



Wivenhoe Town Council

MINUTES of the Full Town Council meeting held in the Council Chamber on Monday 18 July 2022 at 7.30pm **Chair Approved**

Present: Cllr Kane (Chair), Cllr Evans, Cllr Burke, Cllr Multon, Cllr Read, Cllr Boughton, Cllr Wenaden (arrived during the course of the meeting), Cllr Andrew, Cllr Boughton, Cllr Maltby, Cllr Aldis, J Beighton-Emms (Town Clerk), Emma Buckley (RFO) and one member of the public.

Public Questions: None

PART A

FC/07.22/01 Apologies for absence: Cllr Luxford-Vaughan, Cllr Henley, ECC Cllr Cory, CBC Cllr Burrows and Peter Kay.

FC/07.22/02 Declarations of interest: None.

FC/07.22/03 Minutes of the previous meeting: The minutes of the Full Council meeting held on 20 June 2022 were considered. Cllr Multon requested a change to the Museum Sub Committee item. The minutes were proposed by Cllr Burke, seconded by Cllr Evans and approved as an accurate record of proceedings subject to the amendment requested.

FC/07.22/04 Reports from Members of County and Borough Councillors:

- a. The council considered a previously circulated report from ECC Cllr Cory, which is attached as **Appendix A**.

Cllr Evans expressed his concern that a further meeting had been held by the CBC councillors with the PCSO and that WTC had not been invited given that Cllr Boughton had already had a meeting with her. Cllr Kane agreed that it would have been courteous to let WTC councillors know that the second meeting was taking place and to be invited. He understood the councillor's frustrations.

- b. No reports were received from Cllr Luxford-Vaughan or Cllr Burrows.
- c. Cyril Liddy provided a transport update on behalf of Peter Kay in respect of the Paget Road crossing.

Mr Liddy reported that the Paget Road crossing had been saved and an application was made to have this public footpath put on the definitive map before the deadline of 2026. ECC have received objections from Network Rail on the basis that the crossing never legally existed as a PROW and therefore the crossing can still be closed.

A statement is being prepared to be sent to Sir Bernard Jenkin MP requesting that the matter is referred back to the Secretary of State. NR's failure to close the crossing and then seeking to object to it being defined as a PROW is a tactic that has been used elsewhere. If the PROW is not on the definitive map before 2026 then it can be closed under the Countryside Act 2000. NR will

take the matter back to court to cause delay. Mr Liddy will also be referring the matter to the Public Accounts Committee as the cost to NR to date exceeds £4mill and they have refused to give a supplementary figure. Cllr Aldis suggested that a public hearing should change the legal position – ECC can explain its position.

Cllr Kane asked Mr Liddy what WTC can do, and it was agreed that the Town Clerk would contact the appropriate ECC officer to lend support to the statement being drafted.

Mr Liddy left the meeting.

Cllr Kane reported that a Transport and Travel Working Group has been set up and will appear as an agenda item. The group will report to full council. Cllr Multon asked what the position was regarding Mr Kay. Cllr Andrew said that Mr Kay is not participating but that WTC needs a properly constructed group. Cllr Kane said that there are a range of matters for the WG to work on and that Mr Kay was invited to join but has so far declined. The door remains open to him but Cllr Kane hopes that the vexatious emails Mr Kay has been sending will stop. Mr Kay has been invited to meet with Cllr Kane to discuss how to move forward.

Cllr Boughton said that Mr Kay has been asking for help for years and that perhaps he just needs a cooling off period. It was agreed that any councillors can contact Mr Kay in the meantime.

The council considered the Terms of Reference and minutes of the first meeting of this WG drafted by Cllr Andrew. It was agreed that a budget for the group will be considered although any expenditure would need to come to FTC for agreement as it is a working group and not a committee. Cllr Kane asked Cllr Andrew to prepare a report and a proposal regards a Wivenhoe wide 20mph zone. This will be put to FTC at the next meeting. Cllr Andrew has made enquiries with Rowhedge PC about how they achieved this. Cllr Maltby said that she would like to join the WG to create a sustainable transport plan which would include EV charging points.

FC/07.22/05 Committees:

- a) Planning: Cllr Burke reported on the Taylor Wimpey planning application and that no appeal or updated plans had yet been received. She was disappointed that come CBC planning officers had been in support of their application. The exhibition which was due to be held by Tarmac on 19th July has been cancelled and will now be available online which was disappointing. Cllr Evans reported that an ecology report had still not been received.

