

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

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllrs. P. Hill, N. Lodge and K. Rogers.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 21 January 2008 be confirmed and signed as a correct record.

3. MATTERS ARISING FROM THE MINUTES.

6.3c) High Street Car Park: Richard Walker, CBC Parking Services Manager, had been very helpful in providing a briefing note on the new car park arrangements. Agreed that a letter be sent to the properties in Clifton Terrace, as per CBC recommendations and that the briefing note be put on the Wivenhoe web-site. Thanks were expressed to Mr. Walker for his assistance.

7.8c) Flooding: Town Clerk reported that she had contacted ECC Highways about the flooding in Ernest Road by the Co-op during periods of heavy rain and that to date only an acknowledgement had been received.

4. POINTS RAISED BY MEMBERS OF THE PUBLIC.

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

a) Essex County Council: Cllr. Young reported on the ECC's budget, which had been set at 4.2% increase. Matters concerning devolving powers was one topic currently under discussion and also a highways panel was to be set up having control over its own budget.

b) Borough Council: Cllr. Kraft reported also on devolving of powers down to the parishes and, from the Innovations Panel, a pilot of a highways committee 'rapid response' van, dealing with small highway jobs. There was no update on Elmstead Road.

Cllr. Quarrie reported that she had managed to secure some funds for another dog waste bin and litter bin in Wivenhoe. Cllr. Ford reported that he had attended the Borough Council Planning Committee where the increased number of units at the Cook's site had been given the go-ahead and that there was no limit on the number of houses in the original Section 106 Agreement. An issue of parking restrictions on the corner of Valley Road and Park Road had arisen and he was collating views on this. He had successfully managed to get a motion raised and passed at CBC Cabinet on the reduction in use of plastic carrier bags.

c) Public Transport Representative: Peter Kay raised the following matters - graffiti in one of the bus shelters; the Qube consultation on the Wivenhoe Conservation Area and the

style of lampposts on the Cooks' development. The Town Clerk to write to the CBC Head of Planning, Nicola George regarding the Qube consultation. Town Council Planning Committee to look into the matter concerning lampposts on the Cooks' site.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 29 January were received and noted. Cllr. Liddy reported that Peter Alden would be attending the Town Council Planning meeting on 11 March. Cllr. Purdey was arranging for Mark Johnson of the Environment Agency to also attend a Town Council Planning Committee. Cllr. Sinclair reported that progress was being made on the rail access via the Clifton Terrace steps.

b) **Section 106 Working Party (Cook's):** Nothing further to report other than an acknowledgement had been received from the solicitors engaged by the Town Council concerning the matter of the leases.

c) **Health Centre:** Nothing further to report.

6.2 Personnel, Finance and Administration Committee.

Nothing to report.

6.3 Best Value Committee

a) Draft notes of meeting held on Monday 11 February were received and noted.

b) **August Recess:** The recommendation of the Best Value Committee for an August recess was discussed and it was AGREED to have a trial run this year in order for the office to catch up and reorganize. The Planning Committee would meet every three weeks as normal and any matters of urgency could either be raised there or an emergency meeting called.

c) **Grant Newsletter:** AGREED to sign up for a newsletter with grant information at a subscription of £25 per year as online services for this will no longer be available.

d) **Friendship Link:** Cllr. Purdey put forward an idea for a friendship link with Soportújar, Orgiva, Granada, Spain and on the recommendations of the Best Value Committee it was AGREED that he could write to the Mayor of that town to establish a friendship link.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Notes of the meeting held on 7 February were received. Cllr. Kraft reported on the comparisons of hiring charges for several village halls. All were very different and the matter would be discussed at the next Working Party meeting.

7.2 General Amenities & Landscaping Working Party.

a) No meeting was held in February. Cllr. Sinclair reported that the Working Party needed to look at the use by the Montessori of the Town Council owned part of the King George V Playing Field, now a wooded area, behind the pavilion. The Town Clerk to write to the Montessori and remind them that the Town Council's groundsmen needed to access this area to attend to a tree.

7.3 Wivenhoe Wood Working Party: Cllr. Richards reported that there should have been some wood chips delivered for spreading on paths and she would find out if this had been done. It was proposed to carry out bridge building in March.

Vanessa Drive: Town Clerk reported that Colchester Borough Council had been contacted again about the matter of the fenced-in land and that Paul Vickers of CBC had advised that

the Borough Council was in the process of taking steps to clarify the legal boundaries of the land in question.

7.4. Minibus Working Group. Cllr. Kraft reported that a meeting was to be held scheduled in March.

7.5 Youth Facilities Working Party. Cllr. Richards reported that the Youth Council was progressing very well. They were working on a logo and mission statement and also on a presentation. Following the last meeting they were now in the process of arranging a fund-raising gig. Cllr. Purdey reported that he had tentatively secured the Youth Bus for Friday evenings, and that the training of the volunteers was the next step.

