



Wivenhoe Town Council

MINUTES of the Full Town Council meeting held in the Council Chamber on Monday 21 March 2022 at 7.30pm **Chair Approved**

Present: Cllr Luxford-Vaughan (Chair), Cllr Evans, Cllr Burke (arrived during the meeting), Cllr Multon, Cllr Henley, Cllr Maltby, Cllr Aldis, ECC Cllr Cory, CBC Cllr Burrows, Peter Kay (Transport Representative), J Beighton-Emms (Town Clerk), Emma Buckley (RFO) and one member of the public.

Public Questions; None

PART A

FC/03.22/01 Apologies for absence: Cllr Read, Cllr Wenaden and Cllr Kane

FC/03.22/02 Declarations of interest; None.

FC/03.22/03 Minutes of the previous meeting: The minutes of the Full Town Council meeting held on 21 February 2022 were proposed by Cllr Multon, seconded by Cllr Maltby and approved as an accurate record of proceedings.

FC/03.22/04 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**.
- b. The council considered a previously circulated report from CBC Cllr Burrows, which is attached as **Appendix B**.

Cllr Burrows confirmed that the 'Active Listening' training is very accessible and offers signposting. She said that the Samaritan training was the best that she had done. The Town Clerk will contact Cllr Burrows with available dates for the William Loveless Hall.

Cllr Henley said that he could help obtain green matting to be used as door mats in line with the Dementia Friendly initiative for local businesses.

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

Cllr Luxford-Vaughan reported that she will share further information about the RTS with the council. She has made representations with Cllr Aldis and would appreciate the views of other councillors. One issue is that the approach is infrastructure first before schools and health provision. This was argued against by all involved. She said that WTC and residents need to have their voices heard about the objection to housing south of the A133.

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

Mr Kay asked if matters about the transport links west of the Greenstead roundabout could be brought before the Inspector. Cllr Luxford-Vaughan confirmed that comments should be taken. She would like other transport links considered such to Stansted and Harwich but for now links are only into Colchester.

Mr Kay confirmed the decision regarding the Paget Road crossing.

FC/03.22/05 Proposal from Cllr Multon; 'For Wivenhoe Town Council to agree to a PROW on Smith's Corner by an Express Dedication, following advice taken from Essex County Council'. Cllr Multon confirmed that this was being proposed on the recommendation of the Estates Committee. The proposal was seconded by Cllr Maltby, with all in favour.

(Cllr Cory and Cllr Burrows left the meeting).

FC/03.22/06 Co-option: The Town Clerk confirmed that three applications have been received. Cllr Luxford-Vaughan proposed that the same proposed is used as was in 2021. The Town Clerk will circulate the previous questions- all councillors to review them and suggest alternatives if necessary. It was agreed that the process should be made clear at the start and Cllr Burke suggested that all applicants are asked to stay and wait for the announcement of the result on the night.

(Mr Kay left the meeting)

Cllr Henley suggested that the applicants are sent the Declaration, Equality & Diversity Policy Standing Orders and the Code of Conduct ahead on the interviews so that they agree to them should they be successful.

It was agreed that each applicant would be given 10 minutes and follow up questions could be asked if appropriate.

It was agreed that given the increase in numbers attending the next full council meeting and rising Covid rates, it would be held at the Royal British Legion hall, The Quay.

FC/03.22/07 Committees;

- a) Planning; Cllr Burke confirmed that the committee had agreed to further objections on Planning Applications for The Vines and the Taylor Wimpey development.
- b) Personnel; Cllr Aldis confirmed that there was no update which could be shared in a public meeting.
- c) Environment and Health & Wellbeing; Cllr Evans reported on a meeting with Cllr Boughton at the Haven Road flooding site. There are lots of springs emerging and the underground water management is a mess. The next step is for a drone survey to be conducted.

Cllr Evans said that he was disappointed that Ferry Marsh had been drained as this area would make a great wetland. It needs a better long-term solution and should not be split by a trail. Signs will be put on the gates stating that this is a SSI and that breeding protected birds are nesting there. Cllr Luxford-Vaughan said that the decision to close the site to the public may not be popular and people need to be educated.

