

Present: The Town Mayor, Cllr. P. Kraft (Chairman),  
Cllrs: D. Purdey, T. Roberts, P. Hill, S. Gillman, F. Richards, N. Lodge,  
C. Liddy 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, K. Rogers, Borough Cllrs. E. Kraft and A. Quarrie. (Cllr. Rogers arrived late)

**2. MINUTES.** RESOLVED that the Minutes of the Meeting of the Town Council held on 15 January 2007 be confirmed and signed as a correct record.

### **3. MATTERS ARISING FROM THE MINUTES.**

10.4a) May Fair: A meeting had been held with the May Fair Committee where it was noted that this year's Fair was likely to be postponed as the Committee members felt that they needed more time to comply with the new regulations imposed by the Licensing Act of 2003.

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

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

**a) Essex County Council:** The main issue of Cllr. Young's report was the cycle link to the University. A meeting had been arranged with Geoff Harris on 13 March at 2.30pm in the Council Chamber to discuss this. A feasibility study was also being engineered by 'The Safer Routes to School' and it was hoped that this would lend support to the scheme. Cllr. Hill circulated an aerial view of the Public Right of Way across to the University from Jack Hatch Way with the suggestion that the new cycleway should follow the line of the hedgerow, not the existing PROW. This would also be discussed at the meeting with Geoff Harris.

**b) Borough Council:** Cllr. Ford spoke about the meeting he had held concerning Wivenhoe's increased dog fouling problem. Leaflets had been distributed and an article put in the local press.

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

#### **6.1 Planning**

**a)** Minutes of the meeting of the Planning Committee held on 9 and 30 January 2007 December were received and noted. The Chairman reported that there had been many letters concerning the Heritage Home application for West Street and the application was being monitored very carefully. The Town Council's views remained the same as before, in that the development was far too large and out of character for the site.

**b) Wivenhoe Conservation Area Appraisal (QuBE).** Members noted receipt of the appraisal documents and a meeting was being held with Ms. Neilson the following week.

**c) Section 106 Working Party.** Cllr. Hill reported that 5 draft leases had been received from Taylor Woodrow but there was concern that the leases were not in line with what was agreed in 2002. AGREED that the leases as received were not acceptable to the Town

Council and that a separate meeting would be held on Monday 26 February to discuss the leases further. The five leases concerned the slipway, the wet-dock, the Fisherman's store, the car park and the dinghy park. The meeting would also consider the naming of Walter Radcliffe Way as it appeared from the S106 Agreement that this route would be lost once the development was completed. Cllr. Hill would circulate the S106 Agreements to members by email.

**c) Health Centre:** Members noted Cllr. Young's earlier account that a report had been commissioned to look into the proposals for new out of town health centres because of the amount of money that the projects were costing. Noted that a letter had been sent to the Chairman of the PCT by the Town Mayor about Wivenhoe's concern for the new Health Centre.

**6.2 Finance and Administration Committee.** Nothing to report.

### **6.3 Best Value Committee**

**a)** The notes of meeting held on Monday 12 February 2007 were received and noted. The following recommendations of the Best Value Committee were AGREED:

- That the £3000 in contingency be amended to Outdoor Equipment budget.
- That the £3000 CIF grant be vired from the skateboard reserve to the William Loveless Hall budget.

**b)** Date of the next Personnel Committee would be 7 March at 7.30pm.

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

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

**a)** Cllr. Kraft was pleased to report on the award of a £4,000 grant from the East Area Forum towards the Hall's kitchen refurbishment and expressed thanks to the Town Clerk for submitting the application. Proposals for kitchen improvements to encompass the recommendations of Environmental Health Officer were therefore AGREED.

**b)** Toilet for Disabled – Proposal for porch alterations, extra flooring and carpeting were AGREED, cost would be approximately £1,000 to finish off the work.

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

**a)** Cllr. Gillman reported on the meeting held on 5 February. Items of particular note were that a letter had been sent to the Cricket Club about the issue of the fence and that due to the unstable soil on Section E it had been decided to suspend double depth graves for time being while the Working Party looked at the situation in practical terms.

**7.3 Wivenhoe Wood Working Party:** Cllr. Richards reported that the path for the disabled would be receiving attention in March.

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

### **7.5 Youth Facilities Working Party.**

**a) Skateboard park:** Town Clerk reported that GBH were coming the next day.

An enquiry had been received concerning mountain-boarding and this had been referred to CBC for the Lower Lodge play area.

