



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Jon Guy~ Town Clerk- Jo Beighton-Emms
77 High Street, Wivenhoe, Essex CO7 9AB

Tel: 01206 822864: www.wivenhoe.gov.uk: enquiries@wivenhoe.gov.uk

14 April 2026

Sir/Madam,

A meeting of Wivenhoe Town Council will be held at the Council Offices, 77 High Street, Wivenhoe at **7.00pm** on Monday 20 April 2026 for consideration of the business set out below.

If you are a member of the public and you would like to attend this meeting, please contact the Town Clerk.

Yours faithfully,

Jo Beighton-Emms
Town Clerk

AGENDA

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.

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 Mayor.

PART A

1. Apologies for absence: To receive apologies and for councillors to accept those apologies.
2. Declarations of interest: Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other registerable interest or non-registerable interest.

3. Minutes of previous meetings: To approve the minutes of the Full Town Council meeting held on 16 March 2026.
4. Reports from Members of the County, City Councils & Public Transport Representative:
 - a. Essex County Councillor; M. Cory.
 - b. Colchester City Councillors: M. Cory, S Kelly and A. Luxford-Vaughan.
 - c. Peter Kay- Public Transport Representative
5. Committees:
 - a. Planning: An update from the Chair on the meeting held on 7 April 2026.
 - b. Finance & Personnel: An update from the Chair on the meeting held on 23 March 2026.
 - c. Environment: An update from the Chair. Next meeting Wednesday 22 April 2026.
 - d. Estates: An update from the Chair on the meeting held on 13 April 2026.
6. RFO Update:
 - a. RFO Report
 - b. Approve list of payments previously circulated.
 - c. Approve the Bank Reconciliation.
 - d. Budget
7. Working Groups:
 - a) Wiv Works
 - b) Community Hub
 - c) Devolution
 - d) Health & Wellbeing
 - e) Community Engagement
 - f) Car Parks
 - g) Sporting Trust
 - h) Wivenhoe Community Charity
 - i) Events
 - j) Local Plan
 - k) Mayoral Activities- A report from Cllr Guy
8. Town Clerk's Report
9. Date and time of the next meeting: To be agreed that the next meeting will be the Annual Council Meeting to be held on Monday 18 May 2026 at 7.00pm.

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

PUBLIC TRANSPORT REP'S REPORT APRIL 2026

- BUS

ECC has published the decisions on their 2025/6 'Love Your Bus' grants. As anticipated, they do not include anything for improving urban commercial services.

The Stansted X20 service has a completely revised timetable on weekdays from 13th April.

TRAIN

Transport East gave publicity in March to their report on the Colchester - Clacton / Walton corridor, which a wider review of services in East Anglia had concluded was the poorest service in the region compared to potential demand, but could be enhanced with a Clacton - Colchester Town stopping service each hour, without any infrastructural improvements being required. This of course is exactly what I put forward in my 2019 report sent to GA as part of the Tendring rail group and WTC evidence to the then timetable review exercise, which GA management refused to read (and the timetable review was abandoned anyway because of covid). I have now sent a copy of it to the ECC councillor who represents Essex on the Transport East panel, who has acknowledged. What chance there is of achieving anything now will depend on how much the new national railway takes any interest in improving neglected services.

Wivenhoe Town Council

Bank - Cash and Investment Reconciliation as at 31 March 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2026	Current A/c	67,914.71
31/03/2026	Petty Cash	57.65
25/03/2026	Payroll A/c	13,876.15
31/03/2026	Regular Payments Account Co-op	4,922.90
31/03/2026	Instant A/c	79,644.30
28/02/2026	Nat Savings A/c	2,701.26
28/02/2026	Unity Bank Trust Current	323,966.08

493,083.05

All Cash & Bank Accounts

1	Current Bank A/c	67,914.71
2	Petty Cash	57.65
3	Payroll	13,876.15
4	Regular Payments A/C	4,922.90
5	Instant	79,644.30
6	Nat Savings	2,701.26
7	Unity Bank Trust Current	323,966.08
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	493,083.05