7.6 Wivenhoe Engine Shed Trust. Nothing further to report.

7.7 WRUG. Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Purdey reported that he had attended the AGM of the Wivenhoe Allotments and Gardens Association; lit a candle on Holocaust Remembrance Day at the University of Essex and attend the East Area Forum meeting.

b) Community Safety and Police Matters: Members signed a get-well card for Cllr. Rogers as he was in hospital, he had, however, sent his report over which was circulated to all at the meeting.

In his report Cllr. Rogers said that, following complaints from residents, he had been regularly visiting the area and that of late the anti-social behaviour seemed to have reduced. Members recognized that this was a national problem and not just confined to Wivenhoe, however Cllrs. Kraft and Sinclair agreed to consult with the residents around the KGV Field to find out if the problem was getting any worse.

Cllr. Rogers did report that the Community Officer had broken her ankle and would be off for some time but a back-up of special Police Constables had been arranged.

A meeting would be arranged with Sgt. Matt Garrett concerning the request of a fun-fair to visit the KGV Field in July.

c) NHS 2008-2013 Health Plan: Cllr. Iacovou reported that she had looked through the document and drafted a response which had been submitted on-line by the Town Clerk by the closing date of 15 February. Members thanked Cllr. Iacovou for dealing with this.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials.

Town Clerk reported that no Burial Grants had been issued and no memorials had been approved since the last meeting. No interments had been carried out either.

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 all the trees funded by the ECC Grant had now been planted on the KGV Playing Field, including laurel for alongside the skatepark fence and

several yew for the dog exercise area. Due to the fine weather a start had been made on grass cutting. A clearance had been carried out in the outdoor sheds and maintenance carried on outdoor plant. A broken wire on the swing bridge in the KGV Play area had been reported and the repair was in hand. Graffiti was still proving a problem on one of the new wooden bus shelters and the company, Littlethorpe, would be contacted to see if they could provide information on cleaning products.
The number of visitors to the Council Offices for the month of January totalled 167.

b) **Annual Town Report:** Town Clerk reminded Chairs of Working Parties to submit a summary for inclusion in the report.

9. FINANCE.

9.1 Current Financial Report

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

b) **Grants:** Town Clerk reported receipt of the Community Initiatives Fund Grant from ECC and CBC totalling £6,000 for resurfacing of the KGV Play Area.

c) **Burial Charges:** AGREED an increase of 10% in burial charges from April 2008.

d) **Bank Mandate:** RESOLVED that the Co-operative Bank plc shall continue as the Town Council's bankers in accordance with the original application and shall continue to operate the accounts in accordance with the business account mandate. AGREED that the signatories on the current account be Cllrs. Hill, Rogers, Purdey and Kraft (unchanged) and that Cllrs. Richards and Sinclair be added. Signing authority to remain the same, any three from those named and countersigned by the Town Clerk.

e) **2007/2008 Audit of Accounts:** AGREED to approve appointment of John Turner as the Town Council's Internal Auditor, as per last year and to also approve appointment of Alun Williams of the Audit Commission as the Town Council's external auditor for the financial year 2007/08.

9.2 List of cheques numbered 502775-502787 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. Members approved the following:

Playquip Leisure – repair of swing bridge on KGV Play area	£635
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9.5 Appeals for Financial Support.

10. NEW BUSINESS.

10.1 Correspondence.

a) Essex Police Confidence and Equality Strategy 2007 – 2010. All Members were provided with a copy of this document which was received with interest.

10.2 Conferences/Seminars. None to report.

10.3 Notices. Members noted the following:

Civic Service for Local Government – Chelmsford Cathedral
Thursday 17 April at 7.30pm.

10.4 Licences.

a) May Fair: Town Clerk reported that the Wivenhoe May Fair Committee needed to complete and sign the event application form for the hire of the KGV Field on Bank Holiday Monday 26 May 2008. A reminder would be sent to the WMF Committee.

10.5 Highway Matters.

a) ECC Proposal for Disabled Parking Facility in High Street.

Noted receipt of letter from ECC Highways advising that due to a lack of support the proposal is being withdrawn.

b) ECC Proposed Waiting Restrictions Valley Road:

Members considered the proposal and the Town Clerk was asked to obtain more information from ECC Highways on the justification for the waiting restrictions. The matter would then be considered at the Town Council Planning Committee meeting on the following night.

c) To note Temporary Prohibition of Traffic Order 2008, Brook St/East St:

Members noted this which was to come into effect on 18 February for the duration of urgent telecom works.

CHAIRMAN

The meeting closed at 9.05pm.