Cllr Evans also reported that the Garden For Nature signs are ready to be distributed and that he will be attending a meeting regarding tree planting projects in Fingringhoe and asking the MOD to facilitate biodiversity on the ranges.

Cllr Evans has been liaising with the Pantomime Group about moving their equipment from the council yard. He said that they may not want the container. The Town Clerk confirmed that it is theirs.

Cllr Evans asked if councillor would volunteer to deliver letters for the Green Spaces project. He will hand these out at the end of the meeting.

The Town Clerk asked Cllr Evans for a report ahead of the next meeting as this would be helpful given the number of updates.

Health & Wellbeing Sub-Committee- No update.

- d) Estates; Cllr Aldis reported on the meeting with the surveyor regarding the old cemetery wall and his suggestions of a 10 year phased approach to repairs using helibars. The Town Clerk has requested that the surveyor approaches appropriate building companies for quotations. None have been received to date.

Museum Sub-Committee- Cllr Multon reported that the museum had received the donation of the Wivenhoe Collection and had been successful in their bid for grant funding from Essex Heritage Trust for £1000. Cllr Aldis said that this would be spent on display cabinets. The group are reaching out to local schools to encourage visits and will be displaying more age-appropriate material.

- e) Finance & Administration; Cllr Aldis proposed that WTC make a payment of £400 to Printworks following their application for funding from the Community Fund and further information being provided to the Finance & Administration Committee. This was seconded by Cllr Multon, with all in favour.

FC/03.22/08 RFO Update

- a. The council considered a previously circulated RFO Report, which is attached as **Appendix E**. The RFO confirmed that two card readers have been ordered from Sum-Up.

Also, that all insurances will now be renewable in June.

She requested council approval to agree to a further 3 year contract with Rialtus. This was proposed by Cllr Aldis, seconded by Cllr Evans and agreed by all.

Cllr Burke agreed to check invoices and payments for April.

Cllr Aldis requested that the RFO contacts him regarding cyber security and if insurance for this is necessary.

- b. The council considered a previously circulated Bank Reconciliation Report which is attached as **Appendix F**. This was proposed by Cllr Luxford-Vaughan, seconded by Cllr Henley, with all in favour.

- c. The council considered the previously circulated list of monthly payments, which is attached as **Appendix G**.

Cllr Luxford-Vaughan proposed that the list of payments is approved for payment, this was seconded by Cllr Henley, with all in favour.

- d. The Budgetary Control Report was considered and is attached as **Appendix H**.

FC/03.22/09 Working Group Reports:

- a. Youth Hub: Cllr Luxford-Vaughan reported that outreach work had concluded and that more volunteers had got involved. An architect is looking at whether planning permission or a certificate of lawfulness is required. The funding available is £20,000 and date needs to be agreed for the container to be put on site.
Cllr Burke asked if the hub could be used as a location for youth provision in the school holidays. Cllr Luxford-Vaughan requested that she email hr to discuss this further, but it could be done.
- b. Skatepark: Tender applications have been received and are being reviewed.
- c. Office & Yard: Discussed under Part B
- d. Car Parks: the Town Clerk reported that CBC Markets Team have agreed to a market on the dinghy park site. A working group will be formed to plan this.
- e. Funding, Engagement & Youth: No update. Cllr Multon will speak to Cllr Wenaden about changing this group and separating Youth to create a new group. Funding and Engagement could work on the newsletter and training on grant funding options.
- f. Wivenhoe Neighbourhood Plan: No update. The WNP is being monitoring as it is referred to by the Planning Committee.
- g. Queen's Jubilee 2022: No update. A meeting will be arranged in April.
- h. Mayoral Activities: Cllr Luxford-Vaughan reported on a CBC Mayoral event to celebrate Parish and Town Councils. She also gave an interview about the University of Essex about how Wivenhoe would retain its independence once the Garden Community is built.

FC/03.22/10 Town Clerk Report

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

FC/03.22/11 Date and time of the next meeting: It was agreed that the next Full Town Council meeting will be held on Monday 25 April 2022 at 7.30pm.

FC/03.22/12 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.

