**WIVENHOE TOWN COUNCIL**

Town Mayor: Cllr. Andrea Luxford-Vaughan ~ Town Clerk- Jo Beighton-Emms

77 High Street, Wivenhoe, Essex CO7 9AB

Tel: 01206 822864: [www.wivenhoe.gov.uk](http://www.wivenhoe.gov.uk): enquiries@wivenhoe.gov.uk

12 October 2021

Sir/Madam,

A meeting of Wivenhoe Town Council will be held in the Council Chamber, Council Offices, 77 High Street Wivenhoe at **7.30pm** on **Monday 18 October 2021** for consideration of the business set out below.

Please note that due to ongoing covid restrictions the number of members of the public who can attend will be limited

Yours faithfully,

Jo Beighton-Emms

Town Clerk

**AGENDA**

Public Questions: are invited prior to the start of the meeting for a maximum of 10 minutes and limited to 3 minutes per person at the discretion of the Mayor.

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| PART A |

# Apologies for absence: To receive apologies.

# Minutes of the previous meeting: To approve the minutes of the Full Council Meeting held on 20 September 2021.

1. Declarations of interest: To receive any pecuniary and non-pecuniary interests relating to items on the agenda.
2. Reports from Members of the County and Borough Councils

a. Essex County Councillor; M. Cory.

b. Colchester Borough Councillors; M. Cory, M Burrows and A. Luxford-

 Vaughan.

c. Public Transport Representative; Mr P. Kay

1. Election of Mayor for 2022/23
2. Proposal by Cllr Luxford-Vaughan; To grant Mr Bob Needham the title of Alderman
3. Committees;
	1. Planning- An update from the Chair on the meeting held on 5 October 2021
	2. Personnel.- An update from the Chair.
	3. Environment and Health & Wellbeing- An update from the Chair on the meeting held on 11 October 2021.
	4. Estates – An update from the Chair. Next meeting to be held on 20 October 2021
	5. Finance & Administration- An update from the Chair on the meeting held on 29 September 2021.
4. RFO Update
	1. RFO Report
	2. Approval of Bank Reconciliation.
	3. Approve list of payments previously circulated.
	4. Budgetary Control Report
5. Working Groups;
6. Youth Hub; To create a new Working Group
7. Museum; To agree Terms of Reference
8. Skatepark
9. Office &Yard
10. Funding, Engagement & Youth
11. Wivenhoe Neighbourhood Plan
12. Columbarium & Cemeteries
13. Mayoral Activities- A report from Cllr Luxford-Vaughan
14. Town Clerk’s Report
15. Date and time of the next meeting: The next meeting is scheduled to be held at 7.30pm

 on Monday 15 November 2021.

1. Exclusion of press and public: In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Council is invited to consider if the press and public should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business.

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| PART B |

 None