

MINUTES of the Meeting of Wivenhoe Town Council held in the Council Chamber on Monday 21 July 2008

Present: The Town Mayor, Cllr. F. Richards (Chairman),
Cllrs: D. Purdey, C. Liddy, B. Sinclair, A. Vaughan, K. Rogers
P. Kraft and N. Lodge.
County Cllr. J. Young.
PCSO Louise Neville
Mrs. A. Stinson (Town Clerk)

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Borough Cllrs. A. Quarrie, S. Ford, M. Cory and J. Manning. Public Transport representative Peter Kay and Cllrs. P. Hill, C. Fox and M. Iacovou.

2. MINUTES. RESOLVED that the Minutes of the Meeting of the Town Council held on 16 June 2008 be confirmed and signed as a correct record.

3. MATTERS ARISING FROM THE MINUTES. None.

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 reported on the recent NAP meeting where dispersal orders were under consideration to deal with the escalating problem of anti-social behaviour in Wivenhoe; Cllr. Young had also been on a highways walkabout with Cllr. Steve Ford and Terry Knights. Matters flagged up were recent highway works in Belle Vue Road and the poor notification process; flooding by the Co-op; junction at East St/Black Buoy Hill/Alma Street where they had met with the resident concerned. She was still pursuing Philip Road Centre and its use by the Voluntary Youth Group and, raised by Cllr. Liddy, would also continue to pursue the issue of cleaning the River Colne. Cllr. Young also spoke about the waste treatment plant at Stanway. On funding, there could be possibilities for improvements to cycling issues to which the Town Council should press for investment.

Cllr. Young also spoke about the Highways Panel, details of which had been previously sent to the Town Council by CALC. The Town Clerk would look this up. Cllr. Kraft reported on the Highway Rangers Scheme, which had so far proved disappointing. Cllr. Young would contact Geoff Harris about this.

b) Borough Council: Cllrs. Cory and Manning had sent in a written report on matters concerning the leisure centre bus route idea; future of the Broad Lane sport facilities and adjacent land, and the future/long term development of the site; retrospective planning issue over the Tower road development and surrounding residences; the poor state of the paths and roads in Wivenhoe; 20mph speed limits for Wivenhoe and the achievements of the WVYG, and the very likely possibility that it could be running a youth centre out of Philip Road from the Autumn onwards, on a Tuesday and Thursday evening. Thanks were expressed to Cllr Purdey for his work on this.

c) Public Transport Representative: Nothing to report.

6. COMMITTEE REPORTS.

6.1 Planning

a) Minutes of the meeting of the Planning Committee held on 24 June and draft minutes of 15 July were received and noted. Cllr. Liddy reported that the application for 58 Queens Road had been withdrawn. A resident's complaint about the state of the building site at West Street had been forwarded to Planning and Building control for action. Re the chains and bollards in front of the Vaughan and Blyth development it was decided that a letter be sent from the Town Council to the resident concerned drawing their attention to the fact that as CBC Planning had asked them to remove the chains why this had not been done.

b) **Section 106 Working Party (Cook's):** Cllr. Liddy reported that an interim invoice from the solicitors in the sum of £1,000 had been received. Cllrs. Purdey, Lodge, Liddy and Sinclair would meet soon to draw up management plans for each lease.

c) **Health Centre:** Cllr. Lodge reported that the meeting last Thursday was cancelled and he was awaiting a date for the next meeting when it was hoped that the drawings would be available. He would keep members informed of progress.

6.2 Personnel, Finance and Administration Committee.

Cllr. Kraft gave a report on the informal Personnel meeting held on 25 June and circulated points on the formation of an 'Estates' Committee. The next meeting would be held on 3 September at 7.30pm. A report on the Finance meeting held on 16 July had been circulated.

6.3 Best Value Committee

a) Draft notes of meeting held on Monday 14 July were received and noted.

Items of Note: Town Plan - members looked briefly at the first draft and considered it quite an achievement. Noted that a formal launch was being prepared for September.

Cricket Club Fence: It was noted that the Cricket Club had now accepted responsibility for the fence between the cricket ground and the allotments and had obtained estimates for new fencing for which a contribution towards the cost was requested from the Town Council. Members AGREED to support the project and contribute £1000 from the Allotments Improvements budget.

Stage lights: Cllr. Kraft reported that the Gilbert & Sullivan Association will maintain the lights provided their hire charge was reduced by £100. In view of this it was Agreed that additional work which the Town Council's groundsmen undertake for the G & S assisting with the preparation of the hall for their production should be also be costed out and charged accordingly to the G & S. The Town Clerk to draft a letter to G & S advising them that in future charges will incur when the Town Council's groundsmen have to assist in the preparation of the Hall for their production.

Digger Course: Agreed to recommend a H & S digger course for the assistant groundsman, cost £325 for one day. Town Clerk to arrange a date.

Cemetery: Agreed to accept the quotation of £400 for trimming down the Macrocarpa trees alongside Stanley Road.

7. WORKING PARTY REPORTS.

7.1 William Loveless Hall Working Party:

a) Notes of the Working Party meeting held on 26 June were circulated.

An application under the Town and Parish Grant scheme would be submitted for grant towards renovation of the main hall floor.

7.2 General Amenities & Landscaping Working Party.

a) A summary of the proposals for restructuring this Working Party into an Estates Committee were considered and it was AGREED to implement this for a trial period, with

Cllr. Lodge chairing the Committee. A full report was circulated to all members.

b) The notes of Meeting held on 7 July were received and noted.

c) Pavilion: Noted that the windows of the pavilion were being replaced during the school holidays.