FC/03.22/13 An update on the Office & Yard redevelopment project: A note of this part of the meeting is held by the Town Clerk

The Chair closed the meeting at 21.09

Appendix A

Cllr Mark Cory – Wivenhoe Town Council Report

Essex County Council matters:

1. Road Repairs/Roadworks:

The large pothole on the Railway Bridge was repaired after my reports and pushing and I have opened a dialogue on proper repairs going forward.

Update: Claremont Road pavement works are almost complete and they look fantastic!

Update: Harvey Road will receive micro-resurfacing to finally fixed the areas affected by large potholes – this will occur in April.

Update: The worst broken drain in Heath Road has not yet been repaired and I have chased this.

2. Youth Hub Project:

Great News – my application to Essex County Council Youth Strategy Group has been successful and we have a further £10,000 matching the local pot we have all contributed to. We now have over £20,000 for the Youth Hub Project. I am sure you we have a further update in the meeting via the major.

3. High Street Incident and follow-up: Cllr Tom Kane and Peter Kay and I met with the Cabinet Meeting online as agreed. The Cabinet Member has agreed to visit and all being well this will be on Wednesday 23rd March. Cllr Kane and I met for a pre-meet and discussed ideas and solutions for the area, Peter had put together his own helpful annotated photos. I will update soon after the meeting.

4. Speed Watch: I completed the online for 1 hour and 15 minutes training for Speed Watch alongside some new local volunteers, it was actually very engaging. Speed Watch have gained a few more volunteers over the last, enabling them to go out more frequently.

5. Tendring Colchester Garden Community: I am sure Cllr Luxford-Vaughan will update in full on this matter and the meeting. I felt miss-sold my role by ECC and have little say as an observer. I did however, put forward a number of key points opposed to changing the DPD masterplan consultation to include extra expansion sites for the University South of the A133 and on Salary Brook slopes. Sadly, despite Andrea voting against, the committee agreed to move forward. We must notify residents of the consultation and fight to stop the DPD breaking original promises against coalescence towards existing communities like Wivenhoe.

6. Doctors Surgery sign: I have positive news that this is proceeding – further updates to come.

7. Other highways issues: The roadwork debris reported last time has on the whole been picked up e.g. Stanley Road. Sadly, the Clingoe Hill rubbish still remains.

I have reported a number of footpath, pavement and road defects as expected. I have once again asked for ECC support with cycling along West Quay – this is an ongoing issue and conflict increases into Spring and Summer. As a footpath, cyclists should not cycle and should dismount.

I continue to champion 20 mph zones and we have Local Highways Panel schemes in for Wivenhoe around safer streets.

Colchester Borough Report:

8. **Storm Eunice:** I am still chasing officers for a coherent plan to replacing trees lost by Storm Eunice – further updates to follow.
9. **Ferry Marsh:** You should all know by now that this issue has finally been tackled. I can update verbally at the meeting. After many months of work and negotiation, the sluice has been cleaned. The water in the marsh has reduced and the Wivenhoe Trail is safe to use again. I am pleased to have got this far, but feel it is of utmost importance that we now guide the future access and discussions over protection of the wildlife and ecology of that site with an ‘ecology first’ approach. I thank Cllr Glyn Evans and other local naturalists for their input. A report is being written up by the Wivenhoe Bio-diversity group on the state of nature at the Marsh and how we can protect that and find a balance going forward.

I am also working on the access issues under the train track under pass which has seen significant flooding too. This makes the route impassable for anyone with limited mobility. ECC have been slow on this so far.

