



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Denise Burke ~ Town Clerk: Jo Beighton-Emms
77 High Street, Wivenhoe, Essex CO7 9AB
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8 October 2024

Sir/Madam,

A meeting of the Estates Committee will be held on Monday 14 October 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 9 September 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 – Update on the lighting
- d) Pavilion- Update on the drains
- e) KGV
- f) Cemeteries
- g) High Street Car Park: See Part B

5. **Installation of a cycle rack at the Scout Hut**- Cllr Aldis
6. **Working Group Update-Long Term Management Plan for WTC's estate**: Cllr Aldis
7. **Chapel Museum- Sub Committee**: Report from Cllr Aldis.
8. **Allotments**: Report from the representative.
9. **Date and time of the next meeting**: The next meeting will be held on Monday 11 November 2024 at 7.30pm.
10. **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

11. **High Street car park**
12. **Police Houses**
13. **First Floor Council Offices Update**: Town Clerk