



WIVENHOE TOWN COUNCIL

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

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12 March 2024

Sir/Madam,

A meeting of Wivenhoe Town Council will be held at the Council Offices, 77 High Street, Wivenhoe at **7.00pm** on Monday 18 March 2024 for consideration of the business set out below.

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

Yours faithfully,

Jo Beighton-Emms
Town Clerk

AGENDA

A reminder to the Chair to notify attendees of the location of the fire exit and the assembly point by the WTC noticeboard located at the front of the Council Offices.

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 Mayor.

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 previous meeting: To approve the minutes of the meeting held on 19 February 2024.

4. Reports from Members of the County, City Councils & Public Transport Representative:
 - a. Essex County Councillor; M. Cory.
 - b. Colchester City Councillors; M. Cory, M Burrows and A. Luxford-Vaughan.
 - c. Peter Kay- Public Transport Representative

5. Update on the Tendring Colchester Borders Garden Community DPD-Cllr Luxford-Vaughan

6. Proposal by Cllr Multon- That 'Wivenhoe Town Council offers space at either the Bike Kitchen / Fisherman's Store or in the High St Car Park for the Bike Kitchen / Transition Town Wivenhoe to locate 2 rentable e-cargo bikes in a lockable storage facility. This agreement is subject to confirmation of who is responsible for ongoing costs and management of the bikes; the Fisherman's Store location is also subject to the canoe rack being relocated on the dingy park (with all required permissions granted)'

7. Committees:
 - a. Planning: An update from the Chair on the meeting held on 5 March 2024.
 - b. Finance & Personnel: An update from the Chair on the meeting held on 12 March 2024.
 - c. Environment: An update from the Chair on the meeting held on 6 March 2024.
 - d. Estates: An update from the Chair on the meeting held on 11 March 2024.

8. RFO Update:
 - i. RFO Report
 - ii. Approve list of payments and receipts previously circulated.
 - iii. Approve the Bank Reconciliation.
 - iv. Budget Control Report

9. Working Groups:
 - a) Health & Wellbeing
 - b) Community Engagement

Proposal by Cllr Guy- For WTC to agree the following:

- I. The purpose of the Wivenhoe Town Council Newsletter is to inform Wivenhoe residents of the following:
 - a. WTC work, projects, events and services
 - b. Other relevant local authority services
 - c. Wivenhoe community groups and events
- II. Each article must have a councillor by-line.

- III. Articles should focus on facts and information rather than expressing personal opinions. Newsletter content should remain neutral unless the council have declared a position on a specific issue.
- IV. Any consultations in the newsletter must be on behalf of the council and not any third-party groups or organisations.
- V. Proposed content will be shared with all councillors in draft form prior to final editorial signoff.
- VI. No editorial decisions will be made via email.
- VII. All councillors are invited to send comments (including amendment requests or objections) to the Town Clerk for discussion at the final editorial meeting of the Community Engagement working group. Councillors are also welcome to make personal representation at editorial meetings.
- VIII. The editorial decisions of the working group are final.

- c) Travel & Transport
- d) Carparks & Market
- e) Children & Young People
- f) Sporting Trust
- g) Funding- Report from the Funding Officer (Previously circulated)
- h) Wivenhoe Community Trust- Report from Cllr Hutchings (Previously circulated)
- i) Mayoral Activities- A report from Cllr Multon

10. Town Clerk's Report: (Previously circulated)

11. Date and time of the next meeting: The next meeting will be held on Monday 15 April 2024 at 7.00pm.

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