10. **Ultra-Fast Broadband:** Ultra Fast broadband is coming to Wivenhoe, with almost all covered by ultra fast speeds by the end of 2022. This great news and something I have been working on since 2019. Cllr Michelle Burrows and I met with CBC and VX Fibre to discuss the roll-out of Ultra-Fast broadband across Wivenhoe. I gave a short update on Facebook, but we await clearance from the company and CBC to promote the precise details. It is likely that the CBC owned company will be the front facing partner who we will be customers with – providing the fastest speeds in town at a competitive rate, whilst helping give returns to the Council to support its budget.
11. **Wivenhoe Wellbeing Walks:** Cllr Michelle Burrows and I met with Peter and Caroline, to discuss leading a project to encourage wellbeing walks for all in Wivenhoe. We would like to support those feeling isolated at home and those living with Dementia to carry out short local walks of 1 mile. Secondly, longer wellbeing walks for those that are able. This will begin as two separate monthly events. Look out for our adverts/communications soon.
12. **Locality Budget spending:** I completed all of money CBC Locality Budget spend of £2,000 for Wivenhoe. (*My ECC Locality Grant of £10,000 was split between Greenstead and Wivenhoe, with my full £5,000 going to the Youth Hub project and WTC’s account.) My CBC funding went on the following projects: i) £600 WLH Defibrillator – (shared combined contribution with Cllr Burrows, total £1,200 to WTC); ii) £500 Broome Grove Forest School; ii)

Appendix B

Report to town council from Michelle Burrows March 2022

Constable Country Cycling Event

The planning of this continues. I have organised a yoga 'tent' for cyclists to take part in for donations after their ride; this is being led by local yoga teacher, Nadine. I also have a professional photographer, Sally Parkinson, who has agreed to do action photos 'on route'. Two sports therapist massage professionals are booked; we have a cake team who will be selling cake for donations; a knitting table where kids can make blue friendship bracelets and others can do other knitting bits with a dementia focus. We are working hard on promoting the event in the coming months with a 'slow ride' around the village to advertise the event. I am working on getting two Explorer Scouts involved in the setting up and taking down of all the route signage and helping with the car parking. Work continues.

Samaritans

I am awaiting feedback from Cllr Kathleen about dates available at William Loveless for the Samaritans 'Active Listening' event that I am planning; I can then go ahead and get this booked and advertised. Cllr Kathleen and I met recently to discuss how this event might be the springboard for gathering information from people who attend about what they feel is needed in terms of services/resources/events that can positively support people in the community.

Women's Wellness

Cllr Kathleen and I discussed the gap in health wellbeing and knowledge when it comes to the menopause and would like to work on developing some kind of work around this, which we will start work on soon. A post that I recently put on facebook got some positive response to Cllr Kathleen's comment about menopause so it is definitely worth pursuing.

Engaging local businesses in becoming Dementia Friendly

I have approached a few local businesses about changing their shop mats to green. A person living with dementia will often see a dark coloured mat as a hole; changing the mat to green, which presents as grass, makes it possible for someone to enter a shop confidently; this in turn mean that someone living with dementia can continue to access shops in their community for as long as possible. This is good for them and good for our businesses. Cllr Kathleen has agreed to help fund these mats.

In return for the mats, we are asking that the business staff take part in the free, 45 minute dementia friends information session so that they can learn some key facts about dementia and help support their customers effectively. They will then be able to advertise themselves as dementia friendly business in their shop window. Susan Hill, a manager for Colchester Borough Homes sheltered housing accommodation is qualified as a deliverer of these sessions and she has agreed to hold some sessions for us.

This simple, yet hugely effective change will help raises awareness of dementia in our community. I am so pleased to say that the Bookshop, RSVP and The Olive Branch have already expressed an interest in this campaign. I have also contacted Henley's Fish and Chip Shop, Salon Seven, the Horse and Groom; these businesses together give a good 'spread' of services in Wivenhoe; I think I will also contact businesses in the business park and perhaps the sailing club, too? Do you think we should consider having a green mat in William Loveless Hall? It is a very widely used space by a huge swathe of the community.

Dementia Awareness Week

I have contacted Tracey Hogg at the surgery (dementia specialist) to ask her for some support with some ideas for raising awareness to the wider community during Dementia Awareness Week. I am thinking some kind of signposting boards in the library and at the train station; with her experience, she will hopefully be aware of other initiatives that have been successful else where that we could try here. We have the okay from the library to once again put up blue ribbons on the tree outside the library and to do a display inside, too. I hope to speak to Tracey soon.

I would be very happy to hear from councillors about any ideas they have about what we could do. Is the week something we could advertise on the Wivenhoe Council website?

Friendly Club and Café

I am working on developing memory boxes for a 70th Jubilee celebration tea at the friendly club for Thursday 2nd June. Any ideas of local artefacts/photos from previous jubilees that councillors are aware of that could be borrowed for these would be grateful received. Thank you.

