



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Tim Multon ~ Town Clerk: Jo Beighton-Emms
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7 May 2024

Sir/Madam,

A meeting of the Estates Committee will be held on Monday 13 May 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

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.

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 8 April 2024
4. **Estates Team Reports:** To receive reports from the Properties Manager and the Open Spaces Manager, to include an update on the following:
 - a) Council Offices & Yard- See Part B.
 - b) Police Houses -See Part B
 - c) William Loveless Hall – Including approval of the terms and signatories of the Enovert Agreement for grant funding and an update on quotations for works.
 - d) Pavilion- See Part B

- e) KGV
- f) Cemeteries – including update from U&M Group and a quotation for a GPR survey.
- g) High Street Car Park

- 5. **Working Group Update-Long Term Management Plan for WTC's estate;** - Cllr Aldis
- 6. **Chapel Museum- Sub Committee:** Report from Cllr Aldis and quotation for signage.
- 7. **Allotments-** Report from the representative.
- 8. **Date and time of the next meeting;** The next meeting will be held on Monday 10 June 2024 at 7.30pm.
- 9. **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

- 10. **Pavilion Lease-** Rent Review Update
- 11. **81a High Street:** Tenancy Agreement Update.
- 12. **First Floor Council Offices**