	Supplier	Invoice No.	Details of supply	NET	VAT	TOTAL	
Payroll Payment Summary Paid Via BACS							
	Staff		Std Hrs in Mar 2026 + O/T Feb 2026	13,364.71		13,364.71	
	HMRC		Deductions for Feb 2026	4,714.19		4,714.19	
	Essex Pensions		Deductions for Feb 2026	5,348.99		5,348.99	
				£ 23,427.89	£ -	£ 23,427.89	
Payment by Direct Debit - Upto 31.03.2026							
01.03.2026	SYS3	SYS44181	Monthly Service IT Wifi & Office Phones & WLH Wifi	458.33	91.67	550.00	
19.02.2026	Wave	various	WLHall, Fishermans Store	96.28	0.00	96.28	
10.03.2026	O2	42407823	Staff mobile phones line rental	83.54	16.71	100.25	
09.03.2026	Octopus Energy	Various	Elec/Gas, Fishermans/Toilets/Hall	643.45	117.70	761.15	
02.03.2026	Castle Water	Various	Allotments Water & Cemetery 1.2.26-28.2.26	191.58	0.00	191.58	
22.02.2026	Fuelcard	Inv18772399	Works vehicle fuel	74.92	14.98	89.90	
25.03.2025	CCC	Rates	Various Properties	795.00	0.00	795.00	Do not remove the rates -
				2,343.10	241.06	2,584.16	
Payment by Card - Upto 31.03.2026							
02.03.2026	Amazon	GB61SCEBBAEUI	Yard Electric Bike Hydraulic Left Brake Lever	23.93	4.79	28.72	
03.03.2026	M&S	301-0063257-0575276	Refreshments International Womens Lunch C/C 9.3.26	78.00	-	78.00	
05.03.2026	Malibu Bathrooms & Kitchens Ltd Amazon	GB600561XKAEJI/GB60056EKKAEJI	Fishermans Store outdoor lockshield hose union taps	21.64	4.34	25.98	
05.03.2026	Magic Group Ltd	GB600473JX47VI	Yard vehicles glass fibre body filler	15.82	3.17	18.99	
10.03.2026	LiMinZhiJui Amazon	GB205-2737938-5051516	Office storage box labels	7.79	-	7.79	
09.03.2026	We Remove and Store Ltd Amazon	GB6000LB38YG31	5 office storage crates	424.92	85.02	509.94	
20.03.2026	We Remove and Store Ltd Amazon	GB6000OP38YG31	3 office storage crates	212.46	42.51	254.97	
04.03.2026	JNC Camping Ltd Amazon	GB60059NU6RLNI	Yard Electric Bike break away cable	4.46	0.89	5.35	
09.03.2026	East of England Co-op	Txn09028	Refreshments International Womens Lunch C/C 9.3.26	15.54	0.21	15.75	
14.03.2026	Chiron Media Ltd Amazon	GB607JNY94W51	JBE Study book	3.30	-	3.30	
20.03.2026	Chiron Media Ltd Amazon	GB607JNY94W51	JBE Study book Credit	-	3.30	-	3.30
13.03.2026	Succursale Italiana Amazon	IT26-AEUC-193482	WLH Nilfisk SC 100 E Credit	811.28	-	811.28	
16.03.2026	IKEA	order1589866756	Office sit/stand desk	333.33	66.67	400.00	
18.03.2026	Banner Group Ltd Amazon	GB6030LBLEZFI	Office stationery lever arch files	16.67	3.33	20.00	
19.03.2026	Bee4 Ltd	inv8025	Councillor name badge	17.25	3.45	20.70	
23.03.2026	FH Brundle	51RPC3P1050/51RPCPE1050/51RBTC1012M	Mede Way Fencing	4,206.10	841.22	5,047.32	
25.03.2026	SSE Energy Solutions	8700704573	81 High Street electricity supply	688.73	-	688.73	
24.03.2026	Guangzhou MMY Gongs Amazon	GV630C5FUAEUD	Cemetery Museum spotlight ceiling bars	28.40	5.68	34.08	
24.03.2026	Jinging Ind.Co. Ltd Amazon	GB630C5FZAEUD	Cemetery Museum energy saving LED bulb	16.28	3.26	19.54	
05.03.2026	Amazon	GB61V7KWAEUI	Yard Electric Bike Hydraulic Left Brake Lever	22.49	4.50	26.99	
				6,945.09	1,069.04	8,014.13	
Payments by Bank Transfer - To Be Made							
23.03.2026	Initial	inv35786785	Car park toilets hygiene service 12.4.26-11.4.27	195.91	39.18	235.09	
13.04.2026	H W Pickrell Ltd	HWI2604005	WTC new minibus	29,436.00	5,853.00	35,289.00	
02.04.2026	Information Commissioners Office	ico:00013653485	Annual data protection fee	52.00	-	52.00	
24.03.2026	AtoZ	inv31504677	WLHall toilet tissue and hand towels	86.97	17.39	104.36	
