



# WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Tim Multon ~ Town Clerk: Jo Beighton-Emms  
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7 November 2023

Sir/Madam,

A meeting of the Estates Committee will be held on Monday 13 November 2023 at 7.30pm in the Council Chamber, Council Offices, 77 High Street, Wivenhoe for consideration of the business set out below.

If you are a member of the public who would like to attend the meeting, please contact the Town Clerk.

Yours faithfully,

Jo Beighton-Emms  
Town Clerk

## AGENDA

**Public questions:** are invited prior to the start of the meeting for a maximum of 10 minutes and limited to 3 minutes per person at the discretion of the Chair.

### PART A

1. **Apologies for absence:** To receive apologies.
2. **Declarations of interest:** To receive any pecuniary and non-pecuniary interests relating to items on the agenda.
3. **Minutes of the previous meeting:** To approve the minutes of the meeting held on 9 October 2023
4. **Estates Team Reports:** To receive reports from the Properties Manager and the Open Spaces Manager.
5. **Option for burial plots-** Update from Jim Young
6. **Consideration of Community Day Applications-** Previously circulated.
7. **Pavilion Structure Request-** Update from the Town Clerk
8. **Parcel of Land at the WLH-** Update from the Town Clerk

9. **Letter from St Mary's Church-** Previously circulated
10. **Emergency Plan-** Cllr Aldis
11. **Long Term Management Plan for WTC's estate-** Cllr Aldis
12. **Chapel Museum- Sub Committee:** Report from Cllr Aldis
13. **Allotments-** Report from the representative.
14. **Council Properties & Open Spaces:** To receive updates:
  - a) Council Offices & Yard
  - b) Police Houses
  - c) William Loveless Hall
  - d) Pavilion
  - e) KGV
  - f) Cemeteries
15. **Date and time of the next meeting;** To be agreed.
16. **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