



## Wivenhoe Town Council

**MINUTES** of the Full Town Council meeting held in the Council Chamber on Monday 20 June 2022 at 7.30pm **Chair Approved**

Present: Cllr Kane (Chair), Cllr Evans, Cllr Burke (arrived during the course of the meeting), Cllr Multon, Cllr Read, Cllr Boughton, Cllr Wenaden, Cllr Andrew, ECC Cllr Cory, CBC Cllr Burrows, Peter Kay (Transport Representative), J Beighton-Emms (Town Clerk), Emma Buckley (RFO) and three members of the public.

Public Questions: Jane Black, Wivenhoe Society, asked the council about access to Ferry Marsh and proposed that WTC gather further information such as a survey on the impact of the recent flooding on plants and wildlife and the effect of the water levels on nearby housing before any decision is made. In her view there is sufficient space for wildlife and a trail for the public, although she agreed that dogs may have to be banned or kept on a lead. Some trees had been lost in the recent flooding of the area.

Cllr Cory responded that he had been working on this issue for some time and essentially, he did not disagree that further investigation and consultation needs to be done. He acknowledged that the biodiversity group had been collecting information and that whilst this is a lovely open space, we are in a biodiversity crisis and wildlife must be protected. Information gathering and consultation is key. He said that the impact of rising water levels will be investigated.

Cllr Evans said that because of the flooding protected birds are now in the site and that the flooding caused no issue to local housing. He felt strongly that seeking expertise on this was necessary. Jane Black left the meeting

### PART A

FC/06.22/01 Apologies for absence: Cllr Luxford-Vaughan, Cllr Maltby, Cllr Henley and Cllr Aldis

FC/06.22/02 Declarations of interest; None.

FC/06.22/03 Minutes of the previous meeting: The minutes of the Annual Council meeting held on 16 May 2022 were proposed by Cllr Boughton, seconded by Cllr Read and approved as an accurate record of proceedings.

FC/06.22/04 Election of the Deputy Mayor for 2022/23- Cllr Andrew proposed that Cllr Evans is elected as the Deputy Mayor for 2022/3. This was seconded by Cllr Multon, with all in favour.

FC/06.22/05 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 Andrew said that it was good news that £25,000 had been secured for the station access plans but when would there be funding for the Wivenhoe Trail. Cllr Cory said that he was still working on securing funding, including S106 funds. Cllr Andrew also asked about the introduction of a 20mph zone across the whole of Wivenhoe. Cllr Cory said that this was a slow process and something that he is still pushing for. ECC need a policy on this.

Cllr Evans asked if Colchester Fibre is not for profit. Cllr Cory responded that any profit goes back into CBC services, and this is why he is in support of it. He will share further information on the installation plans in Wivenhoe.

- b. The council considered a previously circulated report from Cllr Burrows which is attached as **Appendix B**. Cllr Burrows was pleased to report that a group of people with supported learning needs are also attending the Dementia Friendly Group.

Cllr Andrew asked both borough councillors about obstructed sight lines caused by overgrown trees and bushes. Cllr Cory said that these are mostly the responsibility of ECC. Regarding the trail, this is CBC and CBC tree wardens have been working on this area.

The council considered a previously circulated report from Cllr Luxford-Vaughan, which is attached as **Appendix C**.

- c. The council considered a previously circulated report from Peter Kay, which is attached as **Appendix D**.

Cllr Kane said he proposed that interested councillors and lay members get together to work on transport and form a working group.

Mr Kay asked Cllr Cory about the RTS and why Wivenhoe doesn't have further information or an update. Cllr Cory said that Cllr Luxford-Vaughan will soon have access to further information and that he would contact her for Mr Kay.

#### FC/06.22/06 Update on the Youth Hub- Paul Phillips, ECC

Paul Phillips, ECC District Youth & Community Officer, provided an update on the Youth Hub which is being created for young people in Wivenhoe aged 13-19. ECC youth workers have engaged with 146 young people in Wivenhoe to ask them what they wanted. A Youth Hub Committee has been formed and 9 young people have joined. They will be involved in the design of the hub. An event is being held in the WLH on 25 June and all are welcome. He thanked Anne Lucking and councillors for their work to date on this project.