Cllr Multon asked if EV points on new properties could be included in the WNP when amendments are made. Cllr Burke said that she had attended a training session on NPs through NALC at which additional funding was discussed. It had been agreed at the last meeting that councillors would review a policy each to decide if it needed to be amended. It may be that if there are significant changes or new policies the NP would have to go back to a referendum. Cllr Evans said that as well as a sustainable transport plan a biodiversity action plan should also sit in the WNP.

Cllr Burke said that the timescale would be approximately 6 months. If there is another referendum WTC would receive £10k funding. Any changes must be evidenced based.

- b) Personnel: No update.
- c) Environment and Health & Wellbeing: Cllr Evans reported that he and Cllr Boughton had met with Anglian Water regarding the Hythe. They will be visiting Wivenhoe for a further

meeting to discuss the idea of a public meeting. Cllr Multon requested a note ahead of this meeting to provide background.

Cllr Evans reported that the green verges project is progressing. An open evening was held on 22 June with members from other local parish councils in attendance and Brightlingsea members attended today to discuss working on this and other projects particularly on matters relating to the Colne estuary. Further meetings are also taking place with the RSPB.

Cllr Evans is working on a biodiversity action plan which will be completed in six months.

Cllr Evans has been dealing with concerns about the management of the old cemetery. Advice has been sought from ICCM who are in agreement with the WTC plan and an article on the way in which WTC manages the space will be in the October newsletter. Cllr Evans proposed that a pathway of 1m width is cut for accessibility to the William Oakley grave. This was seconded by Cllr Multon with all in favour.

- d) Estates: Cllr Aldis reported that the committee met on 29 June. The committee considered a request from a member of the public to use a metal detector on our land which was declined.

We are still waiting for quotes for the old cemetery wall which is frustrating.

Cllr Wenaden arrived.

- e) Finance & Administration: Cllr Kane reported that the council is on budget.

The council considered a Community Fund application from the Wivenhoe Regatta Group. This was for £220 to pay for additional bins from CBC. Agreement to make this payment to the group was proposed by Cllr Kane, seconded by Cllr Multon, with all in favour.

FC/07.22/06 RFO Update

- a. The council considered a previously circulated RFO Report, which is attached at **Appendix B**.
- b. The council considered a previously circulated Bank Reconciliation which is attached as **Appendix C**. This was proposed for approval by Cllr Kane, seconded by Cllr Evans, with all in favour.
- c. The council considered a previously circulated list of payments, which are attached as **Appendix D**. These were proposed for payment by Cllr Kane, seconded by Cllr Maltby, and approved by all.

Cllr Burke agreed to approve the invoices for July.

FC/07.22/07 Working Group Reports:

- a. Youth Hub: No further update.
- b. Office & Yard: The architect is working on the building regulations.

- c. Health & Wellbeing: Cllr Kathleen reported that she has arranged a get together for Ukrainian families and their hosts. This will be held on Saturday 23 July from 10-12pm in the William Loveless Hall.
Cllr Wenaden will be attending a meeting with WARG to discuss how WTC are implementing the Equality Policy.
- d. Youth- No update.
- e. Community Engagement- The next meeting will be held on 25 July 2022.
- f. Mayoral Activities: The council considered a previously circulated report from Cllr Kane, which is attached as **Appendix E**. Cllr Kane reported that he volunteered to work at the Chapel Museum and found it fascinating

FC/07.22/08 Town Clerk Report. A planned Personnel Committee meeting was cancelled as it was not quorate. The Town Clerk will arrange a new meeting date as there are a number of personnel matters to be considered.

FC/07.22/09 Date and time of the next meeting: It was agreed that the next meeting will be held on Monday 15 August 2022 at 7.30pm.

FC/07.22/10 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.

PART B

None

Appendix A

Cllr Mark Cory – Wivenhoe Town Council Report: 18/07/2022

Essex County Council matters:

1. **Road Repairs/Roadworks:**

I have published publicly on Facebook the ECC Highways work schedule to resurface Clingoe Hill. The works will take place **from Thursday 28 July 2022** and will be carried out overnight between the hours of 8pm – 6am. It will be carried out in three two day stints, finishing on 31st August.

