



# WIVENHOE TOWN COUNCIL

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

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20 December 2023

Sir/Madam,

A meeting of the Estates Committee will be held on Wednesday 3 January 2024 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 11 December 2023
4. **Estates Team Reports:** To receive reports from the Properties Manager and the Open Spaces Manager.
5. **Oak Tree in the High St car park-** An update
6. **Proposal for the Pontoon-** Update from Cllr Burke
7. **Youth Hub** – Update from the Town Clerk on the request to build an additional structure.
8. **Community Day Applications-** (Previously circulated)

9. **Recommendations from the Biodiversity Group on the Green Spaces Project-** (Previously circulated and considered by the Environment Committee on 13 December 2023)
10. **Long Term Management Plan for WTC's estate-** Cllr Aldis
11. **Chapel Museum- Sub Committee:** Report from Cllr Aldis
12. **Allotments-** Report from the representative.
13. **Council Properties & Open Spaces:** To receive updates:
  - a) Council Offices & Yard
  - b) Police Houses
  - c) William Loveless Hall
  - d) Pavilion
  - e) KGV
  - f) Cemeteries
14. **Date and time of the next meeting;** To be agreed.
15. **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