Cllr Burke said that this project was great work, and she would like to be involved. Cllr Burke was advised to contact Anne Lucking. Cllr Burke asked if HAF activities could be held in the Hub.

Cllr Cory agreed that this was great work and thanked Paul and Anne Lucking for their hard work.

Paul Philips, Cllr Cory and Cllr Burrows left the meeting.

#### FC/06.22/07 Committees:

- a) Planning: Cllr Read reported on the successful objections raised in respect of the Taylor Wimpey planning application regarding the Land at Broadfields. The CBC Planning Committee meeting on 9 June had been attended by Cllr Read and the three borough councillors, and together their representations had led to CBC's refusal of the application. This was based on the fact that the proposals did not meet with the WNP and he regarded this as a test case for NPs. He thanked the CBC councillors for their support and said that

this was a success for the residents of Wivenhoe. Taylor Wimpey will now have to come back with new proposals, which should include 1 bedroomed housing. Cllr Evans asked what could be learnt from this and Cllr Read said that collective working with one voice was the best approach for successful representation. Neighbouring towns and Wivenhoe must work collectively on representations against the garden community too.

- b) Personnel: Cllr Read said that a meeting had been held on 23 May, but no update could be shared in a public meeting.
- c) Environment and Health & Wellbeing: Cllr Evans reported that a meeting about Ferry Marsh has been arranged at the request of Wivenhoe Society. Dr Chris Gibson will be presenting.

He also reported on the tunnel at Keelers Lane which is due to be filled in, with works scheduled for February. He had seen signs that work was being done recently and has advised that marsh harriers are nesting there. Disturbance of category 1 protected birds is a criminal offence, and he has shared this information.

- d) Estates: Next meeting on 29 June.  
Cllr Multon said that the Chapel Museum still needs volunteers and asked all councillors if they would be interested.
- e) Finance & Administration: Cllr Kane reported that four Community Fund applications had been considered and agreed by the Finance Committee. These were agreed by full council.

There is a surplus of £83,000 in this years' budget. This was due to a staff vacancy, increase in WLH hirings after the pandemic, covid grant funding and reduced expenditure on repairs and renewals.

FC/06.22/08 Approval of External Audit Submission for 2021/22 following the Recommendations of the Finance & Administration Committee Meeting held on the 24 May 2022.

- a. Internal Audit
- b. Financial Regulations- Approved on 16 May 2022
- c. 2021/22 Internal Audit Report Audit Requirements
  - i. Approval of attached Asset Register
  - ii. Approval of attached Risk Assessment
  - iii. Approval of Insurance proposals
  - iv. Approval of the attached 2021/22 Annual Governance Statement
- d. Audit Requirements – 2021/22 Accounting Statement
  - i. Approval of Bank Reconciliation as at 31st March 2022
  - ii. Approve year on year comparisons and explanations.
  - iii. Approve explanation of differences between comparisons.
  - iv. Approve Accounting Statement 2021/22

The council considered items 8a to 8d which had been previously circulated.

Cllr Multon said that the asset figure for the museum needed to be increased to allow for the new display cabinets.

The RFO reported that it had been agreed by the Finance Committee to continue using BHIB for all insurances. Cllr Read asked if cyber insurance had been considered and the

RFO advised that she is speaking with Cllr Aldis about this. She is also considering resettlement insurance. Cllr Multon asked if there were any insurance implications when WTC move to the library. The RFO thought not but said that she would check.

Cllr Read proposed the approval of items 8a to 8d. This was seconded by Cllr Burke, with all in favour.

#### FC/06.22/09 RFO Update

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

Mr Kay left the meeting.

#### FC/06.22/10 Working Group Reports;

- a. Youth Hub: No further update.
- b. Office & Yard: The architect is working on the building regulations. An asbestos survey has been conducted.
- c. Queen's Jubilee 2022: Cllr Kane reported that the events went really well. Cllr Read thanked the staff, councillors and volunteers. Cllr Evans suggested that WTC holds another event in September. Cllr Wenaden noted the Big Cycle Event on 18 September.
- d. Youth- No update.
- e. Community Engagement- Cllr Kane reported that the WG had held its first meeting.