2. **Transport Meeting:**

I briefly joined Cllr Rik Andrew, Cllr Kevin Read, Cllr Burrows and others as Cllr Andrew initiates a local transport group under WTC. This will be useful as a feedback loop for LHP and other local highways schemes.

3. **Ukrainian Refugee Support:** The County Council have refused to support the case of a child Ukrainian Refugee attempted to get home to school transport support to the Colne. No exceptions have been given. I am still chasing support for Bus passes to enable refugees to travel with independence.

4. **Youth Hub Project:**

We had an excellent day of logistics on the 1st June. I am pleased to have secured the shipping container and to have worked with Cllr Luxford Vaughan and Anne Lucking to help the project take this big step. Thanks to WTC for paving the way, quite literally, for the container, and thanks to the logistics company who were excellent throughout the day.

5. **ECC Full Council:**

I will send the agenda separately but was disappointed by the votes on motions. Will explain in a separate email with the agenda attached.

Colchester Borough Report:

6. **Taylor Wimpey:** We have been informed of an appeal being lodged by Taylor Wimpey following the CBC rejection of the application.

7. **Wivenhoe Trail Upgrade:**

Local CBC Officer Jane Thompson is meeting on site with an ECC PROW officer and CBC engineer to discuss the plans next week. This remains slow progress – multiple land owners, involved particularly with access to the path cause further issue.

8. **Ferry Marsh:** Meeting next week with CBC officer Nick Christo and Cllr Glyn Evans. – Chris Gibson WivSoc Talk on Ferry Marsh Biodiversity and natural history – Friday 22nd July.

9. **Clear Recycling Bags:** Should have been delivered to all of Wivenhoe this week.

10. **CBC Locality Budgets:** Have been restocked and councillors will have £2,000 to spend locally on worthy projects. We will work on the fairest and widest reach when engaging the community on how and where to spend it.

11. **Police Patrol – updates and action**

Cllr Luxford-Vaughan and I caught up with PCSO Emma Wright on one of her recent patrols, we discussed local issues such as fires, arson, drug dealing etc. Emma followed up with Barrels of Wivenhoe about their recent incident, connections are improving between the Police and the community – PCSO Emma Wright is proactive and links well to all of us as Borough Councillors.

12. **CBC – Cost of Living Crisis Work**

I will send through further updates separately on this work, but outline that it is CBC's main priority this year, supporting the most vulnerable affected by the cost of living crisis.

Appendix B

RFO Finance Report Update 30 June 2022 for FTC 18 July 2022

The AGAR has been submitted to the external auditor. We are still waiting to receive the internal auditor's report.

The system is now up to date and has been closed for June 22. Cllr Evans has checked the May accounts. June still needs to be checked.

The fire damage to the table tennis table has been claimed against on our insurance policy. The excess for this claim was £125. BHIB have settled £ 3,997.23. This is for a replacement table, installation, and disposal. The wooden gate in the park was also damaged and a replacement has been included in the claim. The new

gate has already been fitted. The estimate time frame for the replacement table has been 8 weeks (mid-September) due to the manufacture deliveries.

A Community Fund application has been received from the Regatta for £220. This is towards helping pay charges for the hire of bins from CBC for the event. The Finance Committee had full support for this grant, which met all the requirements.

VAT claim of £2,016.04 for the year end 2022 has been received by HMRC in June.

Cyber insurance – Information to follow.

a) **Bank Reconciliations –**

30/04/2022	Confirmed Bank Balances	£686,489
31/05/2022	Confirmed Bank Balances	£644,485
30/06/2022	Confirmed Bank Balances	£608,714

b) **Payments** – That the circulated Schedule of payments be approved. **£ 29,169.11**
(See attached draft schedule)

c) **Budgetary Control Reports are available on the system up to 30/06/2022**

The council has received £203,365 (45%) of its budgeted income and spent £116,140 (26%) of its budgeted expenditure to date.

Appendix C- See attached

Appendix D- See attached

Appendix E

Mayors Report

- Not a busy month as I was on holiday
- I attended Day 2 of Chair training but missed Day 3 due to Covid
- I attended the Garrison Show representing Wivenhoe and met a number of other Mayors and Officials including the Brigadier and The Chief Constable
- I had a very useful meeting with the Mayor of Brightlingsea where we agreed to meet regularly and see where we could work together. A delegation is coming over to look at our rewilding initiatives. We will also cooperate on raising grant funding.

