



## Wivenhoe Town Council

**MINUTES** of the Full Town Council meeting held in the Wyvern Room, William Loveless Hall on Monday 17 July 2023 at 7.30pm **CHAIR APPROVED**

Present: Cllr Multon, Cllr Aldis, Cllr Boughton, Cllr Evans, Cllr Widgey, Cllr Burke, Cllr Guy, Cllr Maltby, Cllr Wenaden, Peter Kay (Public Transport Representative), Emma Buckley (RFO), Jo Beighton-Emms (Town Clerk) and 1 member of the public for interview for co-option.

Public Questions: None

### PART A

FC/07.23/01 Apologies for absence: Cllr Andrew, Cllr Luxford-Vaughan, Cllr Kane, ECC Cllr Cory and CCC Cllr Burrows.

FC/07.23/02 Declarations of interest: None.

Cllr Multon reported that Cllr Kane has resigned with immediate effect. This was for a variety of reasons. Cllr Multon said that Cllr Kane had been a great asset to the council providing wisdom and experience on finances and having an excellent mayoral year.

FC/07.23/03 Minutes of the previous meeting: The minutes of the meeting held on 19 June 2023 were proposed by Cllr Burke, seconded by Cllr Boughton and approved as an accurate record of proceedings.

FC/07.23/04 Reports from Members of County and City Councillors & Public Transport Representative;

- a) A report had not been provided by ECC Cllr Cory.
- b) A report had not been provided by CCC Cllr Burrows or Cllr Luxford-Vaughan.
- c) The councillors considered a previously circulated report from Peter Kay, Transport Representative which is attached as **Appendix A**.

Cllr Evans asked if Mr Kay had any further information about the Spin Bike Scheme as the hire rate is 23p per minute which is expensive and he wanted to know if it was a not-for-profit scheme. Mr Kay did not have any further details. Cllr Evans will make direct enquiries.

FC/07.23/05 Co-Option

Cllr Multon introduced David Hutchings to the councillors and explained that the councillors would ask Mr Hutchings a number of questions following which there would be a debate and vote.

Mr Hutchings provided some background information about himself.

The councillors then asked in turn a number of questions about his experience and why he wanted to join the council.

Mr Hutchings left the meeting whilst the councillors debated.

Cllr Multon proposed that David Hutchings was invited to join WTC as a councillor. This was seconded by Cllr Burke, with all in favour.

Mr Hutchings was invited back into the meeting and Cllr Multon informed him of the outcome of the vote. Mr Hutchings thanked the councillors and observed the rest of the meeting. The Town Clerk said that she would arrange to meet with him for his papers to be signed.

FC/07.23/06 Proposal from Cllr Multon- That the council agrees to house the Wivenhoe chickens in an enclosed shelter in the Jubilee Garden, subject to a consultation with immediate neighbours, and on the basis that the chickens will remain the sole responsibility of the group currently looking after them, not WTC.

Cllr Multon explained that an agreement would be drawn up between the group and WTC. Cllr Maltby asked what concerns there had been from the neighbouring residents. Cllr Multon explained that these had been largely those raised by the councillors, such as the proximity to the garden fences, noise, pests such as rats and security. He said that he was satisfied that the queries had been satisfactorily answered by the group, as they clear an uneaten food and check on the chickens twice a day. They have never had an issues with rats or fowes before.

Cllr Burke asked if they needed a separate shed as they currently have. Cllr Aldis said they had been offered an area of 4m squared maximum. It was agreed that the neighbouring residents would be contacted after six months for feedback. The group need to fundraise for the new coop so a date has not as yet been agreed.

Cllr Multon made the proposal, which was swconded by Cllr Aldis. The vote was carried in favour, with the exception of Cllrs Widgery and Burke, who voted against and asked that their votes were recorded. They did not like that the chickens were not free range and Cllr Widgery said that there would be too much noise.

#### FC/07.23/07 Committees:

a)Planning: Cllr Burke reported that she will be querying the decision made regarding The Nook.

Also, that the committee had not been informed about the decision regarding Hewthorn. This has been queried with Karen Syrett, CCC Planning, who has been invited to the next meeting.