Cllr Kane proposed that an eight page, A5, newsletter is produced three times a year by WTC in February, June and October and delivered to every household. Also, that the WG acts as the editorial board but that no newsletter is produced without FTC approval.

One quote has been received to date for the delivery. Further quotes will be obtained. Cllr Wenaden suggested that she contact the scouts to see if they are interested.

Advertising in the newsletter was suggested to cover costs. This will be considered.

The proposal was seconded by Cllr Multon, with all in favour.

Cllr Wenaden reported that the Health & Wellbeing WG (formally sub-committee) will be meeting for the first time on 21 June at 2pm.

- f. Mayoral Activities: The council considered a previously circulated report from Cllr Kane, which is attached as **Appendix H**.

#### FC/06.22/11 Town Clerk Report

A previously circulated report from the Town Clerk was considered and is attached as **Appendix I**.

FC/06.22/12 Date and time of the next meeting: It was agreed that the next meeting will be held on Monday 18 July 2022 at 7.30pm.

FC/06.22/13 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.

One member of the public left the meeting.

PART B

FC/06.22/14 Update from Cllr Kane on Cllr Widgery- A note of this part of the meeting is held by the Town Clerk.

## Appendix A

### Cllr Mark Cory – Wivenhoe Town Council Report: 20/06/2022

#### **Essex County Council matters:**

1. **Road Repairs/Roadworks:**

No considerable updates here: ECC Highways will resurface Clingoe Hill (Westbound into Colchester) around the Knowledge Gateway junction where the worst potholes persist.

**Update:** The new member pothole reporting schemes for 36 of the worst potholes in each division is being introduced in stages, the first half I can report in the Autumn!

2. **Local Highways Panel Briefing:** As promised, I set up a LHP briefing for Wivenhoe Town Council and borough councillors to ensure all interested parties were up to date on schemes that are progressing through the Local Highways Panel process. It was a useful meeting, led by Jon Simmons of ECC, thanks to him and to those who attended.

3. **Station Access:** I can also update positively, that following the last Local Highways Panel, LHP, the Station Access plans have been pushed through to the next step. This means that we now have funding allocated for feasibility and design work, this is a combined two step processing needing £25,000 – this was agreed with lobbying of ECC colleagues. I will keep WTC reps involved and updated with this process. Cllr Luxford-Vaughan, Cllr Andrew and I met to discuss the issue and I am sure to keep Peter Kay involved and updated too.

4. **Ukrainian Refugee Support:** I have been contacted by two households who are hosting Ukrainian refugees. Both have indicated a lack of support with transport. One in particular has been refused school transport support. I have taken this up with ECC, and through CBC, are have asked for what further supporting partners can give. This has coincided with other calls from the community to ensure we are offering support for our host families and refugees. I know Cllr Burrows and Luxford-Vaughan discussed support for refugees in a recent CBC meeting. This is something we should continue to work together on and harness the community interest and support to ensure we do what we can for our refugee families.

5. **Youth Hub Project:**

We had an excellent day of logistics on the 1<sup>st</sup> 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.

6. **High Street Incident and follow-up:** Speed and vehicle movement evidence has come back. The data shows very low levels of speeding and conflict between vehicle and car numbers. I feared this maybe used to halt needed pedestrian protection measures there. I will be lobbying Cllr Lee Scott to ensure we do still get the investment into the High St which is needed to make it safer. I will involve Cllr Kane and Peter Kay, as before, in my next meeting with Cllr Scott.
7. **Tendring Colchester Garden Community:** The consultation feedback has now been shared publicly. This will return to the Joint Committee for discussion, Cllr Luxford-Vaughan is back on that committee and will have the chance to ensure Wivenhoe voices our heard – I am sure we will all attend to emphasise and exercise the same points to ensure they stick to Option 3 (development north of the A133 only).
8. **ECC Locality Fund:** Sadly this has been cut this year and I will only have £5,000 to spend across Wivenhoe and Greenstead.