**7.6 Wivenhoe Engine Shed Trust.** Cllr. Hill reported that Plaiter Claiborne, Structural Engineers would be preparing a report soon. A meeting was to be held with the Heritage Lottery group.

**7.7 WRUG.** Nothing to report.

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

**a) Mayoral Activities:** Cllr. Kraft reported on attendances at the Thanksgiving Service at St. Peter's Church, Colchester on 16 January re the safe return of Colchester Troops from the Middle East; East Essex Area Forum meeting on 24 January where the £4,000 grant for the WL Hall kitchen refurbishment was approved; performance of Aladdin by Wivenhoe Pantomime Group on 26 January; Allotments AGM on 4 February and launch of Young Explorer's Project at WL Hall and, finally, acted as witness for David Henley's attempt to get into the Guinness Book of Records for the fastest time cooking and wrapping a portion of chips on 13 February.

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

**Sid Cox:** Members reflected with great sadness upon the sudden untimely death of former Community Policeman PC Sid Cox following a tragic accident. PC Sid Cox had been Wivenhoe's policeman for 18 years and served the community admirably. He was a member of many organizations, participated in events such as Wivenhoe Crabbing Competition, sang for the Gilbert & Sullivan Society, played cricket and enjoyed his allotment. Cllr. Hill spoke of how much Wivenhoe will miss him and all members expressed their sympathy and sorrow to his family.

**c) Christmas Lights:** A meeting to discuss the way forward for the Christmas lights was to be held at Cllr. Hill's house on 25 February, following which a report would be submitted.

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

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

Three Burial Grants had been issued and two memorials had been approved since the last meeting. Three burials had been carried out.

**8.2 NALC Direct Information Service.** Issues No. 649 and 650 had been received and circulated electronically.

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

**8.4 Work Management.**

**a) General:** Town Clerk reported that 40 'Free trees' had been collected from CBC Rowan House and GAWP would be deciding where these are to be put. Most footpaths had been inspected and cleared. New door bolts had been fitted to the ladies' toilet at William Loveless Hall. One of the glass panels in the new bus shelter at Rectory Road had shattered, and a new panel was on order. Cause was not suspected to be vandalism. The toilet for the disabled at the William Loveless Hall was progressing well. The number of visitors to the Council Offices for the month of January totalled 158.

**b) Churchyard Piers:** The Faculty to enable work to commence on the churchyard piers had been received. The Stonemason, Rector and Churchwardens had all been advised.

**c) Annual Town Review:** A draft would be emailed to all members.

**9. FINANCE.**

## **9.1 Current Financial Report**

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

b) **Fidelity Guarantee Insurance:** In accordance with the Auditor's recommendations AGREED to increase the Town Council's Fidelity Guarantee Insurance to £150,000, to represent the Town Council's closing cash balance plus ½ the precept.

c) **National Savings Account:** To note change of signatories on the National Savings Account to A.J. Stinson, Town Clerk, Cllr. P. Kraft and Cllr. D. Purdey.

**9.2** List of cheques numbered 502543 – 502558 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.

a) Kitchen Units for WL Hall £1,392

b) A. Clarke – instalment for Churchyard Piers £1,500

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

## **10. NEW BUSINESS.**

### **10.1 Correspondence.**

a) **Consultation on Amendments to the Model Code of Conduct for Local Authority members:** Members received the documents advising on the four current model codes of conduct applying to various categories of local authority members and noted that it is proposed to combine these into one consolidated code. Deadline for comments was 9 March 2007 and the Town Council will need to formally adopt the Code when finalized.

10.2 Conferences/Seminars. Members noted the following:

'Clean Neighbourhoods' Members' Training Session, Tuesday 6 March, Town Hall, Colchester, either 2-4pm or 6-8pm. (Cllr. Rogers to attend)

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

Civic Service for Local Government – Chelmsford Cathedral

Friday 27 April at 7.30pm.

Mayor's Charity Spring trip to France, Saturday 28 April

### **10.4 Licences.**

a) **Fun Fair:** Members noted that an application had been received and that it had been submitted to the KGV Field Premise Licence holder for approval subject to clarification on insurance matters. Agreed that a simple check-list type form be drafted so that it could be attached to the Hiring Application for fun-fair/circus applications.

**10.5 Highway Matters.** Members noted the following:

Notices of Temporary Closures of Alma Street, High Street, Brook Street and Quay Street

**CHAIRMAN**

The meeting closed at 9.08pm.