



Wivenhoe Town Council

MINUTES of the Full Town Council meeting held in the Council Chamber on Monday 16 January 2023 at 7.30pm **Chair Approved**

Present: Cllr Kane (Chair), Cllr Aldis, Cllr Multon, Cllr Read , Cllr Evans, Cllr Andrew, Cllr Maltby, Cllr Wenaden, Cllr Boughton, ECC Cllr Cory, Jo Beighton-Emms (Town Clerk), Emma Buckley (RFO), Peter Kay (Public Transport Representative) and one member of the public.

Public Questions: None

PART A

FC/01.23/01 Apologies for absence:Cllr Luxford-Vaughan, Cllr Burke and CCC Cllr Burrows

FC/01.23/02 Declarations of interest: None.

FC/01.23/03 Minutes of the previous meeting: The minutes of the Extraordinary Full Town Council meeting held on 9 January 2023 were proposed by Cllr Multon, seconded by Cllr Evans and approved as an accurate record of proceedings.

FC/01.23/04 Reports from Members of County and City Councillors & Public Transport Representative;

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

Cllr Multon asked about the issues with the online link to the survey regarding the consultation on the future of Ferry Marsh. Cllr Cory said that the link should now work properly. He was pleased with the four face to face events which had been held and will pass on further updates when he has any.

Cllr Andrew asked about the TTWG discussion that the budget for roadworks does not include funding for pavements and pathways which is a deterrent to active travel. Cllr Cory agreed and reported that he had put forward amendments to double the pavement budget but there is only £50m for the whole of Essex. Some pavements are dangerous- the fibre broadband installation on Rosebelle Avenue helped to get those pavements upgraded but more work needs to be done. Cllr Read said that there has been a deterioration on the condition of roads and pavements and the quality of repairs in his 12 years as a councillor. He suggested that all CCC parish councils work together on a collective approach to the issue

Cllr Evans asked about the CCC contract with Ringway Jacobs and whether this contract precludes local councils carrying out roadworks themselves. Cllr Cory said that options for devolution has been considered but he could work with WTC on this. Cllr Cory confirmed that he has again reported the pothole on the railway bridge which is leaving pipework exposed. Cllr Wenaden raised the issue of vehicles being parked on the pavements on Valley Road. Cllr Cory agreed that this worst road for this and that he would be happy to invite the PCSO to the next TTWG meeting to discuss this further. Cllr Andrew said that he has written to the

PCSO about this matter.

Cllr Aldis asked when the next consultation will be on School Streets. Cllr Cory said that he has chased numbers as not everyone in the areas surrounding the schools received a leaflet. The date for returning the survey was extended. He will report on feedback and next steps when these are available.

There was not a report from Cllr Burrows.

Cllr Cory reported on behalf of CCC Cllr Luxford-Vaughan. The next meeting of the TCBGC will be held on 27 February. WTC should have a representative at this meeting. Cllr Cory will check and advise when further information will be available, such as on the venue which has not yet been decided. Cllr Luxford-Vaughan will be speaking as a ward councillor. Cllr Kane suggested a meeting to take place within the next two weeks to agree on an approach. Cllr Cory will attend. Cllr Read suggested that as many people should attend as possible but that two councillors should speak- Cllr Aldis agreed to a combined approach.

The council considered a previously circulated report from Peter Kay which is attached as **Appendix B**. Mr Kay asked Cllr Cory for an update on a 20mph zone. Cllr Cory said this will be chased again. Cllr Aldis asked which councillor is covering Cllr Luxford-Vaughan regarding TCBGC matters and suggested that he attends the next Planning Committee meeting to provide an update. Cllr Cory said that Cllr Luxford-Vaughan will continue to work on this. Cllr Aldis said that he could attend both the Planning Committee and the Museums Sub-Committee meetings to be held on 7 February.

