

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

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr. N. Lodge and Borough Cllrs. E. Kraft and A. Quarrie.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 19 February 2007 be confirmed and signed as a correct record.

3. MATTERS ARISING FROM THE MINUTES.

5.a) Cycletrack: Cllr. Hill reported that the meeting held on 13 March with Geoff Harris, Area Highways Manager, to discuss the feasibility of a cycle track from Wivenhoe to the University of Essex was very successful. Aerial maps of the preferred route were studied at the meeting. Attendees were Cllrs. Kraft, Richards, Purdey, Roberts and Lodge, along with County Cllr. Julie Young. The Town Council will now write formally to Geoff Harris asking for a feasibility study to be undertaken.

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

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

a) Essex County Council: Nothing to report.

b) Borough Council: Cllr. Ford spoke about the meeting of the Borough Council Planning Committee on 15 March where the application for the development at West Street and Quay Street was refused. There was a possibility that the applicant may now go to appeal. He had also taken up matters concerning the state of Wivenhoe's roads and the continuing problem of dog fouling. One constituent had raised the suggestion of a memorial to the late Sid Cox and Cllr. Ford had advised that a formal letter be sent in to the Town Council.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 20 February (signed) and 13 March (unsigned) 2007 were received and noted. The Chairman reported that the application for a wind turbine in St. John's Road had been refused and that the applicant had written to the Town Council asking for the Town Council's support in the event of an appeal. Members considered this but wished to maintain their earlier view that wind turbines were inappropriate for a Conservation Area. However members did consider that the subject of wind turbines should be placed on the agenda for the new Town Council's Strategic Objectives. Consultation would then be taken with CBC Planning on the matter.

c) Section 106 Working Party. Cllr. Hill reported on the meeting held on 26 February concerning the 5 draft leases at Cook's Shipyard for the car park, wet dock, dinghy park, slipway and fishermen's store. Agreed the Town Council were willing to take on the leases in principle but were mindful of the cost implications. AGREED that the leases, in their

present form, be not accepted. Cllr. Hill was preparing the Town Council's response to Taylor Woodrow and their lawyers which he would circulate to members before asking the Clerk to send. It was noted that Sue Jackson at CBC Planning was interested in seeing a copy of the leases to ensure they were in line with the Section 106 agreement.

c) Health Centre: Noted that a response from the Chairman of the PCT had been received by the Town Mayor about Wivenhoe's concern for the new Health Centre. For the moment it looked like the scheme had been put on hold.

6.2 Finance and Administration Committee. A meeting was being organized.

6.3 Best Value Committee

a) The notes of meeting held on Monday 12 March 2007 were received and noted. The proposal of the Best Value Committee for a member of the Town Council to act as 'treasurer overseer' due to the retirement of Mr. Len Horner was AGREED. Members put forward the suggestion of Cllr. Hill. AGREED unanimously that for the year 2007/08 Cllr. Hill take on this duty, which would be re-affirmed annually.

b) Easter: Members were reminded that the next Best Value meeting would be on 16 April as 9 April was Easter Monday. The next Town Council meeting would be on 23 April.

c) Date of the Personnel Committee meeting would be on 23 March at 7.30pm.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Cllr. Kraft reported that the ramp was underway and that the contractors were waiting for the posts for the handrail to be put in. There was to be a 'snagging' meeting following completion of the whole works.

b) Extension of Hall Hire: The application for extension of Hall hire on 21 April to 1.00am from Wivenhoe Cricket Club for their pre-season Cricket Ball was approved.

c) BT Payphone: Members noted the refund of £30.29 from BT following removal of the payphone from the Hall.

d) Wivenhoe Gilbert & Sullivan Society: Cllr. Kraft read out a letter of thanks from the Gilbert & Sullivan Society. In particular thanks were expressed to Town Council staff, the caretaker and the builder. Following the performance the heaters in the main hall had been inspected by a Registered Corgi Gas engineer and certificated. The matter of the heater covers was to be referred back to the William Loveless Hall Working Party for discussion at a later date.

