



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 8 July 2024 at 7.30pm **Chair Approved**

Present: Cllr Aldis (Chair), Cllr Multon, Cllr Guy, Cllr Maltby, Cllr Burke and Jo Beighton-Emms, Town Clerk.

Public Questions: None

	PART A
E07.24.01	<u>Apologies for absence:</u> Cllr Boughton, Cllr Hailes-Morley and Cllr Maltby. Their apologies were accepted. Jim Young and Andy Hearn were not present.
E07.24.02	<u>Declarations of Interest:</u> None
E07.24.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 10 June 2024 were proposed by Cllr Guy, seconded by Cllr Multon and approved as an accurate record of proceedings.
E07.24.04	<u>Estates Team Reports:</u> The councillors considered a report from Andy Hearn which is attached as Appendix A. a) <u>Council Offices & Yard:</u> No update. b) <u>Police Houses:</u> See Part B c) <u>William Loveless Hall:</u> Noted. Waiting on transfer of ownership of the new lighting to WTC. d) <u>Pavilion:</u> See Part B. e) <u>KGV:</u> Jim had confirmed that grass cutting is underway and the fencing for the dog walking area is complete. f) <u>Cemeteries:</u> The contractors for works to the old cemetery wall have been booked for August. The councillors discussed the sign for the Chapel Museum. Cllr Multon suggested that the crest appears in the gold box. He will share a proposed design. g) <u>High Street Car Park:</u> Noted
E07.24.05	<u>Community Day Applications:</u> <ul style="list-style-type: none">• The councillors considered an application from Wivenhoe Lego Group and agreed that it met the criteria. It was approved.• The councillors considered an application from Wivenhoe Society for a Christmas Craft Fair. They agreed that it met the criteria and it was approved. The group will be asked to mention in their newsletter that this was a Community Day approved by WTC.

	It was agreed that the form should be reviewed as applications are being considered from the same groups each year and WTC would like to consider applications from less established groups.
E07.24.06	<u>Sign at the High St Car Park- Cllr Multon</u> Cllr Multon reported that Phil Long had contacted WTC and asked if the map at the High St car park could be replaced by the Wivenhoe earthquake sign, he is creating. Cllr Multon suggested that a sign of a town map is still a good idea and that the Comms. WG could take this forward. This was agreed.
E07.24.07	<u>Youth Hub- Garden Area</u> A plan for a garden area has not yet been received. The Town Clerk will chase.
E07.24.08	<u>Working Group Update-Long Term Management Plan for WTC's estate: Cllr Aldis</u> A meeting is required. Cllr Maltby would like to attend to include discussion on the climate crisis. The Funding Officer to also be invited. Date to be agreed.
E07.24.09	<u>Chapel Museum- Sub Committee: Report from Cllr Aldis and quotation for signage.</u> Footfall has increased and more volunteers are needed. Andy Hearn to be informed that the large screen needs an arm to move up and down.
E07.24.10	<u>Allotments: Report from the representative.</u> The next inspection is on 9 July.
E07.24.11	<u>Date & time of next meeting-</u> It was agreed that the next meeting will be held on Monday 12 August 2024 at 7.30pm.
E07.24.12	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

E07.24.13 Police Houses

E07.24.14 First Floor Offices- Update from the Town Clerk

The Town Clerk holds a note of this part of the meeting.

The Chair closed the meeting at 21.24

Appendix A

Estate's properties report 8/7/24.

WLH

Stage lighting, awaiting transfer of assets to WTC letter.

Solar install starting 22 July for two days.

Two quotes received for internal lighting, awaiting third.

Council Offices

Nothing to report.

Car Park and toilets

Car park streetlamp reconnection- an engineer has now visited the site although a date for connection hasn't been given yet.

Police Houses and shop/office

5 year periodic testing has been completed, minor works required to bring up to current regulation.

Pavilion

5 year periodic satisfactory although recommendations to remove boxing in of consumer units completed during recent building works.

Request for steel plating to be installed due to rat infestation, the lease only requires us to keep the wall water and wind tight. I am currently looking at other options that are more cost effective to help with the situation.

Yard and Outbuildings

Nothing to report.

Cemetery chapel and toilet

Old cemetery wall, contractors booked for August for the first stage.

Chapel signage update.

Fisherman's store

Electrical meter installed and post condemned due to melted fitting, supply turned off until fishermen make contact as electrical safety needs addressing. Quote to fix £180.

Quay shelter

Nothing to report.

Miscellaneous

Skate Park progress update- materials now on site in secure compound.

Dog area complete.