FC/01.23/05 Election of Mayor & Deputy Mayor for 2023/4: Update from Cllr Kane

Cllr Kane said that councillors should start to consider if they would like to be Mayor or Deputy Mayor for 2023/4 and that a vote will take place at the February FTC. Cllr Multon expressed an interest in being Mayor and Cllr Kane said that Cllr Burke has expressed an interest in being Deputy Mayor. Cllr Aldis said that he is interested in the Deputy Mayor role. Cllr Wenaden raised the possibility of 'job sharing' the role of Mayor with Cllr Maltby but Cllr Maltby would like further discussion about this. Cllr Read suggested that the roles of Mayor and Deputy Mayor do job share anyway. Cllr Evans raised the previous convention of councillors becoming Mayors based on experience with an agreed list of succession. Cllr Aldis said that this had worked in the past and had allowed councillors to plan for their mayoral year. Cllr Kane agreed that there is an argument for a councillor to have experience but he didn't think that future councils should be held to a list. The Town Clerk will seek advice on the possibility of a job share.

Cllr Read requested that agenda item 7a is discussed next so that Cllr Cory could leave the meeting. This was agreed.

FC/01.23/07 Committees:

a) Planning:

Cllr Read reported on the Planning Committee meeting held on 10 January 2023. He asked Cllr Cory to consider a planning application for a call in. This is an application for a bungalow on Conway Close to be developed into a 2 storey building. The Town Clerk will email Cllr Cory with the details. Cllr Read also reported on an issue raised by Mr Kay regarding the outside seating at the Rose & Crown. Cllr Read said that the committee were satisfied that it was a permit which had been issued granting permission. This is reviewed

annually.

Cllr Cory left the meeting.

FC/01.23/06 Proposal from Cllr Andrew: 'To Support the EALC county wide initiative '20's Plenty', which is proposing that 20mph becomes the default speed limit throughout Essex in all built up areas including towns and villages'.

Cllr Andrew reported on the benefits of introducing a town wide 20mph zone such as giving people precedence over traffic, better quality of life, quieter roads and lower casualty rates. Signage would be minimal and the changes would be low impact. He said that there is no need for WTC to take any action at this stage- the proposal is for councillors to support the EALC initiative and become the 33rd parish or town council to sign up. Cllr Aldis asked if ECC has yet bought in to the scheme. Cllr Andrew said that the EALC initiative means that parishes are working together to push ECC for policy change.

Cllr Andrew proposed that WTC supports the EALC county wide initiative '20's Plenty', which is proposing that 20mph becomes the default speed limit throughout Essex in all built up areas including towns and villages. This was seconded by Cllr Kane. Eight councillors voted in favour, one councillor abstained and asked that their vote was not recorded.

FC/01.23/07 Committees:

- a) Planning: See above
- b) Personnel: Cllr Read reported that staff appraisal dates need to be set.
- c) Environment: Cllr Evans reported that a meeting is being held for the Gardening for Nature project on 17 January. Cllr Evans will be asking local suppliers for plants for the sensory garden and offer sponsorship.

There is a meeting with Involve and ECC on 20 January regarding work on a biodiversity action plan and a meeting with Tarmac on 24 January regarding the development on the land east of Tye Lane.

- d) Estates: Cllr Aldis reported that two Community Day applications had been considered and approved by the Committee. These were for Bumps & Babies and Pop Up Art.

The committee had discussed the insurance report following the claim made regarding subsidence at a property on Clifton Terrace. The insurers had recommended the removal of a large oak but the committee considered that there were a number of other factors to be considered and that the report was inconclusive. For example, there were no tree roots found in the bore hole dug to investigate. Cllr Aldis asked the Town Clerk to check and see if there is a TPO in place.

(Mr Kay left the meeting)

Cllr Andrew asked what the soil type is in the area. Cllr Aldis confirmed that it is clay which is also causing problems with the car park wall. The clearance of the drains in the area has also exasperated the subsidence.