Regarding the decision by CCC not to agree to vary the S106 agreement on the Dinghy park Cllr Burke reported that this is not the end of the matter and that she will be asking James Ryan, CCC Planning, to attend a meeting to discuss it further. Cllr Aldis said that this had been a disappointment and was perhaps a political decision. Cllr Multon said that he was reporting on behalf of Cllr Cory (as he wasn't in attendance) that Cllr Cory was disappointed with the level of mistrust and that he had not requested the call-in on this matter. Cllr Multon said that it was important to mian a good relationship with the CCC Councillors.

Cllr Burke said that the matter had not been handled well and WTC should have been notified. Cllr Multon suggested a meeting with Cllr Cory. Cllr Boughton had viewed the meeting online and said that it was clear that the CCC Planing Committee were not aware of the full detail.

b) Finance & Personnel: A meeting needs to be arranged. A new Chair needs to be appointed.

c) Environment: The councillors considered an update from Cllr Evans which is attached as **Appendix B**.

d) Estates: Cllr Aldis reported on:

- i. Wivenhoe Chickens- See above.
- ii. The Oak Tree in the High Street Car Park- matter to be referred back to the insurers following further advice received from an expert.
- iii. The Pavillion- The leaseholders have requested to build an extension. The Town Clerk will be applying to Fields in Trust for permission.
- iv. Garage for sale by CCC- The matter is subject to an insurance claim from a neighbouring property and so is for WTC on hold.
- v. The Fisherman's Store- Cllr Aldis had met with a resident who wants to run a business there. Cllr Aldis has requested a business plan from her.
- vi. Pontoon- A resident is making enquiries about an extension to the pontoon. A meeting with him will be arranged.
- vii. KGV Dog Walking Area- Plans were considered to fence off the area. This had been agreed.

FC/07.23/08 RFO Update: (This item was dealt with following item 4)

- a) The council considered a previously circulated RFO Report, which is attached as **Appendix C**. The RFO reported that she needs further discussion with councillors on insurance for the rgalia and also on subsidence cover.
- b) The council considered a previously circulated list of payments, which is attached as **Appendix D**. The payments were proposed by Cllr Boughton, seconded by Cllr Burke and approved by all for payment.
- c) The council considered a previously circulated Bank Reconciliation, which is attached as **Appendix E**. The Bank Reconciliation was proposed by Cllr Boughton, seconded by Cllr Buke and approved by all.
- d) The RFO confirmed that the budget was up to date.

FC/07.23/09 Working Group Reports:

- a. Office & Yard: The RFO reported that more work needs to be done on the final budget for the project. Cllr Aldis will be meeting with her and the accountant.
- b. Health & Wellbeing: The group are planning the Community Day on 16 September. Next meeting on 31 July.
- c. Community Engagement: Cllr Guy reported that the newsletter will be distributed soon. Cllr Multon reported that at the next meeting the WG will be working on a Communication Policy.
- d. Travel & Transport: The Town Clerk reported that she had met with Cllr Andrew to consider quotes for the bike racks. These will be put to the WG at the next meeting.
- e. KGV Electricity Installation: Agreed that this group should report to Estates.

- f. Car parks & Market: The Town Clerk reported that a meeting was needed regarding plans for the car parks.
- g. Children & Young People: Cllr Wenaden reported that she had attended a meeting at the Youth Hub. It was disappointing that it was not well attended. Cllr Burke said that she was disappointed that HAF funding had not been obtained for Wivenhoe.
- h. Mayoral Activities: The council considered a previously Circulated report which is attached as **Appendix F**. Cllr Multon added that he had attended the graduation ceremony at the University of Essex that afternoon.

FC/07.23/10 Town Clerk Report: The council considered a previously circulated report from the Town Clerk, which is attached as **Appendix G**.

FC/07.23/11 Date and time of the next meeting: The next Full Council meeting will be held on Monday 21 August 2023 at 7.30pm.

FC/07.23/12 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 21.38.

## **Appendix A**

### **WTC REPORT JULY 2023**

#### **PETER KAY PUBLIC TRANSPORT REP**

##### **BUS**

I have got to go through the Colchester Masterplan material from a bus viewpoint, by 30<sup>th</sup> July. (Is anyone checking it on other possible Wivenhoe-related issues?).

