



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Wednesday 29 March 2023 at 7.00pm **Chair Approved**

Present: Cllr Aldis (Chair), Cllr Evans, Cllr Multon, Cllr Boughton, Cllr Maltby and Jo Beighton-Emms, Town Clerk.

Public Questions: None.

	PART A
E03.23.01	<u>Apologies for absence:</u> Cllr Andrew and Cllr Burke
E03.23.02	<u>Declarations of Interest:</u> None
E03.23.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 11 January 2023 were proposed by Cllr Boughton, seconded by Cllr Evans, and approved as an accurate record of proceedings.
E03.23.04	<u>Estates Team Reports:</u> The committee considered a previously circulated Open Spaces Report which is attached as Appendix A . The committee considered a previously circulated Properties Report which is attached as Appendix B . It was agreed that the condemned heater at the WLH should be replaced like for like. This was proposed by Cllr Maltby, seconded by Cllr Boughton with all in favour. The accident which caused damage to the old cemetery wall was discussed. It was agreed that the fallen bricks and coping stones would be stored elsewhere until the wall is repaired.
E03.23.05	<u>Insurance Claim- Tree on High St Car Park</u> The Chair updated further to the debate at the Estates Committee meeting held on 11 January 2023. A statement will be drafted, and the matter will be considered at the next Full Town Council meeting.
E03.23.06	<u>Consideration of the Community Day application process and a Community Dap application.</u> The Community Day application from the Woodcraft Folk for a table- top sale and Ceilidh on 20 May 2023 at the WLH was proposed by Cllr Boughton, seconded by Cllr Multon and approved by all. It was agreed that this process needs to be advertised once again to generate interest from groups which may not be aware of it and haven't applied previously.

E03.23.07	<p><u>Fisherman's Store Agreement- Renewal date 12 April 2023.</u></p> <p>It was agreed that a further agreement would be signed with the Bike Kitchen for continued use of the Fisherman's Store and that the rent would be increased to reflect increases for the hire and use of other WTC facilities. This was proposed by Cllr Evans, seconded by Cllr Boughton with all in favour.</p> <p>The councillors agreed that alternative uses for this facility need to be looked at.</p>
E03.23.08	<p><u>PROW Application</u></p> <p>A previously considered PROW application collated by Wivenhoe Society was agreed and will be submitted to ECC.</p>
E03.23.09	<p><u>Chapel Museum- Sub Committee: Report from Cllr Multon</u></p> <p>Cllr Multon reported that the group are getting the museum ready for opening in May.</p> <p>A form regarding donation of items to the museum has been agreed.</p>
E03.23.10	<p><u>Allotments:</u> No update</p>
E03.23.11	<p><u>Skatepark WG:</u> The contract has been agreed and is to be signed.</p>
E03.23.12	<p><u>Old Cemetery Wall WG:</u> A further meeting needs to be arranged to consider options set out by a company that has approached WTC.</p>
E03.23.13	<p><u>Council Properties & Open Spaces: To receive updates:</u></p> <ul style="list-style-type: none"> a) <u>Council Offices & Yard</u>- No further update b) <u>Police Houses</u> – No further update c) <u>William Loveless Hall</u> -No further update d) <u>Pavilion</u>- No further update e) <u>KGV</u>- No further update f) <u>Cemeteries</u>- No further update
E03.23.14	<p>Date and time of the next meeting: It was agreed that the next Estates Committee meeting will be held at 7.30pm on Wednesday 31 May 2023.</p>

The Chair closed the meeting at 19.28.

Appendix A

Open Spaces Manager's Report

1. He is now planting in the Sensory Garden. The construction works are complete.
2. He is obtaining quotes for resurfacing areas of the KGV play area.
3. The old skate park will be dismantled the week beginning 17 April ready for works to start on 24 April.

Appendix B

Estate's Properties Report

WLH

Annual gas safe checks booked in for 20th March.

Front office relocation to lobby.

Council Offices

The building has been emptied; refurbishment works underway.

Car Park and toilets

Annual electrical inspection now complete.

Potholes are to be filled this month as weather conditions improve.

Police Houses and shop

Replacement windows complete.

Pavilion

63amp power supply to field being researched and quoted for to allow for coffee cart and future lighting for KGV footpath and outdoor events.

Yard and Outbuildings

Pedestrian access to outbuildings only, minibus relocated to WLH carpark.

Cemetery chapel and toilet

Old cemetery wall has been made safe after collision, bricks are being cleaned ready for storage.

Awaiting insurance Asser.

Fisherman's store

Electrical test failure due to remote power pole, one quote received (£1880) awaiting second.

Quay shelter

Nothing to report.

Miscellaneous