



# WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Denise Burke ~ Town Clerk: Jo Beighton-Emms  
77 High Street, Wivenhoe, Essex CO7 9AB  
Tel: 01206 822864 [www.wivenhoe.gov.uk](http://www.wivenhoe.gov.uk) [enquiries@wivenhoe.gov.uk](mailto:enquiries@wivenhoe.gov.uk)

6 August 2024

Sir/Madam,

A meeting of the Estates Committee will be held on Monday 12 August 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 and for councillors to accept those 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 July 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
- d) Pavilion
- e) KGV
- f) Cemeteries
- g) High Street Car Park

5. **Community Day Application:** Previously circulated
6. **Review of the Community Day Application Form-** Cllr Aldis
7. **Mede Way Grant Application**
8. **Update on the meeting with CCC Officers re acquisition of land-** Cllr Multon
9. **Dinghy Park S106 Variation**
10. **Working Group Update-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. **Date and time of the next meeting:** The next meeting will be held on Monday 9 September 2024 at 7.30pm.
14. **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

15. **Police Houses & Shop-** Update from the Town Clerk
16. **First Floor Offices-** Update from the Town Clerk
17. **Office Redevelopment –** Update from the Town Clerk