## **10. NEW BUSINESS.**

### **10.1 Correspondence.**

a) **CoRWM:** Noted receipt of update and dates of future meetings, which were given to Cllr. Fox.

**10.2 Conferences/Seminars.** Nothing to report.

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

Mayor's Charity New Years Eve Dance – William Loveless Hall  
8.30pm – 1.00am £12.00

### **10.4 Licences.**

a) **May Fair:** Members considered the draft changes to the Hiring Agreement, as prepared by Solicitors acting on the Town Council's behalf.

It was formally Proposed by Cllr. Sinclair and seconded by Cllr. Kraft and the Hire Agreement (Version 7) be approved.

RESOLVED therefore that Version 7 of the Hire Agreement for the KGV Playing Field containing re-written clauses by Solicitors acting on behalf of the Town Council be accepted and approved as the Town Council's Hire Agreement for the King George V Playing Field.

Thanks were expressed to all those who had contributed to achieving this.

A letter would be sent to Mr. Chamberlain informing the May Fair Committee of this.

**10.5 Highway Matters.**

**a) The Quay:** Cllr. Hill said he had sent a reminder to Terry Knights.

**CHAIRMAN**

The meeting closed at 8.45pm.

At the close of the meeting an invitation was extended to all join the Mayor and Mayoress at their home for festive refreshments.