Cllr Aldis reported that a report has been received from the surveyor regarding the old cemetery wall following a meeting on 20 December. A costed plan is still needed, the estimated cost will be £200k. Cllr Multon said that the plan will be to spread the works and the cost over a number of years and that the Funding Officer is looking at grant funding options. It was agreed that a working group would be formed as this matter is complicated. It was suggested that lay members could join if they have relevant expertise.

The changes to the High St car park charges were considered, as recommended by the Estates Committee, but it was agreed that a proposal needs to be put to FTC and will be for the February FTC meeting.

Cllr Read noted that there have been concerns raised about the lack of parking available in the WLH. Cllr Read did raise this when the EV points were installed. He asked if the Estates Committee could consider this issue at the next meeting. This was noted by the Town Clerk.

- e) Finance & Administration: Cllr Kane reported that the budget and precept for 2023/4 had both been agreed at the Extraordinary Full Council meeting held on 9 January 2023.

FC/01.23/08 RFO Update

- a. The council considered a previously circulated RFO Report, which is attached at **Appendix C.**
- b. The council considered a previously circulated Bank Reconciliation which is attached as **Appendix D.**
- c. The council considered a previously circulated list of payments, which is attached as **Appendix E.**

The Bank Reconciliation and Schedule of Payments were proposed by Cllr Kane, seconded by Cllr Boughton, and approved by all.

- d. Budget Control Report- Considered.

FC/01.23/09 Working Group Reports:

- a. Youth Hub: Cllr Wenaden reported that a meeting had been held with the Scouts and the ECC Youth Team representative.
- b. Office & Yard: Cllr Kane reported that there will be a meeting with the architect on 18 January.
- c. Health & Wellbeing: Cllr Wenaden reported that the next meeting will be held on 17 January. Cllr Multon reported that he is engaging with the community on creating a walking bus at the top of the town. Cllr Wenaden said that the Warm Spaces are not being used and said that the WG will be discussing this and that activities may be offered. Cllr Evans said that it takes time for such projects to get off the ground and Cllr Boughton said that he had heard that other parishes had also experienced a low turn out. Cllr Read said there is government support available.
- d. Community Engagement: Cllr Multon reported that the group had held a meeting the previous week and that it had been agreed that we would continue to engage the services of John Wallet as designer of the newsletter. It had been agreed that the newsletter will

be printed and distributed before the period of purdah ahead of the election on 4 May. The newsletter will therefore go out in mid March. A request for articles, with suggestions, will be sent by Cllr Kane.

The member of the public left the meeting.

- e. Travel & Transport: Cllr Andrew reported that the last meeting was well attended.
- f. Mayoral Activities: Cllr Kane reported that he attended the ROAC lunch on Christmas day. He also attended a meeting with the master planners for the Garden City, worked with the Office and Yard working group on the contractor interviews and is working on the Community Engagement working group on the newsletter.

FC/01.23/10 Town Clerk Report: The council considered a previously circulated report from the Town Clerk, which is attached as **Appendix F**.

FC/01.23/11 Date and time of the next meeting: The next Full Town Council meeting is to be held on Monday 20 February 2023 at 7.30pm.

FC/01.23/12 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.

PART B

None

The Chair closed the meeting at 20.59

Appendix A

Cllr Mark Cory – Wivenhoe Town Council Report: 16.01.2023

Essex County Council matters:

1. Road Repairs/Roadworks:

Pothole Repairs:

Heath Road repairs have been complete, the trench and drain defects – however, a pothole nearby was not included!

Manor Road sink hole has been repaired, along with the pavement repairs, I am very happy with the work done here.

Colchester Road/Brightlingsea Road at the Traffic Light junction by the University remains marked up and waiting repair.

Station Road should have been completed – I have no update from ECC Highways as to why not as yet.

Highways Panel:

I met with the WTC Transport Group on Thursday 12th January and discussed local highways projects. We agreed upon priority projects and those that required Highways work separate of the panel.