A new hourly First Colchester - Stansted service starts on 23<sup>rd</sup> July. Fare £2 single thanks to the government scheme.

##### **RAIL**

Ticket Office closures consultation – Whilst there has been much noise about this nationally, it must be understood that some very big stations are included in this, and it is very unlikely that Wivenhoe, with its much reduced usage now, will be spared. It is not really clear how this scheme will reduce costs at a typical one-staff-member station (although at Wivenhoe the abolition of the Mon-Sat late shift will reduce staff from 2 to 1 – this is really a separate

thing as the late shift has only been retained here so that someone was present to see trains off because of the r/h/curved platform, which is now unnecessary with the drivers' cameras on the new units).

In many cases including here it would seem that the rational place to have the new staff member will be inside the ticket office anyway, except they would presumably go out onto the up platform during the 20 mins each hour when the trains arrive, to assist passengers in buying tickets from the machine. Erecting a new hut to 'house' them all day on the up platform would not achieve much, and would involve extra costs in moving equipment.

It is difficult to make comments without knowing more about exactly what is intended here (which they probably haven't thought about yet anyway). Our response will therefore have to be drafted more as questions.

There are of course already rail industry discussions on abolishing card tickets anyway.

TCBGC DPD / RTS

As anticipated last month, I submitted a DPD consultation response under my own name, as well as assisting with the WTC response. On the public transport front the DPD is defective in failing to show details of the RTS, as required in the adopted Section One; especially in the section within the GC where even the route is quite unknown.

The official TCBGC Community Liaison Group's response has demonstrated their unfamiliarity with some basic aspects of the current situation, and proposes an extraordinary 'alternative' to the ECC RTS scheme, consisting of one bus going round a big loop in one direction only, so that e.g. it would take 45 mins to get from the town centre to the Hospital! In any case it is now too late to talk about alternative schemes other than east of Greenstead roundabout, as work is already under way on the ECC scheme on some sections between North Colchester and Greenstead roundabout, and will soon follow on the rest. There are still no full plans completed of what is to be done at the roundabout itself, or on the inward bus lane from the Knowledge Gateway junction.

I would suspect that the work being done will suffice to let the RTS run punctually in normal traffic conditions, just as the current P&R service has, but not at disaster times like A12 closures / single lane road works / road closures after accidents. North Station and East St being the most vulnerable spots.

## Appendix B

**27th June.** Met with Annie Gordon of EWT to look at developments by Taylor Wimpey and Vaughan & Blyth. As consultee, Annie was able to see the potential of good integration of surrounding habitat into new developments to extend habitats/corridors into the developments themselves. She has recommended that the Developers work with Wiv Biodiversity Group to that end.

**29th June.** ECC filming day for Climate Focus Areas, of which we have been chosen as one. Final edit yet to be done, but all good publicity. Some controversy over leaky dams and eventually "Climate Czar" Peter Schwier failed to materialise.

Liaison continues between Tarmac and Chris Coase at Glebelands but Chris is still unhappy with poor disclosure.

**30th June.** Hythe Task Force. 20 mins late to meeting to hear the back end of a presentation from AW which featured very expensive pumps and valves as possible solutions. Convinced now that AW are trying to sidetrack the whole process. I spoke earlier in the week with Dr Tom Cameron (and since with William Coulet of ExoEnviro) about a solution which simply diverts flood water onto nearby marshes at Hythe lagoons and possibly below Essex Uni. Also water driven pumps to slowly pump water out of redundant storage tanks and attenuation ponds to create capacity for storms and high tides.

Also corrected Mike Lilley's assertion that £50k voluntary contribution from Beyond the Box was to pay for consultancy of exploring solutions to flooding; NOT toward a pump.

Shaun, Graham Robertson and I will have a separate audience with Will Quince prior to next Task Force.

**1st July.** Audience with Jolyon Maugham, author of book Bringing Down Goliath and founder of the Good Law project. Have bought book for interesting and inspiring stories on how to take on corporate bullies and win...

**7th July.** Attended workshop on Water Quality in the Colne. Network of locals will take regular samples from the Colne and Essex Uni will monitor and publish results. Need sponsorship for more testing. Sailing community (thanks to Megan Klanbunde) very supportive. \*\*

**11th July** attended seminar on Water Harvesting. Essentially a sales pitch for Graf but very thought provoking. Need to get Affinity Water down here for water saving/harvesting workshop.

