



## Wivenhoe Town Council

**MINUTES** of the Estates Committee meeting held on Monday 11 November 2024 at 7.30pm **DRAFT**

**Present:** Cllr Aldis (Chair), Cllr Maltby, Cllr Hailes-Morley, Cllr Evans, Cllr Guy, Cllr Burke, Cllr Boughton, Andy Hearn (Estates Properties Manager), Jim Young (Open Spaces Manager) and Jo Beighton-Emms, Town Clerk.

**Public Questions:** None

	PART A
E11.24.01	<u>Apologies for absence:</u> Cllr Multon. His apologies were accepted.
E11.24.02	<u>Declarations of Interest:</u> None
E11.24.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 14 October 2024 were proposed by Cllr Maltby, seconded by Cllr Guy and approved as an accurate record of proceedings.
E11.24.04	<p><u>Estates Team Reports:</u> The committee considered a previously circulated report from Andy Hearn, which is attached as <b>Appendix A</b>.</p> <p>It was agreed that the Town Clerk will escalate the issue with UKPN on the delay with the reconnection of the car park streetlamp.</p> <p>It was agreed that the ROSPA check for the skatepark would be booked.</p> <p>The councillors discussed the quote sent by the Montessori for steel plating to be put around the pavilion because of rats. Andy confirmed that the issue has now been resolved with the work on the drains and advice given to the Montessori. It was agreed that further work was not necessary.</p> <p>The Town Clerk reported that the RFO is considering an additional £5 an hour on the hire for the WLH at weekends. It was agreed that this should be considered by the Finance Committee.</p> <p>Jim Young gave a verbal report on Open Spaces.</p> <p>He reported that the goal nets on the KGV have been stolen once again. Also, the goal post wheels have been broken. It was agreed that the wheels but not the nets would be replaced as this is a regular occurrence and expense.</p>
E11.24.05	<p><u>Update (previously circulated) and proposal from Cllr Burke</u> 'For WTC to agree to introduce the following to <u>all</u> WTC owned car parks: Tariff B charges A resident permit system allowing residents to have 4 hours free parking</p>

	<p>An increase from £100 to £200 per year for business permits.’  Tariff B is:  <u>Daytime tariff 8am to 6pm</u>  Up to 30 Mins Free- stay still required on the MiPermit app/system  Up to 2 Hours £2.00  Up to 4 Hours £3.00  Overnight tariff 6pm-8am £2.00</p> <p>The councillors considered the update from NEPP. Cllr Aldis said that there needs to be more control over the number of business permits issued and that these could be allocated to particular car parks. There needs to be more enforcement.  The charges would give WTC more control and the income would contribute to the maintenance of the car parks. Cllr Burke said that there is no need for a ticket machine. Cllr Maltby raised her concern that this could increase pavement parking, but Cllr Aldis said that WTC cannot manage road parking only the council’s asset. Cllr Burke said that Cllr Cory is looking at getting street permits increased from a 1 to 2 hour limit.</p> <p>Cllr Burke made the proposal. This was seconded by Cllr Boughton with all in favour.</p> <p>Next step is to arrange a further meeting with NEPP to finalise arrangements.</p>
E11.24.06	<p><u>Recycling Bins at the WLH- Cllr Maltby</u>  Cllr Maltby reported that WTC could work with Tendring DC or back with Enform. The Town Clerk explained that staff were not keen to take the recycling into Colchester using a diesel van. Cllr Evans said that any scheme needs to be done on a larger scale to make it worthwhile. Cllr Aldis said the scheme wasn’t viable. Cllr Burke said that it wasn’t fair to expect staff to sort through and clean the recycling.  Cllr Maltby said that she would approach someone about using our site for a Tendring scheme.</p>
E11.24.07	<p><u>Community Day applications- Previously circulated</u>  The application from Music Mix was approved.</p> <p>The application from WAGA for their show in 2025 was agreed but only on the basis that they were not awarded a Community Day in 2024.</p> <p>The Town Clerk will inform the applicants.</p>
E11.24.08	<p><u>Working Group Update-Long Term Management Plan for WTC’s estate: Cllr Aldis</u>  Cllr Aldis said that he is discussing with the Environment Committee the environmental impact of the plans for the council’s assets. Cllr Evans said that he would stand in for Cllr Multon and attend a meeting.</p>
E11.24.09	<p><u>Chapel Museum- Sub Committee: Report from Cllr Aldis.</u>  Cllr Aldis is arranging a meeting. Items with woodworm need to be removed. This will be discussed and WTC staff informed.</p>
E11.24.10	<p><u>Allotments: Report from the representative</u>  No update. Final inspection to take place on 19 November.</p>

E11.24.11	<u>Date &amp; time of next meeting-</u> It was agreed that the next meeting will be held on Monday 9 December 2024 at 7.30pm.
E11.24.12	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

E11.24.13 High Street car park- Cllr Aldis

E11.24.14 Skatepark update- Town Clerk

E11.24.15 Police Houses- Town Clerk

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

The Chair closed the meeting at 21.20

**Appendix A**

Estates Properties Report 8/11/24.

**WLH**

Stage lighting, awaiting transfer of assets to WTC letter- chased- still waiting.

Replacement LED lighting for whole hall booked first week in January 2025.

**Council Offices**

Signed off from Cadman's.

**Car Park and toilets**

Car park streetlamp reconnection- still awaiting UKPN after attempt to connect the wrong lamp. no response from emails.

HDD replaced in faulty CCTV

**Police Houses and shop/office**

83 High Street estimates obtained- see part B.

**Pavilion**

Nothing to report.

**Yard and Outbuildings**

Nothing to report.

**Cemetery chapel and toilet**

Old cemetery wall lower section steels are installed, brickwork buttress surround due to be completed

8/11/24.

***Fisherman's store***

Nothing to report.

***Quay shelter***

Nothing to report.

**Miscellaneous**

Skate Park progress update- 95% complete.

Cycle racks installed outside the Horse and Groom pub.

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