#### **Colchester Borough Report:**

9. **Taylor Wimpey:** We won! Due to an excellent team effort of Cllr Luxford-Vaughan, Cllr Burrows, WTC's Cllr Read and I, we managed to convinced the committee of the merits of our arguments, protecting the Wivenhoe Neighbourhood Plan integrity and pushing back against a number of issues with the current proposals. The application was refused. This will likely return with revisions, let's hope they listen and stick within WNP policy.
10. **Ferry Marsh:** I have called for a next steps meeting to organise public consultation on Ferry Marsh access and protection of bio-diversity. All partners should be involved in supporting this process, including WTC, thanks for Cllr Evans input so far, we will continue to work together on this – I will update once we have some firm plans and timings.
11. **Ultra-Fast Broadband:** Ultra Fast broadband works continue to spread across Wivenhoe – your three councillors met with the led Council officer for an update. Alongside the installation works, connections will begin to be made in the summer and 'colchester Fibre' run by CBC's trading company, will provide the service to customer. We should be able to share the promotional materials very soon.
12. **Clear Recycling Bags:** Due to a delay last municipal year, the clear recycling bags will now be delivered w/c July 11<sup>th</sup>.
13. **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.

#### **Appendix B**

Michelle Burrows Report to WTC for Monday 20th June 2022

#### **Jubilee Tea Friendly Club**

Went well, attended by about 50 people.

#### **Essex Dementia Strategy 2022 – 2026**

A new strategy is being written and surveys are being carried out to collect feedback and responses to their proposals on a wide range of issues surrounding living well with dementia. Thirteen residents took these surveys away to complete them.

#### **Engaging in 'Place Based Philanthropy' research.**

Louise Wilsher from University of Essex is conducting research for her MA research on place based philanthropy. She is investigating why volunteers in Wivenhoe volunteer, the impact it has on them and the impact on the local community. Louise is collating surveys completed by volunteers at the Friendly Club and some of the volunteers have also agreed to be interviewed by Louise for further information.

#### **Age Well East presenting talk about applying for Attendance allowance**

Thursday 23<sup>rd</sup> June

#### **Reporting to Essex Highways / Other agencies**

Overgrown hedging along play area at Mede Way

Overgrowth along PROW behind Mede Way/Ash Grove

Overgrowth along Station Road to Network Rail – to be investigated as an urgent matter as it is obstructing the pathway for pedestrians

Missing lifesaver on the pier – Contacted Trinity Estates who contacted Abbey Management. They will contact me to let me know when this resolved

Fallen Tree behind Ash Grove; resident queried damage to her fence as a result of cutting down

#### **Local Highway Panel**

Meeting with Jon Simmons with Mark, Andrea and Peter Kay about forthcoming priorities

#### **Opposing current TW planning proposals for Broadfields 9<sup>th</sup> June**

Successfully opposed. Really pleased with the result and looking forward to an improved proposal that fits within the NP.

#### **Meeting with Community Engagement officer, Keith Parker Larkin**

Discussed youth hub/ dementia group/ support for families who are hosting Unkranian refugees in Wivenhoe. I would like to talk about what we are doing/ can also do to offer support and how we communicate all of this to the families.

#### **Attended first Licensing Committee meeting at town hall**

Wednesday 8<sup>th</sup> June. My training was scheduled for Monday 20<sup>th</sup> June but has been moved. I observed my first Sub committee hearing this week at the town hall.

#### **Appendix C**

#### **Report from Cllr Luxford-Vaughan**

Taylor Wimpey Broad Lane proposals

I created a video on the issues we had with these proposals and contacted all Cllrs on the CBC planning committee to illustrate these before attending the recent determination meeting with Kevin, Mark and Michelle. Hopefully you all already know, the current plans have been rejected and our neighbourhood plan has passed it's first significant test!

East Anglia Green

I have spent some time working with CBC officers on the East Anglia Green Energy Enablement (GREEN) project, which is a proposal to build a new high voltage network reinforcement between Norwich, Bramford and Tilbury. In summary the response can be summarised by the following.

