



Wivenhoe Town Council

MINUTES of the Full Town Council meeting held in the Council Chamber on Monday 15 December 2025 at 7.00pm **Chair Approved**

Present: Cllr Guy (Chair), Cllr Hailes-Morley, Cllr Burke, Cllr Multon, Cllr Evans, Cllr Blomeley, Cllr Harmon, Cllr Aldis, Cllr Maltby, Cllr Andrew, Cllr Widgery, CCC Cllr Kelly, Sam Davey (Funding Officer), Peter Kay (Public Transport Representative), Emma Buckley (RFO), Jo Beighton-Emms (Town Clerk) and 8 members of the public.

Public Questions: Terry Garland spoke about the ongoing protest over the oak tree in the High Street car park and as he says the '*veracity of the data and the reports upon which the council are relying*'. He referred to the extent of the data, the further independent advice provided to the council in 2023 and the future implications.

Mr Dutton, owner of 6 Clifton Terrace, informed the councillors that he has obtained independent advice on the damage to his property which states that the oak tree is not the cause of the property damage. He said that he would be happy to share these reports with the council. He has concerns over heave if the trees are felled.

Cllr Guy reminded Mr Dutton that this is a public meeting and he is a claimant in this matter. Cllr Guy referred to Mr Dutton being part of the protest group which he denied.

Three members of the public left the meeting.

PART A

FC/12.25/01 Apologies for absence: Cllrs Boughton and Luxford-Vaughan. Their apologies were accepted.

FC/12.25/02 Declarations of interest: None.

FC/12.25/03 Minutes of previous meetings:

The minutes of the extraordinary full town council meeting held on 6 November 2025 were proposed by Cllr Hailes-Morley, seconded by Cllr Evans and approved as an accurate record of proceedings.

The minutes of the full town council meeting held on 17 November 2025 were proposed by Cllr Harmon, seconded by Cllr Burke and approved as an accurate record of proceedings.

FC/12.25/04 Reports from Members of County and City Councillors & Public Transport Representative:

- a) The councillors considered a previously circulated report from Cllr Cory, which is attached as **Appendix A**.
- b) Cllr Kelly showed the councillors boards which he had created and asked for them to be displayed around Wivenhoe and online, which was agreed. The boards show some of the impacts of potential housing allocations on land which has been offered by landowners in the CCC Local Plan which is under consultation. He urged everyone to get involved and have their say. Cllr Burke reported that WTC has the Local Plan Working Group which is working on a submission. Cllr Kelly

suggested attendance at CCC Local Plan meetings to speak and therefore have councillors views minuted.

Cllr Kelly reported that the public jetty will be repaired by CCC as funding has now been allocated. Work should start in the next month.

Cllr Luxford-Vaughan had not provided a written report.

c) The councillors considered a previously circulated report from Peter Kay, Public Transport Representative, which is attached as **Appendix B**. Cllr Evans reported that he will be sharing information from Cadent on proposed road closures for works.

FC/12.25/05 Report from the Funding Officer: The councillors considered a previously circulated report from the Funding Officer which is attached as **Appendix C**. Cllr Guy thanked Sam from the council and the community for her work.

FC/12.25/06 Proposal by Cllr Guy- That Wivenhoe Town Council progresses a tender process for the project to redevelop the playpark at Mede Way.

Cllr Guy reported that next steps will be the feasibility study, which has been instructed, and consultation for the Community Hub. It is important to consult extensively and ensure public engagement.

The proposal was seconded by Cllr Aldis, with all in favour. Carried.

FC/12.25/07 Committees:

- a. Planning: Cllr Burke reported that the Local Plan WG is working on a submission for the consultation.
- b. Finance & Personnel:
Cllr Guy reported that the RFO is working on the budget for 2026/7.
- c. Environment: Cllr Maltby reported that the meeting due to be held in December has been postponed until January. Councillors are working on the Climate Action Plan, EV charging points in Cooks car parks and the LNP. Cllr Evans reported that he is attending workshops on nature recovery across Essex.
- d. Estates: Cllr Multon reported that:
 - I. Quotes are being obtained for insulation for the Police Houses.
 - II. We are chasing S106 funds for the outdoor gym
 - III. The committee considered WTC ownership of the jetty. Councillors were concerned about insurance but can revisit this discussion in light of the update on repairs from Cllr Kelly.
 - IV. A new working group looking at the sports pitches at Broadfields will meet on 12 January.
 - V. The New Allotments WG will now report to this committee.

