



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 12 January 2026 at 7.00pm **DRAFT**

Present: Cllr Burke (Chair), Cllr Hailes-Morley, Cllr Boughton, Cllr Evans, Cllr Blomeley, Cllr Andrew, Cllr Harmon, Cllr Maltby, Andy Hearn (Estates Properties Manager) and Jo Beighton-Emms, Town Clerk

Public Questions: None

	PART A
E01.26.01	<u>Apologies for absence:</u> None
E01.26.02	<u>Declarations of Interest:</u> None
E01.26.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 8 December 2025 were proposed by Cllr Andrew, seconded by Cllr Evans, with all in favour.
E01.26.04	<p><u>Estates Team Reports :</u> The councillors referred to a previously circulated report from Andy Hearn which is attached as Appendix A.</p> <ul style="list-style-type: none">a) Council Offices & Yard: Andy to consider a maintenance package offered for the automated council doors and to check that we meet health and safety requirements.b) Police Houses: The councillors discussed the pros and cons of insulating the police houses. Cllr Blomeley will discuss further with Andy. Andy is obtaining three quotes.c) William Loveless Hall: No further update.d) Pavilion: No further update.e) KGV: No further update.f) Cemeteries: No further updateg) High Street-Car Park: The car park is being resurfaced this week. An arboricultural expert has been instructed to oversee the works in view of the injunction. There is no further update on the introduction of charges.h) New allotments: Cllr Boughton reported that the track to the allotments has been built. Also that the builders are using the allotment land for storage. Cllr Burke asked him if he could obtain evidence. <p>Cllr Maltby arrived at the meeting.</p>
E01.26.05	<p><u>Request from the EA for Signage (Correspondence previously circulated)</u> The councillors considered a request from the Environment Agency to install an information sign at the Quay Shelter. This was agreed.</p>
E01.26.06	<p><u>Sport Pitches Working group- Cllr Burke</u> Cllr Burke reported that a meeting has been held to discuss the new sports pitches at the Taylor Wimpey coming under the ownership of WTC and that it was a very positive discussion. Three representatives from local football teams attended. Cllr Burke has already made enquiries with James Ryan, CCC Planning. Planning permission would be needed for the</p>

	<p>installation of lighting which is essential for full use of the pitches. Cllr Evans raised the issue of light pollution. Cllr Burke explained that lighting is mandatory for the pitches to reach FA standard. A 4G pitch is the preferred option.</p> <p>The next steps are to consider usage and look at grant applications. WTC should receive £90k from the S106 agreement with TW.</p> <p>There needs to be further consideration of staff costs for maintenance. One pitch could be used for the use of the local teams and the other left open for community use.</p> <p>Cllr Blomeley left the meeting.</p>
E01.26.07	<u>New Allotments WG:</u> No further update.
E01.26.08	<u>Mede Way Working Group :</u> Update from the Town Clerk The tender process is progressing. The land has been transferred to WTC ownership.
E01.26.09	<u>Wet Dock WG update:</u> Cllr Boughton agreed to call the other members to discuss a way forward.
E01.26.10	<u>Chapel Museum- Sub Committee:</u> The Town Clerk reported that a meeting had been held. Michael Smither has joined the group.
E01.26.11	<u>Allotments:</u> No update.
E01.26.12	<u>Date & time of next meeting:</u> It was agreed that the next meeting will be held on Monday 9 2026 at 7.00pm.
E01.26.13	<u>Exclusion of press and public:</u> 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

The Chair closed the meeting at 20.01