'I am writing to submit the initial conclusions of Colchester Borough Council in response to the non-statutory pre-submission consultation by National Grid on the East Anglia Green Project. We appreciate early engagement with this authority. As you will anticipate, our communities are deeply concerned about the potential of the scheme to impact on the quality of the environment that they currently enjoy and fear adverse impacts on public health from EMF (whether above or below ground). We wish to submit a holding objection to the project, due to the serious concerns at the impact these proposals would have on our local amenity and countryside. We believe it is unacceptable to construct an entirely separate line of pylons west of the existing corridor. Unless and until we receive a robust evidence-based justification to support the design approach taken is the only possible option. Such evidence would need to demonstrate that the resultant harm is both necessary and unavoidable. In particular, we are supportive of the need for a coordinated strategy to provide enhanced transmission capacity based on an offshore solution that avoids the need to blight our landscapes and communities. We submit that further progress on the project should be suspended until the Holistic Network Design report is published and its potential implications for the project are understood. We are also aware of discrepancies in the consultation between the various published iterations of the maps illustrating the route corridor. These inconsistencies must be resolved and the consultation extended to allow for reconsultation of the communities affected on the basis of correct information. Accordingly, for these reasons we request that the consultation is extended to allow these matters to be addressed and we reserve the right to comment further in detail, once we have received a response to the strategic matters identified.

In conclusion, we object to these proposals that would have severe repercussions for our Borough. This is causing deep concerns for our residents who believe that a decision to choose an onshore route, rather than an offshore one, has already been predetermined.

Given that the transmission industry knows that offshore coordination is the best solution; we question why East Anglian Green is not even prepared to look at delivering it, as our residents will need a full and transparent explanation of the difficulties, if they are to accept the new transmission line.

Additionally, an extension to the consultation is needed while clarification on the definitive proposals map is provided, and notifications sent to all affected property owners.'

## Masterplan for Colchester Town

I have been familiarising myself with the brief for the Illustrative Masterplan for Colchester Town Centre. This masterplan should build on the vision and objectives for the Town Centre set out in the Councils Local Plan and Strategic Plan as well as reflecting work in the successful Town Deal programme, the Active Travel Fund, Transport for Colchester and the proposed Rapid Transit System.

## Local Highways Panel

Attended a briefing about the Local Highways Panel (along with tom and Peter Kay) set up by Mark. I will let him update on this.

## **Appendix D**

### **Report- Peter Kay, Transport Representative**



There has been nothing much on the 'current news' front this month. However I don't think that anyone has reported yet on the ECC Cabinet report on Rapid Transit in April. Although principally concerned with seeking tenders re the Northern Approach Rd busway (which is actually a pre-RT scheme, as well as being of minor significance to us in the east), there are interesting comments on TCBGC issues.

It is clear that the whole 'North Essex RT' dream still lives on, as does the 'tram' dream - 'the Council aims towards introducing a system akin to a Trackless Tram.....adapting readily to the *early adoption* of autonomous vehicles'. So be careful in East St and Head St in 2028....

The Park & Choose site is now said to be preferred on the A133 rather than the A120. 'However there has been no decision as to whether ECC would operate this site and there is no revenue funding' (= to carry the inevitable losses, presumably). 'Detailed design and delivery of this is proposed to be taken on by the GC developer'.

'It is not yet determined how the RT will operate or who will operate it'.

Assurance is given that money will not be taken from the RT funding to cure the increasing 'cost escalation' problem with the link road.

It is still the case that of the £12m in the RT budget that is due from s.106 moneys, only £2m has been agreed so far. If the other £10m is not secured, section D of the RT system will not be constructed. (The section within the TCBGC).

(So, how does that relate to the obligation that 'route 1 of the RT system' as defined in the July 2019 RT report must have secured funding 'before any planning approval is granted re development within the TCBGC' ? given that Section D is an integral part of Route 1 as described in the July 2019 report?).

## **Appendix June 2022**

There has been a sudden minor outbreak in Wiv of the [nationally-common] notion that there should be 'small buses' instead of 'big buses'. (Often expressed as 'small shuttle buses', whatever 'shuttle' is meant to mean!). This idea is always from 'residents' and motorists, and rarely from bus users, who no doubt all have sufficient grasp of the practicalities to understand why it is not normally a practical thing.

Just as motorists buy cars with 4-5 seats when they have only 1-2 people in them most of the time, so do bus operators buy the type of vehicle that is needed at the *busiest* times of the day/week.