Cllr Kelly left the meeting.

FC/12.25/08 RFO Report:

- a. RFO Report: The councillors considered a previously circulated report which is attached as **Appendix D**. The RFO confirmed that we do not yet have information from CCC to set the precept for 2026/7. The next committee meeting is on 13 January.

The councillors noted that the interim audit report has been received with no actions recommended.

- b. Approve list of payments previously circulated: The councillors considered the previously circulated list of payments which is attached as **Appendix E**. The list was proposed for payment by Cllr Guy. This was seconded by Cllr Burke, with all in favour. Carried.
- c. Approve the Bank Reconciliation: The councillors considered the previously circulated Bank Reconciliation which is attached as **Appendix F**. It was proposed for approval by Cllr Guy. This was seconded by Cllr Burke, with all in favour. Carried.
- d. The budget, previously circulated, was considered.

FC/12.25/09 Working Groups:

- a) Wiv Works: Cllr Harmon reported that she is arranging managing conflict training for local businesses with the Essex Police Business Crime Team for 14 January.
- b) Community Hub: No further update.
- c) Devolution: No update.
- d) Health & Wellbeing: No update.
- e) Community Engagement: Cllr Evans reported that he is engaging with officers on the Colne Barrier and Bernard Jenkin MP.
- f) Car Parks: Cllr Burke reported that there is no further update from CCC on the introduction of charges.
- g) Sporting Trust: Cllr Guy reported that there had not been a meeting in the last month.
- h) Wivenhoe Community Charity: Cllr Hailes-Morley thanked Sam for her work with this group. She has recently obtained a grant for the Microgym for equipment.
- i) Events: Cllr Burke thanked everyone involved with the Intergenerational Christmas Party and the Doggie Christmas Party.
- j) Local Plan: No Further Update.
- k) Mayoral Activities: Cllr Guy reported on what had been a very busy month in which he had attended the Christmas market and lights switch on at St Mary's Church, met St Nicholas at the quay and attended the WTC Christmas parties. He reminded everyone that it is Carols on the Quay on 21 December.

FC/12.25/10 Town Clerk's Report: The Town Clerk reported that she has been working on the Christmas events and matters which will be discussed under Part B.

FC/12.25/11 Date and time of the next meeting: The next meeting will be held on Monday 19 January 2026 at 7pm.

FC/12.25/12 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.

Cllr Guy proposed that the press and public are excluded from the meeting as per item FC/12.25/12. This was seconded by Cllr Hailes-Morley, with all in favour. Carried.

Cllr Blomeley and members of the public left the meeting.

FC/12.25/13 Update on the High Street Car Park, to include:

- Debate on the management of the car park once closed and legal advice.

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

The Chair closed the meeting at 20.49.

Appendix A

Cllr Mark Cory – Wivenhoe Town Council Reports – 15/11/2025

Essex County Council Report:

1. Road Repairs

Completed Repairs:

- Heath Road pothole outside of Number 13.
- Manor Road pothole repaired.
- Bowes Road raised bump opposite the school to be repaired.
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Planned Repairs:

- Belle Vue Road drain pothole awaiting repair to be scheduled.
- Colchester Road – Barley Court drain pothole marked for repair to be scheduled.
- Blocked drains reported in various locations.
- I encourage residents to help report issues as this adds weight to the lobbying, especially about roads that need full resurfacing, such as Heath Road. Reports should be made to: [Tell us - Essex County Council](#)

2. Pavement Repairs

Completed Repairs:

- Beech Avenue pavement repaired.

Repairs in-progress:

- Bowes Road – Millfield School side to be repaired – marked up – date not yet given. (Opposite side to school will be repaired when School Streets project comes in Feb 2026).
- Ernest Road pavements adjacent/alongside to the Co-op Car Park. These are not good for accessibility to the Co-op, I would like to get the verges replanted (this could be re-wilded, grass or other ideas, once the pavement is repaired and realigned).
- Ernest Road outside number 10 opposite the Co-op Car Park.

3. School Streets

As last report – Preparatory work taking place in January. Links to the specific web pages for the Wivenhoe School Streets projects. Construction and roadworks are planned for February 2026: Bowes Road February 16th -27th and Broome Grove Feb 16th – 20th

[Bowes Road Wivenhoe | Safer, Greener, Healthier](#)

[Broome Grove Wivenhoe | Safer, Greener, Healthier](#)

4. Vehicle Activated Signs – Speed Signs

Talking with the Town Clerk we believe that the works can be scheduled for late January 2026. Thanks to Andrea for adding in a final amount from her Locality Budget to help fund the new poles and associated work.