Appendix C

Cllr Luxford-Vaughan

I'm sure my colleagues will cover other things I have been involved with but not necessarily led on. So, I will only cover the TBGC joint planning committee meeting where I recommended that the draft DPD and the two master planning options should not go to consultation. First because it was clear from past consultation and the have you say speakers on the night, that neither master plan option was acceptable to any surrounding community. And secondly because the draft DPD was lacking in significant evidence, information and robust policy.

I outlined a list of omissions in the DPD and asked that these critical areas were completed before consultation. I also asked why we were trying to cram in 8,000 homes on the site when the hif funding only related to unlocking 6,500 homes. This question was not answered. (Ultimately, I was out voted. With all in favour bar one abstention and my vote against.

The hope I cling to is that Colchester as a Borough will not vote to send this to a reg 19 consultation (the one where the responses go to a government appointed inspector).

list of omissions

An up-to-date viability assessment. Taking into consideration:-

- infrastructure will have to be funded via 106 negotiations and not by the land value uplift model government recommends in the garden community guidelines.

- The interest rate is going up

- The cost of materials has escalated post Brexit and COVID.

This viability work needs to be linked to an Infrastructure Phasing report

Confirmation on who will be negotiating the 106 agreements we need to know there is the expertise to do this on this scale and achieve the infrastructure funding that meet the delivery specified at the section one hearing

Details of the RTS route and bus priority measures and how this will meet the modal share aspirations. Also, the specific locations of the park and choose sites.

Confirmation of additional funding from Homes England for the link road and an extension on housing delivery targets to meet the delays this is anticipated to need.

Evidence that sets out the employment forecasts from the university.

A clear brief of the short- and long-term expansion plans for the university and therefore a defined brief for the nature of development.

An SA that uses the same objectives the section 1 work did.

Detail of the stewardship model

Detail of the classification (nature reserve/ country park), ownership, management and funding for green buffers.

Relevant reports either mentioned in the DPD or necessary prior to sending to the SOS. That list would include:-

HRA screening report, and other necessary ecological reports (e.g winter bird screening study)
employment study,
Transport & Movement Framework,
Smart Energy Appraisal,
Heritage Impact Environmental Audit Survey
delivery phasing document

Appendix D

WTC REPORT MARCH 2022 P.KAY

Bus

ECC having still done nothing, I am going to put up a separate 62 tt (there having been minor changes on this route too) at the two Wiv stops, alongside my 61 tt, so obscuring the ECC 'information' altogether. It will not be appropriate to raise other subjects such as this at our meeting with Cllr Scott, I think.

The details of the new First tap & cap system were successfully assimilated just after the last WTC meeting, and a notice explaining it was put up at the two Wiv stops and on the FB group. Any journey between any Wiv stop and stops en route to Colchester will now be 2.50 single / 3.60 return. I think the majority of people who make shorter journeys within or from Wiv, and thus would have a fare increase if they were fare payers, are actually Sen Cits or Uni people with the ultra cheap annual pass. First have already conceded special prices of 1.50 single between N Station and town centre, and between Uni stops and Tesco / Quays, to avoid losing such custom, but I can't see that it would be appropriate to request anything similar in Wiv.

The First schedules man told me last month that they will be doing a 'Colchester Network Review' in April, so I submitted 2pp of notes on the 61/62, including the suggestion that half the buses from the station should be 62s again, now that 61 journey times from town are now 40 mins plus in some cases. The actual change date will be late summer.

Rail

Several surveys of am and pm peak usage to/from Colchester Town in the last month continue to show 'pre-covid average' figures. There are currently two usable am trains, arriving 0821 and 0841, the former being the established time of recent years. The latter though is now carrying more people as it suits the 6th form college students who start at 0905. Although students and schoolchildren have been the main users of the peak trains in recent decades, they have never been timed with any knowledge / thought on fitting in with *their* day's timetable, but just at times fitting around Liv St trains.

High St

I prepared some notes last week to be sent to Cllr Scott prior to our onsite meeting next week, including googlecar junction views with notes highlighting dangers.