(Of course there are some minor routes where everyone *would* always fit into a very small bus but the operator uses a large bus because it is not sensible to keep a small bus that would see little use).

Bus users also did not very much like being forced to make any but very short journeys in the cramped minibuses and small midibuses often used in the post 1986 deregulation period, and were very glad when 'proper buses' returned. The main *reasons* why the proper buses returned were (a) that driver costs being more than half the total operator's costs, the smaller buses produced no profit benefit (b) that the smaller vehicles were incapable of being adapted to meet the new disability regulations. Some larger compliant midibuses are still available.

Wivenhoe being at the END of those bus routes that go down to lower Wiv, there are naturally very few passengers left on the buses by the time they pass below the Coop to their last two stops. But it seems that the non-bus-using people disliking their presence cannot see this obvious point! (Do they assume there *never were* any more people on the bus?).

(There is nowhere other than the station where buses can terminate in Wiv anyway – there was over many years normally one route terminating at the Coop [via loop] until the then Cllrs voted to go ahead with the ECC-messed-up Coop zebra crossing scheme, which moved the two bus stops together, resulting in car drivers complaining of being stopped more there, and the cessation of this as a terminus in the daytime).

Assuming that people do not expect buses to gradually shrink as they proceed on their journey (!), the notion is presumably that there should be a separate service of small buses to be used by Colchester - Wiv/Bsea passengers, on top of a service of big buses used by Colchester - University passengers. But that would create both increased operating costs and a reduction in the total service to Wiv. Plus it would be impossible in practice to stop Uni people getting on the small buses if one came first, so some Wiv/Bsea people would be unable to get on in Colchester.

Talk of 'narrow streets' in Wiv being unsuited to big buses is nonsense, there are no narrow streets on the Wiv bus routes, only streets blocked over much of their length by not-in-use cars. It is NEPP that has long insisted (wholly contrary to its instructions) that this blockage must be maximised. Hopefully, now that we have just heard that ECC Passenger Transport have now [very belatedly] stuck their oar in on this front, there will be less trouble getting some more 'passing places'.

The thing that 'residents' *can* very reasonably complain of is the dreadful noise made by the Volvo engines on First double-deckers! But these will not be around that much longer.

## **Appendix E**

### **RFO Finance Report Update 31 May 2022 for FTC 20 June 2022**

The system has been rolled over to 2022/23. The month of April has been closed on the system. I am currently working on closing May.

Finance committee discussed the new energy contracts and have chosen Octopus as the supplier, we are currently in the process of switching in July 2022 and have agreed on a fixed plan for 2 years.

The insurance for WTC, Hired in Plant and the Pontoon policy was due for renewal on 1<sup>st</sup> June. We have renewed again with BHIB, the finance committee decided on another 3 year contract to ensure continuity with the policy and we also receive a discount in the premium.

The accounts for April and May need to be checked by a member, I will be arranging for this to be done as soon as possible.

Funds raised from the Ukraine event raised a total of £6,486.23, these have been paid into the council's main account. Charges from using the card reader which WTC agreed to contribute total £27.50. I have tried to get in contact with the UN to request bank account details to transfer the funds raised. I have been unable to contact anyone on several occasions, so will be making the transaction online at <https://crisisrelief.un.org/t/ukraine> . This link was supplied by Duncan Boon.