5. Street trees

Only update here is identifying the exact placing of trees for ECC permissions. This has taken time, we could miss the Spring planting window with the Woodland Trust. I am working with Bio-diversity Group volunteers to access Woodland Trust trees as planned. Ernest Road, Manor Road and Harvey Road have been identified for a first tranche – I am hoping to include Rosabelle Avenue in that first tranche too.

6. ECC Highways Contract

The Cabinet decision to set out the parameters for a new Highways contract for 7 years was called-in for Scrutiny by Lib Dem, Independent and Labour Members. A motion to Full Council last week failed in asking for a shorter contract, break clauses and public consultation. The only scrutiny of the contract so far has been done in private session. Due to the success of the ‘call-in’, the contract will go to both scrutiny committees at ECC in the new year. – WTC could send a public speaker or statement to one of these meetings.

I attach my press release on the matter: [PR for Highways Contract.docx](#)

Colchester City Council Report

1. Land Transfer to WTC – Mede Way

Speaking to the Town Clerk, this should be completed today – Monday. I have supported this process from the start, leading negotiations and processes at the outset to get it on the agenda and help it then move through the system; I am therefore happy to have got to this final step. We must continue with these forms of devolution and localism. I have also supported a number of funding bids for the play area.

2. CCC Budget Preparations

We have a draft budget report which has now passed through Scrutiny and Cabinet meetings. We should receive the Central Government Fair Funding Review settlement on 17th December – I can update WTC in the new year on the full budget breakdown if members so wish.

3. Local Plan

I fully support the Local Plan work being done and the protections we must maintain with the 'coalescence barrier' between us and the University. It is a matter of promise and principle for me – we were promised a coalescence barrier from Colchester and the Garden Community, this cannot be broken within a matter of years.

4. **LGR**

All four proposals for LGR are now out to consultation by government. Please encourage people to have their say – I strongly support the 5 UA model for many key reasons.
Have your say | Essex Local Government Reorganisation Hub
Proposals | Essex Local Government Reorganisation Hub

5. **Meet with the Mayor**

I intend to meet with the Mayor early in the new year as part of ongoing dialogue on projects with WTC, or relating to CCC and ECC projects in Wivenhoe.

We will cover:

- Mede Way play area and Community Hub plans and consultation.
- Ferry Marsh updates (in connection with Cllr Evans also).
- Street Trees and linked projects/funding.
- VAS signs.
- More devolved assets.

Appendix B

PETER KAY REPORT DECEMBER 2025

BUS

Belle Vue Rd is programmed to be closed by more Cadent works between 5th and 23rd January (in practice no doubt whenever they feel like it!). On the bus front this is easier to deal with as it just means Brightlingsea buses diverted via Rectory Road.

According to ECC the Stephenson's Brightlingsea school contract buses are being reregistered from 4th January to become a public bus service. In contrast the Stephenson's website states that they *already are* a public bus service, and that adult and child single fares (only) can be bought by anyone. However in further contrast the buses themselves display the wording 'Students Only'. As no adults are actually likely to present themselves, the only significant point is the confirmation that casual use by children without passes is possible!

RAIL

The 2024/5 station usage figures are now published. Wivenhoe has increased by 9% to 352,116, but Hythe has gone up by 32% (in its first year with all London trains stopping) to 433,168.

The new integrated 'Anglia Railway' has now been formally established, comprised of GA, c2c, and the Network Rail Anglia route. The MD is Jamie Burles hitherto of GA. The GA and c2c brandings will be retained until the new branding strategy of Great British Railways is agreed. (The Bill to establish GBR is currently passing through Parliament.)

GA is shortly to introduce contactless out as far as Stansted and Chelmsford. Presumably this will be further extended in due course.

Appendix C

1st December 2025

Funding Report by Dr S Davey (funding officer)

Overview

I have been working with Wivenhoe Town Council on a range of projects, particularly focusing on the inclusive Mede Way Play Park. I have also been working with the Environment Committee and the Wivenhoe Community Charity on a range of worthwhile projects, detailed below. I would like to thank all councillors and members of staff involved in contributing towards these applications whether through providing letters of support, quotations for work, provision of financial accounts and other paperwork and those involved in the building and implementation of these projects. The most notable funding opportunity is receiving £20,000 from the National Lottery Community fund (further details outlined below).