17.03.2026	Green Light	invWTC03	WTC Spring newsletter	350.00	-	350.00	
26.02.2026	Jewson	inv0726/00151141	yard supplies	42.12	8.42	50.54	
23.03.2026	Direct Lift Company	inv21252	Minibus hoist lift test visit	45.00	9.00	54.00	
19.03.2026	Ling Training & Accounting	inv-5140	February & March 26 payroll professional services	240.00	48.00	288.00	
05.03.2026	Sibbons	March statement	various supplies	66.42	13.28	79.70	
26.03.2026	Tuckwells	Inv220943	works vehicle X590 AY16EPJ service	2,654.66	530.95	3,185.61	
25.03.2026	Tuckwells	Inv220904	works vehicle X590 john deere AY16EPJ lights/mirrors	716.40	143.27	859.67	
30.03.2026	Tuckwells	Inv221178	works vehicle X740 john deere light/mirror repairs	701.47	140.29	841.76	
30.03.2026	Tuckwells	Inv221175	works vehicle X740 john deere service	2,850.94	570.18	3,421.12	
26.03.2026	Wickteed	Inv0000831064	KGV play area rocking horse parts	180.49	36.10	216.59	
25.03.2026	Landscape Services	inv3184	removal of 3 dead trees KGV playing field	650.00	130.00	780.00	
27.03.2026	IT Solution Services Ltd/The DS Group	Inv-44282	print and delivery of newsletters	1,356.00	271.20	1,627.20	
30.03.2026	Perfect Shine Window Cleaning	Inv260330	Window cleaning WLHall and Offices	100.00	-	100.00	
09.04.2026	Colchester City Council	Inv20224783	WTC Election 12.3.26	7,165.76	-	7,165.76	
09.04.2026	Dr Samantha Davey	Inv13	Grant Funding Advice	632.80	-	632.80	
10.04.2026	Kompan	Inv267647	KGV Playpark post cap post steel any grey	53.00	10.60	63.60	
31.03.2026	IT Solution Services Ltd/The DS Group	Inv-44366	print and delivery A5 flyers	832.75	166.55	999.30	
19.03.2026	Wickteed	Inv0000830993	KGV Playpark rocking horse touch up paint	57.50	11.50	69.00	
05.04.2026	Trade UK	April statement	various supplies	1,017.37	203.48	1,220.85	
25.02.2026	Colin Mallard South	wiv 336/26	Jetty inspection Marine Engineers	400.00	-	400.00	
07.04.2026	Engraving World	EW2600009	4 bench plaques Cllr Denise Burke	146.00	29.20	175.20	
07.04.2026	Dunmow Skips	19/03/2410	Allotments skip 2.4.26	378.15	75.63	453.78	
04.04.2026	Friends of Historic Essex	inv035	Membership renewal 2026/27	12.00	-	12.00	
13.04.2026	Duncan Clark & Beckett Ltd	Inv3430	work stage 1 including OS data purchase Mede Way project	1,100.00	220.00	1,320.00	
10.04.2025	Ellisons Solicitors	Inv185968	Professional charges re lease renewal The Fishermans Store	2,364.00	472.80	2,836.80	
09.04.2025	EALC	Inv19110	EALC & NALC affiliation fees	1,201.14	-	1,201.14	
02.04.2026	Colchester City Council	Inv20224144	Eurobin hire and empty 1.4.26-30.9.26	1,884.00	-	1,884.00	
01.04.2026	Rialtas	SM33177	Annual Support & Maintenance	2,264.00	452.80	2,716.80	
01.04.2026	RCCE	Annual Renewal	membership 1.4.26-31.3.27	72.50	14.50	87.00	
				59,305.35	9,467.32	68,772.67	
Refund of Deposits/Community Fund/Locality Budget							
26.03.2026	Adam Moore	refund of payment/cancelled booking	WLHall refund 24.11.24	163.22	-	163.22	
26.03.2026	Sarah Day hall hire 6.2.26	Inv9358 CN253	WLHall refund of deposit	50.00	-	50.00	
				213.22	-	213.22	
Total Payments for Approval				92,234.65	10,777.42	103,012.07	
Internal Transfers - made from Main (Current A/C)							
18.03.2026	To Main Account	From Deposit Account	Cash Top Up	25,000.00			
18.03.2026	From Main Account	To Regular Payments	March BACS		10,055.45		
18.03.2026	From Main Account	To Payroll Account	March Payroll	25,000.00			
30.03.2026	From Main Account	To Regular Payments	Cash Top Up	4,000.00			
				64,055.45			

