



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: enquiries@wivenhoe.gov.uk

15 October 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 21 October 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 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 previous meeting: To approve the minutes of the meeting held on 16 September 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, S Kelly and A. Luxford-Vaughan.
 - c. Peter Kay- Public Transport Representative

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

6. Committees:
 - a. Planning: An update from the Chair on the meeting held on 1 October 2024.
 - b. Finance & Personnel: An update from the Chair on the meeting held on 30 September 2024.
 - c. Environment: An update from the Chair.
 - d. Estates: An update from the Chair on the meeting held on 14 October 2024.

7. RFO Update:
 - a. RFO Report
 - b. Approve list of payments previously circulated.
 - c. Approve the Bank Reconciliation.
 - d. Budget Control Report.
 - e. To approve the Internal Control Policy (Previously circulated)
 - f. To approve the Reserves Policy (Previously circulated)

8. Working Groups:
 - a) Health & Wellbeing
 - b) Community Engagement
 - c) Car Parks, Dinghy Park & River
 - d) Children & Young People
 - e) Sporting Trust
 - f) Wivenhoe Community Charity
 - g) Events
 - h) Mayoral Activities- A report from Cllr Burke

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

10. Date and time of the next meeting: To be agreed that the next meeting will be held on Monday 18 November 2024 at 7.00pm.

11. 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

12. High Street Car Park- Proposal by Cllr Aldis

13. To propose new staff NALC contracts and pay scales- Proposal by Cllr Burke