7.3 Wivenhoe Wood Working Party: Cllr. Sinclair reported he was in regular contact with Richard Moulson and was hoping to arrange a volunteer group to look after the Old Cemetery.

7.4. Minibus Working Group. Cllr. Sinclair, the new Chairman would be convening a meeting in September. One topic for discussion would be concessions.

7.5 Youth Facilities Working Party. Cllr. Purdey reported that progress was being made in securing the Philip Road centre for one or two evenings a week, which at the moment was conditional on securing adequate caretaking facilities. To date five sessions with the Youth Bus had been held which was proving very successful. More meetings were scheduled with the WVYG (Wivenhoe Voluntary Youth Group).

7.6 WRUG. Nothing to report.

7.8 Members' Individual Proposals or Reports:

a) Mayoral Activities: Cllr. Richards reported on the following attendances: Opened Millfields School fete on Friday 20 June; Open Gardens on 21 and 22 June, visiting 29 out of 34 gardens; met swimmers from Rowhedge on 26 June; attended Veteran's Service at St. James Church, Colchester, with reception at the Town Hall afterwards, on 27 June; Judged the fancy dress competition at Broomgrove School Fete on 4 July and also drew the raffle; attended Broadfields Residents Association fun day and also Broad Lane Tennis Club open day on 12 July; Graduation Ceremony at University of Essex on 17 July; Colne Community School Sports Award evening, also on 17 July; Teddy Bears Parachute Jump (where Mayor's bear got stuck in a tree and had to be rescued); Summer concert at the Congregational Church, both on 19 July and finally Colne Community School Sports Day Awards on 21 July.

b) Community Safety and Police Matters: PCSO Louise Neville attended to make members aware of a serious incident which occurred at 4.00pm on Sunday 20 July around the Spring Chase and Broome Grove area. The area had been cordoned off and investigation was ongoing. No details could be relayed to the Town Council other than to expect the presence of police officers and mobile units during the week. Whilst in attendance PCSO Neville asked if the fun-fair had confirmed their visit, which had provisionally been booked for 27 July. The Town Clerk advised a letter had been sent to the fun-fair operator in March advising him that the event would have to close by 8.30pm. Cllr. Rogers said that he was aware that the Town Clerk had been in contact with the fair operator. Town Clerk to contact the fun fair again to ensure that the fair closes at 8.30pm and PCSO Neville would contact Sgt. Middleton so that ensure that the police were aware of the fun fair.

c) Sycamore Trees: Cllr. Sinclair reported that he had received a letter from a resident about three trees on the KGV Playing Field, behind the pavilion, which were overhanging the resident's garden. Cllr. Sinclair and Lodge would inspect the trees and report back.

8. TOWN CLERK'S REPORT.

8.1 Burial Grants and approval of memorials.

Town Clerk reported that one Burial Grant had been issued and one memorial had been approved since the last meeting. One interment had been carried out.

8.2 NALC/EALC Communications. The Town Clerk reported on the monthly communications and newsletters from both NALC and EALC which were available in office for members to read.

Items of note: Re-Accreditation for Quality Parish Status. Cost £235. AGREED that the Town Council re-apply. Town Clerk to prepare the Town Council's submission.

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

8.4 Work Management.

a) General: The Town Clerk reported that grass cutting had been continual in all areas. Goals had been re-positioned on the KGV Field, footpaths had been cut back and flower beds tidied up. The main path in Old Cemetery cut back. The number of visitors to the Council Offices for the month of June totalled 167.

Cllr. Lodge reported that a resident had approached him about the small patch of ground at the bottom of Amberley Close, querying who maintained it. The Town Council reception staff had already advised the resident that the bit of land had been left over from the development of Dene Park Estate. Members were aware of other little bits of land left over from developers and it was suggested that the idea of a volunteer group to look after these areas be looked into.

9. FINANCE.

9.1 Current Financial Report

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

b) **Internal Audit:** Members noted the report of the Internal Auditor, which was very satisfactory.

c) **Statement of Accounts Annual Return 2007/08:** RESOLVED that the Statement of Accounts Annual Return 2007/08, as prepared by the Town Clerk, be approved and that the Statement of Audit and the Annual Return for the year ended 31 March 2008 be duly signed.

9.2 List of cheques numbered 502868 -502892 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.

Allotments - contribution towards Cricket Club fence	£1000
Cemetery - Trimming Macrocarpa trees	£400

9.5 Appeals for Financial Support. None.

10. NEW BUSINESS.

10.1 Correspondence.

- a) NHS – Application for Preliminary consent for inclusion in North EE
Pharmaceutical list** – Applicant Carebright Ltd – proposed premises – Wivenhoe.
Consultation until 22 August 2008.
Town Clerk to find out more details.

10.2 Conferences/Seminars.

SLCC Conference – Reading 17-20 October.
Approved Town Clerk's attendance.

10.3 Notices. Members noted the following:

Teddy Bears' Picnic KGV Field Sunday 10 August 2 - 4.30pm, weather permitting
Annual Crabbing Competition Sunday 31 August 12.30 - 4.00pm

10.4 Licences. Nothing to report.

10.5 Highway Matters.

- a) ECC (Various Road), Thorrington Level Crossing:** Noted temporary Prohibition of Traffic to facilitate works on the level crossing.
- b) ECC Temporary Closure of Parkwood Avenue:** Noted temporary closure due to collapsed sewer.

CHAIRMAN

The meeting closed at 9.30pm.