



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 12 August 2024 at 7.30pm **Chair Approved**

Present: Cllr Aldis (Chair), Cllr Multon, Cllr Boughton, Cllr Maltby, Cllr Burke, Cllr Hailes-Morley, Jim Young (Open Spaces Manager) and Jo Beighton-Emms, Town Clerk.

Public Questions: None

	PART A
E08.24.01	<u>Apologies for absence:</u> Cllr Guy and Cllr Evans. Their apologies were accepted. Andy Hearn (Estates Properties Manager) was not present.
E08.24.02	<u>Declarations of Interest:</u> None
E08.24.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 8 July 2024 were proposed by Cllr Multon, seconded by Cllr Burke and approved as an accurate record of proceedings.
E08.24.04	<p><u>Estates Team Reports:</u> Jim young provided a verbal update:</p> <ul style="list-style-type: none"> • Trees have been cut back as necessary in the old cemetery • There has been a request to cut back trees at the allotments by a plot holder. It was agreed that the cost was prohibitive and the trees did not need to be cut at this time. • A complaint has been received from 81 High St regards the smell from the bins used by the nursery. It was agreed that the bins would be relocated for now and a base would be built by the minibus garage for them to be located. The Town Clerk will inform the nursery. <p>The Town Clerk reported on the following:</p> <ol style="list-style-type: none"> a) <u>Council Offices & Yard:</u> See Part B b) <u>Police Houses:</u> See Part B c) <u>William Loveless Hall:</u> The solar panels have been fitted. d) <u>Pavilion:</u> Jim Young will look at the issue with the drain. e) <u>KGV:</u> No update. f) <u>Cemeteries:</u> Waiting for a date for the works to start to the wall. g) <u>High Street Car Park:</u> Cllr Burke said that the council needs to revisit the previous proposal to introduce car park charges. A meeting of the working group will be arranged.
E08.24.05	<p><u>Community Day Application:</u></p> <ul style="list-style-type: none"> • The councillors considered an application from Moving Image and agreed that it met the criteria. It was approved. <p>The Town Clerk will ask the group to say that WTC have provided the venue for free as a Community Day in any of Moving Image’s advertising for the event.</p>

E08.24.06	<p><u>Review of the Community Day Application Form- Cllr Aldis</u> Cllr Aldis suggested a change of wording to the Community Day application form to reflect that WTC does not guarantee approval of repeat applications as WTC retains the right to share community facilities equitably amongst our community and encourages new community enterprises.</p> <p>It was suggested that the Community Fund application form should state the same.</p> <p>The Town Clerk will update the Community Day form and speak to the RFO about the Community Fund form.</p>
E08.24.07	<p><u>Mede Way Grant Application</u> The Town Clerk reported that a grant funding application is being submitted to Enover Trust for the Mede Way playpark redevelopment project.</p>
E08.24.08	<p><u>Update on the meeting with CCC Officers re acquisition of land- Cllr Multon</u> Cllr Multon provided an update regarding a positive online meeting with Cllr Cory, Cllr Burke and CCC officers. This was to discuss the transfer of land opposite Mede Way to WTC. Their enquiries into the transfer are ongoing. They did ask that WTC conducts a desktop study of the land. The Town Clerk will make enquiries with an architect.</p>
E08.24.09	<p><u>Dinghy Park S106 Variation</u> The councillors discussed the possibility of obtaining a variation to the S106 agreement for the Dinghy Park to allow for the canoe rack to be located there. It was agreed that a second rack would be added. It was agreed that the first step would be for an audit of the vessels at the Dinghy Park to be carried out as all spaces are full but not all are let. The Town Clerk will also contact James Ryan, CCC Planning to discuss the application.</p>
E08.24.10	<p><u>Working Group Update-Long Term Management Plan for WTC's estate: Cllr Aldis</u> It was agreed that a meeting would be held before the next Estates Committee meeting.</p>
E08.24.11	<p><u>Chapel Museum- Sub Committee: Report from Cllr Aldis.</u> It was agreed that the sign for the museum would have a black only background with a fretted WTC logo. The Town Clerk will arrange the order.</p> <p>Cllr Aldis reported that there is woodworm in three items at the museum. Rentokil have quoted £1200 for treatment. The councillors discussed having just the Gooch chair treated and removing it and storing it away from the museum. Cllr Aldis will discuss this with the sub-committee.</p> <p>Cllr Multon asked if one of the purchased bike racks could go in the cemetery. Jim Young to advise on location.</p>
E08.24.12	<p><u>Allotments: No update</u></p>
E08.24.13	<p><u>Date & time of next meeting-</u> It was agreed that the next meeting will be held on Monday 9 September 2024 at 7.30pm.</p>
E08.24.14	<p>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</p>

	should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business.
--	---

Part B

E08.24.14 Police Houses & Shop- Update from the Town Clerk

E08.24.14 First Floor Offices- Update from the Town Clerk

E08.24.14 Office Redevelopment – Update from the Town Clerk

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

The Chair closed the meeting at 21.25