Cycle Parking Project Phase 1 – is one the LHP agenda and is a high priority

Station Access via Clifton Terrace – in Feasibility Stage, remains a high priority

20 mph proposals – unclear at which stage in LHP – remains a high priority

HGV 24hr restrictions – this is a priority but should be covered by Highway Maintenance and not LHP.

2. ECC School Streets

Due to a lack of communication by ECC I lobbied for a further extension of the consultations for both Broomgrove and Millfield Schools – this was granted and the closing date was Friday 13th January 2023.

I sent out letters to Broome Grove and surrounding roads alerting residents and did the same for Millfields and the surrounding estate.

I also shared the consultation link via the Wivenhoe Community Noticeboard on Facebook multiple times and answered questions online.

This remains the very early stage of the project and once local views are collated, plans will begin to develop and I will share those as soon as possible.

3. 701 Bus Cancellation and new route

Following the announcement of the 701 route cancellation by Stephenson's, I had a number of contacts from worried parents. I have worked with a representative group of parents to explore ideas to provide an alternate service for Wivenhoe School children. I did contact Stephenson's to ask what options they could offer but they were unable to give any solution.

I set up a meeting with Community 360 in Colchester as I was aware of their mini-bus transport schemes – Cllr Kathleen Wenaden and Susan Macpherson joined me at the meeting and we were about to agree an outline plan to provide the same service via C360. I will continue detailed discussions with the Finance lead at C360, hopefully confirming details next week and following up with an offer to parents via a leaflet and online comms.

4. The Avenue Damaged Telegraph Pole

I have contacted ECC and UK Power Networks – UKPN, in order to find a solution. ECC have now directed me to UKPN explaining that it should be in a different position.

Colchester Borough Report:

5. Taylor Wimpey Broadfields Appeal

We await the decision which the Inspector committed to publishing by Wednesday 18th January 2023. Following that, we will know where we stand and how we need to engage with the next planning steps.

6. Cost of Living Support:

The Warm Spaces mapping site is now live: <https://www.colchester.gov.uk/cost-of-living-support/?id=&page=warm--welcoming--spaces>

7. Ferry Marsh:

The final in-person event is Saturday 14th January Royal British Legion Hall.

We have had 120 online responses so far and over 100 people have visited the face-to-face sessions. Feedback has been positive, and residents are pleased with possible future solutions put forward.

One problem remains; getting the consultation link on the Council website. I chased this Friday, following many attempts by me to get this fixed and failed promises from the Council. The officers have otherwise been very helpful and excellent supporting this engagement process. The link should be up on the website soon and more time will be given to complete the survey responses online. Cllr Burrows is enquiring about the EQIA undertakings for the survey, as it should have been on the website from the start.

8. Locality Budget

I have allocated funding to Broomgrove Infants Forest School project but have further funding outstanding. This will be allocated by the end of January – I will update on the other project my budget will support.

Appendix B

PUBLIC TRANSPORT REP'S REPORT JANUARY 2023

Peter Kay

*** Matters needing a response in red ***

BUS

I am about to finish the letter to First about service cuts (as agreed at last meeting). This has been difficult to compile in a non-angry manner owing to the great negativity of their actions!

The University Transport Officer has now secured a zoom meeting with First in four weeks time. I have sent some notes to her. I should not be visibly involved.

I have heard nothing further regarding the Brightlingsea - Norman Way school journeys since the initial emails from Cllrs Wenaden and Cory about Stephenson's withdrawal, to which I responded at some length. Accordingly I have been unable to pursue anything.

NIBS have taken over the Colne School ECC contract journeys from Stephenson's.

Does anyone know why the road repairs in Station Rd were not carried out despite them erecting no parking bollards at this point with a date specified? (Bus noise issue!).

The government-financed £2 max bus fare scheme is now in force until end March. Within Colchester it only affects those making just one single journey in a day who will pay £2 instead of £2.50. The principal impact here has really just been to cause more confusion to those still unclear about some of the aspects of the tap & cap system. There will then be more confusion in April when it ends!