<u>Ukraine Fundraiser 09.04.2022</u>					
<u>Donations Received from Event</u>					
<u>Date</u>	<u>Type</u>		<u>Total Banked</u>	<u>Charges</u>	<u>Total Raised (inc Charges)</u>
13/04/2022	Cash	From Event Takings and Raffle	£5,807.66	£0.00	£5,807.66 Paid into Co-Op Bank 13.04.2022
07/04/2022	Sum-Up	Payout Number 5 - 11.04.2022	£571.21	£9.79	£581.00 Paid into Co-op 12.04.2022
09/04/2022	Sum-Up	Payout number 6 - 12.04.2022	£1,019.41	£17.59	£1,037.00 Paid into Co-op 12.04.2022
09/04/2022	Sum-Up	Payout number 7 - 13.04.2022	£6.88	£0.12	£7.00 Paid into Co-op 13.04.2022
				<b>£27.50</b>	<b>£7,432.66</b>
<u>Expenses Paid for Event - Purchased by Cllr T Kane</u>			<u>Net</u>	<u>VAT</u>	<u>Total</u>
08/04/2022	Card	Booker - Alcohol and Soft Drink Supplies	£1,661.16	£332.23	£1,993.39
08/04/2022	Card	Booker - Alcohol and Soft Drink Supplies	-£12.76	-£2.55	-£15.31
08/04/2022	Card	Booker - Alcohol and Soft Drink Supplies	£10.00	£2.00	£12.00
11/04/2022	Card	Booker - Return Unsold Items	-£869.71	-£173.94	-£1,043.65
					<b>£946.43</b> Reimbursed to Cllr T Kane 29/04/2022 (On April 2022 Payments for Approval)
<u>Total To Be Paid To UN - Ukraine Charity</u>					
		Received into bank Cash & Card Payments			£7,405.16
		Card charges donated by WTC			£27.50
		Less Expenses			-£946.43
				<b>Total</b>	<b>£6,486.23</b>

a) **Bank Reconciliations –**

31/03/2022	Confirmed Bank Balances	£532,476
30/04/2022	Confirmed Bank Balances	£686,489

- b) **Payments** – That the circulated Schedule of payments be approved. **£ 54,274.14 updated 20/06/2022. ( James Anderson, E&J & Barnard 360)**  
**(See attached draft schedule)**

- c) **Budgetary Control Reports are available on the system up to 30/04/2021**  
 No update to report due to working on AGAR reports.

**RFO REPORT UPDATE**

**Appendix F- See attached**

**Appendix G- See attached**

**Appendix H**

**Mayors Report  
Jubilee**

I was very busy with others putting on the very successful events on the Thursday and Saturday. It was great that so many people came out, that the weather was fantastic and that the feedback was so positive. Thanks to Jo and Duncan Boon for all their efforts too.  
 I also attended the ROAC Jubilee tea on the Friday, which was great and well attended.

On the Sunday I attended the Jubilee service at St Marys.

### **Other**

I opened the new 'Barn' at the Black Buoy and at the time of writing am due to open the new Newsagents.

### **Council**

I chaired the Finance ctte and attended the Planning ctte. Also had meetings of the Carparks WG, Comms WG (see separate report) and at the time of writing will attend the Funding WG. I attended Mark's briefing on Local Highway Proposals. I had the first day's training on chairing meetings provided by the EALC.

### **Appendix I**

#### Town Clerk's Report- Full Town Council Meeting 20 June 2022

1. Staffing: No update. A thank you from me to all of the staff for their help with the Jubilee events. They did a fantastic job.
2. Work on the sensory garden will start on 20 June. We will be working with The Conservation Volunteers group as well as a Colchester based charity for the disabled.
3. I have had meetings with Wivenhoe Scouts and have agreed on access for their new storage facility which will border the garden. The next step in the yard will be to remove the old Christmas lights container and create additional parking. I am in contact with the Christmas lights group to arrange a date to move the contents to one of our garages, with the help of WTC staff.
4. Can you please let me know if you are planning to attend the Green Verges Project open evening event on 22 June at 6pm so that Glyn and Mark H have an idea of numbers.
5. The PROW on Smith's Corner was formerly created on 10 June. I will announce this on our website and Facebook page. The old signage will be removed and new signage will be installed by ECC.
6. I am working with the Personnel Committee on a safeguarding policy, with advice from NALC.
7. I have contacted the CBC s106 team regarding a possible alternative use for the dinghy park, such as a market.
8. The Community Engagement WG met on 20 May and the Funding WG will be meeting on 15 June at 1pm.
9. The Royal Mail vacated the ground floor on 31 May, following a handover meeting. The locks have been changed to secure the area.
10. We have a presentation from Andrew Lipski of Gigaclear, about the roll out of fibre broadband in Wivenhoe, at 6.30pm on 20 June. Please confirm if you can attend. So far, I have confirmation from Tim, Tom and Rik.
11. I am on leave from 24 June to 11 July. Mandy or Emma will cover the Estates and Planning committee meetings.