	Supplier	Invoice No.	Details of supply	NET	VAT	TOTAL	
	Payment by Card - Upto 28.02.2026 - Not approved in March						
09.02.2026	Wission B.V. Amazon	GB1FKA4RAEUD	Office Laser & Inkjet Vinyl Sticker Paper	12.49	2.50	14.99	
06.02.2026	A1 Graphics Amazon	GB6003LLE73TI	H&Safety Hazard Vinyl Stickers	8.32	1.67	9.99	
08.02.2026	Zimplicity Ltd	GB6004M009RE51	H&Safety Caution Hot Water Stickers	4.99	1.00	5.99	
08.02.2026	Woodgrove Retail Ltd Amazon	xx600j1y9gght	H&Safety No Smoking/Vaping Signs	5.49	-	5.49	
08.02.2026	Amazon	GB614S8K9AEUI	Office refreshments	28.00	-	28.00	
05.02.2026	Aston Safety Signs Ltd Amazon	GB6002QTOK4LZI	H&Security Safety Signs	3.32	0.67	3.99	
08.02.2026	Bilginata Ltd Amazon	GB6001UC5S2E1I	H&Safety Flammable Gas Signs	5.82	1.17	6.99	
08.02.2026	Sara DM Enterprises Ltd Amazon	GB60188DQ8U9XI	H&Safety First Aid Stickers	3.91	0.78	4.69	
15.02.2026	RDLCAR Ltd Amazon	GB61OAS3RAEUD	H&Safety Fire Action Notice Signs	33.32	6.66	39.98	
06.02.2026	Bespoke Signage Solutions Ltd Amazon	GB60004FF47451	H&Safety Solar Panel Installation Signs	8.31	1.64	9.95	
06.02.2026	KPCM Display Ltd Amazon	GB600BCRBP43VI	H&Safety Storage Keep Clear Sign	13.12	2.63	15.75	
12.02.2026	Amazon	GB619A14NAEUI	Council Offices Upholstery Cleaner	5.58	1.12	6.70	
16.02.2026	The Workplace Depot	INV-251167	Yard Gas Bottle Cage	259.99	52.00	311.99	
18.02.2026	Nyalkaran Ltd Amazon	GB6019JMPVQ471	Mayors Office Diary	7.49	1.50	8.99	
20.02.2026	Amazon	GB61HHDKSAEUI	JBE Study Skills Books	16.80	0.54	17.34	
22.02.2026	Grants Online	#50355	Subscription to Grants Online 22.2.26-21.2.2027	125.00	25.00	150.00	
				541.95	98.88	640.83	