RAIL

No less than 30 cars were in the station car park on Tuesday afternoon (this time without any of the free parking roads being blocked by works).

Following the Chronicle article on progress with the acquisition of Alresford station building, I contacted the parish council to seek further information. However (surprise surprise!) they report that GA and NR are causing further problems and that nothing has been agreed yet as to whether the purchase can be freehold rather than leasehold. Obviously the relevance of this to Wivenhoe (if and when anything is actually sorted out) will be regarding the possibilities of taking over the Wivenhoe station house, the last attempt on which failed due to GA falling into silence.

Re Paget Road, I don't think we have reported yet that our MP never did receive a response from the SoS Transport to the letter asking what his views were on NR now seeking by other means to overturn his own recent decision that the crossing should remain open. Instead DfT passed the letter on to DEFRA, who of course have no role in rail matters, and one 'Lord Benyon' replied explaining (= listing what we already knew about) the current situation and saying that they could not intervene with any public inquiry. So long as MPs are happy to put up with being run rings around by civil servants this sort of thing will never end.....

ECC & LOWER WIVENHOE 20mph ZONE

It is now 10 months since Cllr Cory asked ECC on our behalf to confirm whether the Zone has been legally brought into force since the last asking of the question in 2015, but no answer appears to have been received. Of course we also need to know *why* it has still not been, if that is the case.

TCBGC / RT

Who is keeping an eye on all this at CBC whilst Andrea is 'away'?

In late December the Gazette had a story that 'work' on the RT was to start on 16th January and that this would cause possible traffic delays during the daytime work period over several weeks. However it did not say what this work would be, or even where it would be! It read as if it was taken from an ECC press release (about the only source that the Colchester papers use these days anyway!) but this has not been confirmed. Examination of the Essex Roadworks Map shows no work relatable to this on any part of the RT route. *Therefore only a question to ECC could reveal anything.*

Appendix C

RFO Finance Report Update 31.12.2022 for December FTC

The system has been closed for December 22. Thanks to Cllr Kane who has checked the December accounts.

The £50,000 payment for the opening of the NSI account has now been refunded back into the bank.

£15 raised from selling hats has been transferred to the British Red Cross for the Ukraine.

b) Bank Reconciliations –

30/11/2022	Confirmed Bank Balances	£663,497
31/12/2022	Confirmed Bank Balances	£644,989

c) Payments – That the circulated Schedule of payments be approved. ~~£27,396.85~~ **£30,357.21** (See attached draft schedule)

d) Budgetary Control Reports are available on the system up to 31/12/2022

The council has received £457,897 (101%) of its budgeted income and spent £312,967 (71%) of its budgeted expenditure to date. Currently the predicted underspend is £50,000. As discussed, when the precept was approved this will go towards the Councils reserves.

Appendix D- See attached

Appendix E- See attached

Appendix F

Town Clerk's Report- Full Town Council Meeting 16 January 2023

1. Staffing: No update. Staff appraisal dates will be set for February.
2. Office & Yard-
 - A follow up meeting with the architect has been arranged for 18 January.
 - The staff met on 11 January and came up with a plan for how facilities and services will be managed during the redevelopment. A note has been circulated.
 - A prospective tenant for the first floor visited on 10 January. I will be getting an up to date market rent figure and further advice from Stanfords.
 - Further information has been provided as requested for the PWLB loan application
3. The Comms WG met on 10 January. The next newsletter will be in March. Cllr Multon will provide a full update at the meeting.
4. The Funding WG is meeting on 20 January to discuss progress on grant fund applications with the Funding Officer.
5. The Health & Wellbeing WG is meeting on 17 January.
6. I am attending training with Andrew Weavers, CCC, on elections on 24 January. I will circulate a note.
7. I am in Leicester from 7-9 February for my course.

