



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 9 February 2026 at 7.00pm **Chair Approved**

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

Public Questions: None

| | PART A |
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| E02.26.01 | <p><u>Election of Chair and Deputy Chair:</u> Cllr Hailes-Morley proposed Cllr Burke as the Chair of this committee. This was seconded by Cllr Harmon. There were three abstentions. Carried</p> <p>Cllr Andrew proposed Cllr Evans as Deputy Chair of this committee. This was seconded by Cllr Boughton. There was one abstention. Carried.</p> <p>Cllr Maltby left the meeting</p> |
| E02.26.02 | <p><u>Apologies for absence:</u> None</p> |
| E02.26.03 | <p><u>Declarations of Interest:</u> None</p> |
| E02.26.04 | <p><u>Minutes of the previous meeting:</u> The minutes of the meeting held on 12 January 2026 were proposed by Cllr Evans, seconded by Cllr Burke, with all in favour.</p> |
| E02.26.05 | <p><u>Estates Team Reports :</u> The councillors referred to a previously circulated report from Andy Hearn which is attached as Appendix A.</p> <p>The councilors discussed options for insulation for the Police Houses. Cllr Blomeley said that air-flow would be better. He is attending a Climate Action meeting and will report back. It was agreed that this would be discussed at the next meeting.</p> <p>Andy is obtaining quotes for a bathroom extractor at Number 83.</p> <p>Advice is being sought on the tree opposite the Grey Hound Pub, High Street, which needs some work. The Town Clerk will speak to the Arboreal Officer at CCC.</p> <p>It was agreed that a tree in the Old Cemetery needs to be reduced at the cost of £550.</p> <p>The DEFRA report which was sent to all councils was discussed. This highlights the need for proper tree management. It was agreed that a Tree Management plan should be obtained.</p> <p>A resident had requested that a tree on Sandford Close was cut back. It was agreed that there was no need and it is a healthy tree. The tree will be left as it is.</p> <ul style="list-style-type: none">a) Council Offices & Yard: No further updateb) Police Houses: Councilors agreed that a one-year agreement would be considered.c) William Loveless Hall: No further update. |

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| | <p>d) Pavilion: No further update.</p> <p>e) KGV: No further update.</p> <p>f) Cemeteries: No further update</p> <p>g) High Street-Car Park: There is no further update on the introduction of charges.</p> <p>h) New allotments: No further update.</p> |
| E02.26.06 | <u>Health & Safety Update-</u> Andy Hearn will provide an update each month as recommended in the Health & safety Assessment with Worknest. |
| E02.26.07 | <u>Sport Pitches Working group-</u> Cllr Burke Cllr Burke reported that she has a meeting with Cllr Guy and Karen Syrett, CCC Head of Planning, in March to discuss the S106 agreement and funds for this project. |
| E02.26.08 | <u>New Allotments WG:</u> No further update. |
| E02.26.09 | <u>Mede Way Working Group : Update from the Town Clerk</u> The Invitation to Tender has been published. The closing date is 2 March 2026. |
| E02.26.10 | <u>Wet Dock WG update:</u> the Town Clerk reported that a fisherman wants to use Wet Dock again and access to water and electricity has been agreed. He would like to work with the Funding Officer on grants to have the silt removed. The Funding Officer will contact him directly. |
| E02.26.11 | <u>Chapel Museum- Sub Committee:</u> The Town Clerk reported that a meeting had been held. Michael Smither has joined the group and will provide updates. |
| E02.26.12 | <u>Allotments:</u> An advert will be included in the next WTC newsletter. |
| E02.26.13 | <u>Date & time of next meeting:</u> It was agreed that the next meeting will be held on Monday 9 March 2026 at 7.00pm. |
| E02.26.14 | <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. |

Cllr Blomeley left the meeting.

Cllr Andrew proposed that the meeting be moved to Part B in accordance with item E02.26.14. This was seconded by Cllr Hailes-Morley and voted in favour by all. Carried.

Part B

15 Update on the Fisherman's Store

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

The Chair closed the meeting at 20.10

Appendix A

Estates Properties report 2/2/26.

WLH

Quotes to be obtained to replace the kitchen floor- on hold due to workload.

Hall decorating delayed due to current workload.

EPC rated F

Council Offices

Nothing to report

Car Park and toilets

Car park streetlamp reconnection- awaiting FOC repair.

Resurface and line marking now complete

Police Houses and shop/office

3 quotes to consider for wall insulation.

Pavilion

Nothing to report.

Yard and Outbuildings

General housekeeping improved and H&S documentation updated.

Cemetery chapel and toilet

Awaiting quote for additional sockets

Fisherman's store

Nothing to report.

Quay shelter

Nothing to report.

Miscellaneous

Cahill to quote for solar panel grants on pavilion, police houses, cemetery chapel and fisherman's store, this will enable funding to be sourced.

Trees requiring attention update. Greyhound and Sanford close.