Previous Funding

The boules court, funded by England, was built recently and has been enjoyed by members of the public. The sports gym (funded by the Essex County Council Community Initiative Fund (CIF)) will be built in early 2026.

Update on Mede Way Park

I am delighted to report that our application for funding for the Mede Way inclusive play park has been successful, with an award of £20,000 from the National Lottery community fund. This significant contribution will help bring our vision of an, improved, accessible and inclusive play space for children of all abilities into existence. This funding builds on the £50,000 previously awarded by Enover, £1,000 awarded by One Stop and contributions from our city councillors' budgets.

I am grateful to the funders for their support and look forward to seeing the positive impact that this project will have on our community. I would also like to express my appreciation towards Wivenhoe residents who have supported this project and this application via letters of support and positive feedback about this proposal.

In addition to this award, WTC have also submitted applications to the Community Initiative Fund (CIF) for £10,000 and the Community Asset Fund (CAF) for £50,000. We are awaiting news on the outcome of these applications and hope that they may provide further support for this worthwhile project. I would like to thank Councillor Andrea Luxford-Vaughan and Councillor Mark Cory for supporting these two applications.

WivWorks

We are delighted to share the news that WivWorks, led by Councillor Fiona Harmon, received a donation of £200 earlier this year from an anonymous donor towards WivWorks, following my discussions with this donor. This contribution will help support this worthwhile community initiative.

The Old Cemetery Wall and Chapel Museum

Currently I am working on an application for funding for the Old Cemetery Wall and the Chapel Museum. I have met with John Foster and have letters of support from Bernard Jenkin MP, Michael Smithers and Peter Hill. We need to gather quotations for the proposed work, in line with the requirements of the funding body. I anticipate we should have these in the new year and be in a position to apply for funding then.

Wivenhoe Community Charity Update

I have been working closely with Wivenhoe Community Charity (WCC) and the Chair (Councillor Glynis Hailes-Morley) and I am pleased to announce that we have received a grant of £500 from Grassroots towards an exercise programme for pensioners living in Britannia Court and other local venues. This programme aims to promote health and well-being among older residents and provide opportunities for social interaction. This project will be led by Joe of MicroGym and will commence in the new year.

We are in the process of updating the WCC website and we are optimistic that this should be live by 2026.

Work with the Environment Committee

I attended the last Biodiversity working group meeting. I have been collaborating with the biodiversity group to explore funding opportunities that align with the objectives of the Local Nature Recovery Plan. We are currently working on submitting applications for a range of grants that will support goals of promoting biodiversity and environmental sustainability.

I have applied for £1,000 from the Love Essex fund which encourages worthwhile environmental projects which promote Essex objectives to limit waste and increase environmental sustainability. This £1,000 has been applied for to support the work of the Wivenhoe Library of Things.

Conclusion

Overall, I am delighted with the progress we have made in securing funding for our projects and are grateful to all our supporters and funders. I look forward to sharing further updates on these projects and initiatives in the coming months.

I am excited about the potential for these projects to make a positive impact in our community and look forward to continuing to work with our partners and funders to achieve our goals.

Appendix D

RFO Finance Report Update for December 2025 FTC

The interim audit has been completed, and no concerns have been identified. The Council's website is found to be useful and meets all the current publication requirements. Before the year end we need to review some internal controls, risk assessment and introduce an IT policy. There also needs to be a review of the Data Protection policy as the guidelines have changed for this year's audit. All grants awarded need to be published on the website as part of the transparency code, I will arrange for the website to be updated by the end of the year.

The precept information from Colchester City Council has not yet been received. A Finance Committee meeting will be held in January to recommend the precept for 2025/26 to FTC in January 2026, and extraordinary meeting may need to be held depending on deadlines given.

b) Payments – That the circulated schedule of payments be approved. (Mandy to distribute)

Receipts – To approve the receipts reports for Cashbook one –
01/11 – 30/11/2025 £12,789.02

c) Bank Reconciliations –

30/09/2025	Confirmed Bank Balances	£690,941
31/10/2025	Confirmed Bank Balances	£621,316
30/11/2025	Confirmed Bank Balances	£595,861

d) Budgetary Control Reports at 30.11.2025

Budget review to be reported Jan 2026, once the Colchester City Council precept figures have been received.

Appendix E- See attached

Appendix F- See attached