Cllr Cory will no doubt address you on other aspects of this.

Paget Road

I have just spent about 40 hours studying and trying to write up notes on two court judgements on foot crossing closures from 2017 and 2020 (with particular ref to the circumstances of Paget Rd). One judgement (Deganwy) is quite similar to the Paget Rd situation, the path not being on the definitive map. Network Rail lost the inquiry and then went to court with a very poor case and were told where to go! But as money is no object to them they are now applying to get a Highways Act closure, and threatening to shut a recently made coastal cycle route, which is only permissive where it passes over NR land, purely in retaliation.

The horn noise seems to have been ramped up again since the 7th, after a long period of hearing very little. No doubt a visit by some NR management-person?

Part 2

I have now read all the relevant sections of the Inspector's report and Decision Letter. (As most of the content is details on other people's crossings there is not a lot that is relevant).

The whole of the Essex Suffolk and Cambs LC closures inquiries have turned out to result in an outcome very different from what anyone would have expected. It was of course not going to be easy participating in the FIRST of a new type of big inquiry, with no previous examples to learn the ropes from; especially after it became clear that neither the Dept nor the Inspectorate had provided any guidance to the Inspectors as to the intended purpose of the inquiries.

In principle this resulted in the appalling situation in which the Essex inquiry was conducted on the basis of accepting a wild claim by the NR barrister that the only purpose was to approve the general merits of a mass closures policy plus decide whether the *alternative routes* in each case were satisfactory; whereas the Suffolk Inspector after listening to exactly the same talk by the same barrister ruled that it was wrong and that it was also necessary to consider the overall merits of the case on closing each crossing individually. (A dichotomy which the Dept still refuses to rectify).

In practice however the objectors in each county have reason to feel pretty pleased with the result of all three inquiries, Suffolk and Norfolk resulting in half the crossings being refused, and Essex 21 out of 57. And in that it has to be remembered too that a good % of the crossings were hardly used by anybody anyway! I don't think that anybody could have anticipated such a 'good' result - more like a few crossings being allowed to stay open at best!

From NR's viewpoint this must be considered a disaster (remember how cocky they were at the start that 'these crossings will be closed whatever you people say!'). They are so used to wasting other people's money though that it doesn't seem to be depressing them....

The reason underlying this contrast, so far as Essex goes, is that so many of the alternative routes (including ours) were so suboptimal that the Inspector ruled against many of the closures purely on those grounds.

(One does wonder if the three Inspectors got together at some point to discuss what % of crossings might be approved to be closed! - it would have been very embarrassing if one Inspector had ended up recommending total closures and another most to be saved!).

The general NR attitude problem, and their 'ultra' views on the safety versus convenience balance, must have helped turn the Inspectors against them. As the Department agreed with the Inspector on every case, it rather suggests that NR's views are not much cared about in Whitehall either.

So far as Paget Rd goes, NR's agreement that the High St would actually be used by most people as their alternative route, and not Anglesea Rd, was a great benefit to us. (I certainly recall people saying that to NR staff at the consultations, but I forget how or by who the change was screwed out of them!).

Our Inspector turned out to be quite sympathetic to the arguments of 'ordinary objectors' about Paget Rd being part of the Wiv 'transport system' and not just used by ramblers and dog walkers like many rural paths now are, and about the unsatisfactoriness of all five routes across the railway in Wiv. (In many inquiries the 'little people' achieve nothing, because the importance of the project outweighs what a few affected locals think!, and they only get a few sympathetic words). The Inspector does not seem to have been so interested in the technical arguments proffered by NR on why each crossing is unsafe, which lead

some inspectors into 'well, it'll just have to be closed given what these techno-experts say, which nobody else could rebut'. This may be why he did not seem to like me very much! (as the person most involved in such detailed stuff on the objectors' side). (At the inquiry he more gave the impression that he didn't want to hear unqualified people daring to dispute the experts' views!). However he did take note of some of my points, and rather went outside his own ruling on the limited scope of the inquiry by agreeing that one could actually see over 200m looking east from the south side, not just 83m as claimed by NR; and furthermore then recognising that could remove the need for horns and the down line speed restriction. (But he could not of course order NR to take action on that). The Decision letter also makes a point of mentioning these rejections of NR techno-evidence.

