



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Jon Guy ~ Town Clerk: Jo Beighton-Emms
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1 August 2025

Sir/Madam,

A meeting of the Estates Committee will be held on Monday 11 August 2025 at 7.30pm in the Council Chamber, Council Offices, 77 High Street, Wivenhoe for consideration of the business set out below.

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

Yours faithfully,

Jo Beighton-Emms
Town Clerk

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.

AGENDA

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 Chair.

PART A

- 1. Election of Chair and Deputy Chair of this committee**
- 2. Apologies for absence:** To receive apologies and for councillors to accept those apologies.
- 3. 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 the previous meeting:** To approve the minutes of the meeting held on 14 July 2025
- 4 Estates Team Reports:** To receive reports from the Properties Manager and the Open Spaces Manager, to include an update on the following:
 - a) **Council Offices & Yard- see Part B**
 - b) **Police Houses**
 - c) **William Loveless Hall**
 - d) **Pavilion**
 - e) **KGV**
 - f) **Cemeteries**
 - g) **High Street Car Park**
 - h) **New allotments**
- 5 Wet Dock**
- 6 Mede Way Playpark Working Group Update-** Town Clerk. See Part B.
- 7 Working Group Update-Long Term Management Plan for WTC's estate**
- 8 Chapel Museum- Sub Committee:** Report from Cllr Aldis.
- 9 Allotments:** Report from Cllr Evans
- 10 Date and time of the next meeting:** The next meeting will be held on Monday 8 September 2025 at 7.30pm.
- 11 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

- 12 Update from Town Clerk on legal advice re land at Mede Way.**
- 13 Update from the Town Clerk on the lease for First Floor Office Space 2.**