7.2 General Amenities & Landscaping Working Party.

a) Cllr. Gillman reported on the meeting held on 5 February. The Working Party would be carrying out a site inspection of the New Cemetery with the groundsmen on 2 April.

b) Memorial Safety, advice from Minister of State: Members noted that the Rt Hon Harriet Harman QC MP, of DCA, had written to all burial authorities advising them to always bear in mind the need for a proportionate response to actual risks presented; the need for great sensitivity, and to bear in mind the impact on individuals if memorials are laid down, cordoned off or garishly covered. DCA also advise that risks have to be considered in context and although they cannot be ignored the number of accidents involving memorials known to HSE is low, despite the millions of memorials which exist. (letter circulated to all members of GAWP)

7.3 Wivenhoe Wood Working Party: Cllr. Richards and Cllr. Sinclair reported that the volunteers would be helping the Town Council groundsmen to clear the undergrowth near the Youth Shelter and plant the new trees. Other areas of the wood scrubland, near the pavilion, would also be receiving some attention.

Land behind Vanessa Drive: Cllr. Sinclair reported that all enquiries about this piece of land, sold privately recently, should be directed to Paul Vickers of Colchester Borough Council, who was dealing with the dispute over the boundary of the site and matters concerning the right of way.

Trees at Dry Dock: Members noted that the trees around the dry dock had been removed and would monitor the situation to see if they are re-planted.

7.4. Minibus Working Group. Nothing to report.

7.5 Youth Facilities Working Party.

a) **Town Plan:** Cllr. Purdey reported that the outcome of the Town Plan concerning youth matters was now awaited.

7.6 Wivenhoe Engine Shed Trust. A report would be given at the next meeting.

7.7 WRUG. Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) **Mayoral Activities:** Cllr. Kraft reported on attendances at the Funeral Service for Sid Cox on 8 March; the Mayor's Ball on 10 March which raised £1,000, thanks were expressed to all those who helped at the event; and a Civic Dinner at the Colchester Mayor's Parlor on 16 March.

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

Cllr. Rogers gave members an update on the recent spate of daytime burglaries in Wivenhoe. An emergency meeting was being held on Wednesday 21 March at 7pm in the Council Chamber. Cllr. Rogers left the meeting after giving his report.

c) **Christmas Lights:** Cllrs. Hill, Lodge and Sinclair proposed the adoption of the report prepared following a meeting held on Sunday 25th February 2007 as being a plan to ensure Wivenhoe continues to enjoy lighting displays around Wivenhoe each Christmas in the future. AGREED that the report be adopted although it was noted that there was some Personnel issues to discuss. The Town Council would kick-start the fund with £2,000 and the remaining £3,000 to be raised by fund-raising and grants.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials.

One Burial Grant had been issued and two memorials had been approved since the last meeting. One burial had been carried out.

8.2 NALC Direct Information Service. Issue No. 651 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 an area of dead wood and scrub behind the Youth Shelter had been cleared in which the 40 'free trees' were to be planted. Tub sponsor letters had been sent out. A start on grass cutting in the New Cemetery had been made. The ramp for the disabled at the William Loveless Hall was now well under way

with just the posts and handrail waiting to be installed. The number of visitors to the Council Offices for the month of February totalled 165.

b) Annual Town Review: Most Chairs of Working Parties had sent in their reports. The Town Clerk would circulate the final draft by email shortly.

9. FINANCE.

9.1 Current Financial Report

a) The February spending and income Report was received and noted. Town Clerk reported that the payroll budget was on target with that estimated.

b) Completion of Audit Year ended 31 March 2006. Members noted receipt of External Auditor's certificate.

c) Appointment of External Auditor: The appointment of Lubbock Fine as the Town Council's external auditor for the financial year 2006/07 was APPROVED.

9.2 List of cheques numbered 502559 – 502576 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) **Street Signpost:** Members noted receipt of a letter from a resident about the old parish signpost on the pavement opposite the Horse and Groom and the need for it to be restored before it deteriorates further.

AGREED that the signpost should be preserved before it deteriorated further and that the Highways Department would be asked for their advice on whether it would be permissible for the Town Council or the Wivenhoe Society to give the signpost a sprucing up.

10.2 Conferences/Seminars. None.

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 £15.00

10.4 Licences.

a) **May Fair:** Members noted that the May Fair Committee had been asked to submit a list of the clauses in the new Hiring Agreement which they were concerned about.

10.5 Highway Matters. Members noted the following:

a) **CBC Parish Council Liaison Meeting:** The notes of meeting about highway issues held on 18 March at Severalls Park Industrial Estate and attended by Cllr. Liddy were available at the meeting.

CHAIRMAN

The meeting closed at 8.55pm.