Appendix C

### ***RFO Finance Report Update for July FTC***

The system is closed upto 30.06.2023

Insurance – Update to follow.

The AGAR has been submitted and has been acknowledged as received this week from the external auditor. The Notice of Public Rights has been uploaded onto our website and is also on the noticeboards in the town. The dates for the public rights are 29<sup>th</sup> June to 9<sup>th</sup> August.

Internet for the staff, supplied by SYS3 is being installed in the WLH this week. We will still have Colchester fibre supplying the public internet.

A VAT claim has been submitted; this has already been paid into the bank for the period from April to 30<sup>th</sup> June 2023.

The Unity 90-day fixed term savings account for the PWLB loan funds has ended. We have received £2,940 interest. Maurice and I are working on a cash flow sheet and will be holding the maximum total of funds in the bank account with the highest interest rate. Currently Unity is the highest rate at 2.6%.

#### **b) Bank Reconciliations – (April, May & June have been checked and confirmed accurate by Cllr Maltby)**

30/04/2023	Confirmed Bank Balances	£1,169,799
31/05/2023	Confirmed Bank Balances	£1,035,674
30/06/2023	Confirmed Bank Balances	£839,570

Due to concerns about cashflow and payments due, transfers from the NSI (£40,000) and Co-op savings account (£150,000) have been made this month into the main Co-op account.

- c) Payments** – That the circulated Schedule of payments be approved. ~~£247,060.94~~ **£273,290.77**  
**(Updated 17.07 & including Payroll & DD figures) (Including £179,247.37 (due 19.07.2023) to Cadman for the Office & Yard Development & £57,277.84 (Due 31.07.2023) to A1 Skateramps for the skatepark (See attached draft schedule)**

**d) Budgetary Control Reports -**

The budget report is up to 30.06.2023. This year's budget report totals will be including the transfers to and from EMR. We are now able to complete the EMR transactions when they occur, we have previously made these movements as part of the year end process.

Total budget income total is £226,022 - 46% of annual budget (Actual income is £729,592 less £503,570 to EMR)

Total budget expenditure is £103,865 - 22% of annual budget (Actual expenditure £390,742 less £286,877 from EMR)

**Appendix D- See attached.**

**Appendix E-See attached.**

**Appendix F**

**Mayor's Report**

Back in June I joined the Mayors of Colchester & Mersea, Cllr. Cory and many others to witness the 16 Air Assault Brigade's Freedom Of Colchester Parade, accompanied by a particularly jolly rendition of Ride of the Valkyries by the military band.

As the month waned into July, I took the train to Clacton to attend the AGM of the North Essex and Tendring Grassroots charity. They provide small grants to diverse deserving causes that successfully apply. I hope to promote them via the newsletter, so they might find new sponsors, and also that Wivenhoe groups might seek their assistance. Alderman Bob Needham and former Cllr. Cyril Liddy also attended, and I also met the Mayor of Brightlingsea there..

Two days later the setting what quite different at the University of Essex annual AGM & Summer Reception, including a talk on working with the local community (which currently appears to be very Greenstead-focussed).

I also managed to squeeze in a visit to the Jubilee Garden with David Toube and Maureen Gray to discuss matters most fowl (more of this elsewhere).

July opened with afternoon tea at the Congregational Church, where my wife, Ildiko, and I enjoyed chatting with other guests there, and debated the nature of civilization.

**Appendix G**

**Town Clerk's Report- Full Town Council Meeting 17 July 2023**

1. Staffing: No update.
2. Office & Yard-
  - The next monthly meeting with the contractor and the architect will be held on 19<sup>th</sup> July.
3. The Health & Wellbeing WG held a meeting on 4<sup>th</sup> July, and we are now planning a Community Day on 16<sup>th</sup> September.

4. The Funding WG is met on 13 June and discussed the Funding Officer role.
5. The Comms WG are working on the next newsletter to be published in July.
6. As agreed at the June Planning Committee meeting, I have instructed a solicitor to advise on the S106 agreement for the transfer of land for new allotments.
7. Works on the skatepark started on 3 July following further meetings and solicitor's advice.