



Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 11 May 2026 at 7.00pm **Draft**

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

Public Questions: None

	PART A
E05.26.01	<u>Apologies for absence:</u> Cllrs D Burke, Boughton, Andrew, Smith, Widgery and Aldis. Their apologies were accepted.
E05.26.02	<u>Declarations of Interest:</u> None. Cllr S Burke said that he is a member of Moving Image.
E05.26.03	<u>Minutes of the previous meeting:</u> The minutes of the meeting held on 13 April 2026 were proposed by Cllr Hailes-Morley, seconded by Cllr Harmon, with all in favour.
E05.26.04	<u>Estates Team Reports :</u> The councillors referred to a previously circulated report from Andy Hearn which is attached as Appendix A . a) Council Offices & Yard: No further update b) Police Houses: The councillors agreed to progress a new lease agreement for 81A. c) William Loveless Hall: the councillors considered an email from Moving Image requesting that the screen is relocated to the stage area. This was agreed on the understanding that other groups such as the theatre group and the pantomime group have no objections d) Pavilion: No further update. e) KGV: No further update. f) Cemeteries: The councillors referred to an email from St Mary's Church requesting assistance with repainting the churchyard railings. Cllr Harmon reported that she has discussed this with a church representative and will co-ordinate the work with a group of volunteers. g) Car Parks: No further update. The Town Clerk is chasing CCC.
E05.26.05	<u>Health & Safety Update-</u> Andy reported a near miss with the boards used for the Art Trail. These boards will not be used again for this event.
E05.26.06	<u>Tree Management Plan and tree on the High Street:</u> the Town Clerk reported that two further quotes for the tree survey have been requested.
E05.26.07	<u>Sport Pitches Working Group-</u> No further update.
E05.26.08	<u>New Allotments WG:</u> No further update.
E05.26.09	<u>Mede Way Working Group:</u> It was agreed that further instruction of the architect for the Community Hub will be proposed at full town council.

E05.26.10	<u>Wet Dock WG update:</u> Cllr Harmon discussed the possibility of ownership of the pontoon and the use of it for events . It was agreed that a meeting would be held after the Annual Council Meeting.
E05.26.11	<u>Chapel Museum- Sub Committee:</u> No further update.
E05.26.12	<u>Allotments:</u> The next inspection is 12 May
E05.26.13	<u>Date & time of next meeting:</u> It was agreed that the next meeting will be held on Monday 8 June 2026 at 7.00pm.
E05.26.14	<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.

Part B

None

The Chair closed the meeting at 20.07

Appendix A

Estates Properties Report

WLH

Speaker and CCTV switch stolen, moving image cage broken into.

Hall decorating delayed due to current workload.

Kitchen Altro flooring ordered.

Council Offices

Nothing to report.

Car Park and toilets

Car park streetlamp reconnection- update: UK power networks inform me it has been fixed. It hasn't. more photos sent.

Police Houses and shop/office

EICR completed, required new light fittings.

Pavilion

Nothing to report.

Yard and Outbuildings

Nothing to report.

Cemetery chapel and toilet

Nothing to report.

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. Awaiting electricity meter serial numbers to be sorted.

Mede way

Mede way play area bow top fencing installed, works start 26th May on new play area 3-4 week install.

Cemeteries

4 burials, 3 ashes booked in for this month.

Fence to be replaced next to ward close.

KGV

Repairs carried out to safety surfacing.

Gym installed, hip spinner near play area to be removed.

Spin pole in play area to be removed, beyond repair.