He also makes several comments on horn noise (something mentioned by many objectors) as if he thought that NR might well do such things deliberately to create a closure lobby, rather than suggesting that it was improper that such suggestions should be made! (Again this is something outside his powers, of course).

NR did not go to court on the Suffolk or Cambs decisions and so it seems unlikely that they will on Essex, although we must wait six weeks to be sure. It is difficult to think what argument they could use anyway, after themselves (over)emphasising that the alternative routes were the main thing that the Inspector should consider!

We now turn to the next episode, getting ECC going on the definite map application.

Appendix E

RFO Finance Report Update 17 March 2022

The system has been reconciled up to 28 February 2022.

SLCC confirmed that the pay award for the NJC scales has been agreed for the period from 1 April 2021 to 31 March 2022. This is an increase of 1.75%. The new rate has been included in the March 22 wages payment, including all backdated pay due to staff members. No further information has been received about the pay award from April 2022.

A VAT claim up to February 2022 has been submitted to HMRC.

Zettle was unable to accept our application for a card reader as we did not fit the criteria between a business and charity. I have applied for a Sum Up account and am awaiting verification. The conditions and security for Sum Up are the same as Zettle, except the transaction charge is lower at 1.69%. Control measures will be put in place once the readers have been received.

Community Fund payments have been sent this week. The groups have all emailed back showing their appreciation to the Council for supporting them with their plans.

We had a meeting with BHIB our insurance provider last week to discuss the renewal of the insurance policy, which is due in June 2022. An in-depth review had been carried out last year so there have not been many recommended changes to the policy. We will be signing up to BHIB for another 3 years, which entitles WTC to a 5% discount. The sum insured for the loss of earnings for the WLH has been increased from £10,000 to

£50,000 over a 2-year period. Cyber insurance has been discussed, which I am currently looking into options available. BHIB have insurance cover for £300 per year, our IT provider SYS3 has also offered improved protection software for an additional £120 per year. I will report back to the council with the full information.

Fleet Insurance has reduced in price this year by £400, this is due for renewal on 1 April 2022. We have extended the policy to run from April 22 to June 23, so that all the BHIB insurance will renew at the same time.

With year end approaching, could you please let me know of any outstanding invoices, or projects that will need to be included in this financial year.

b) Bank Reconciliations –

31/01/2022	Confirmed Bank Balances	£554,443
28/02/2022	Confirmed Bank Balances	£546,406

c) Payments – That the circulated Schedule of payments be approved. Total payments for approval £29,444.12
(See attached draft schedule)

d) Budgetary Control Reports are available on the system up to 28/02/2022

The council has received £458,360 (110%) of the budgeted income for the year and spent £352,256 (83%) of the expenditure budget.

The current predicted underspend for the year is £25,900.

Appendix F- See attached

Appendix – See attached

Appendix H- See attached

Appendix I

Town Clerk's Report- Full Town Council Meeting 21 March 2022

1. Staffing: No update.
2. Jubilee events: Posters and social media updates will be going out soon for the concert on Thursday 2 June. Please spread the word to any groups or businesses who may want a stall at the fete on Saturday 4 June.

3. Sensory Garden-I have been working on a grant application to Enover Community Trust (formerly Cory Environmental Trust) which has now been submitted. I will submit further applications to ECC and the National Lottery Community Fund.
4. We received 2 tender applications for the skatepark. The contract will be awarded on 8 April.
5. To date I have not received any interest in the vacancy for co-option.
6. I circulated a draft Media Policy and would be grateful for any comments.
7. We had a meeting with the architect on 4 March regarding the office redevelopment. An update will be provided under Part B.
8. Jim has planted cherry trees on Smith's Corner for the Queen's Green Canopy initiative. The plaque will be installed soon.
9. Jim and Andy have been installing the new fencing along the top of the KGV/De Vere Lane in line with an agreement with Fields in Trust and the resolution of the land registry issue.
10. The next FTC meeting will be a week early on 11 April, as the third Monday in April is a bank holiday.