



# WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Glynis Hailes-Morley~ Town Clerk- Jo Beighton-Emms  
77 High Street, Wivenhoe, Essex CO7 9AB  
Tel: 01206 822864: [www.wivenhoe.gov.uk](http://www.wivenhoe.gov.uk): [enquiries@wivenhoe.gov.uk](mailto:enquiries@wivenhoe.gov.uk)

9 June 2026

Dear Councillor,

You are hereby summoned to a meeting of Wivenhoe Town Council to be held in the Council Chamber, Council Offices, 77 High Street, Wivenhoe at **7.00pm** on **Monday 15 June 2026** for consideration of the business set out below.

Yours faithfully,

*J. Beighton-Emms*

Jo Beighton-Emms  
Town Clerk

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

## 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. Report from the Funding Officer

6. Proposal by Cllr Hailes-Morley:

Approval of External Audit Submission for 2025/26 following the Recommendations of the Finance & Personnel Committee Meeting held on the 1 June 2026

2025/26 Internal Audit Report Audit Requirements

- I. Approval of attached Asset Register
- II. Approval of attached Risk Assessment
- III. Approval of Insurance proposals
- IV. Approval of the attached 2025/26 Annual Governance Statement

Audit Requirements – 2025/26 Accounting Statement

- V. Approval of Bank Reconciliation as at 31st March 2026
- VI. Approve year on year comparisons and explanations.
- VII. Approve explanation of differences between comparisons.
- VIII. Approve Accounting Statement 2025/26

7. Committees:

a. Planning: An update from the Chair on the meeting held on 2 June 2026, including an update from:

- New allotments, Cemetery and Sports Pitches WG

b. Finance & Personnel: An update from the Chair on the meeting held on 1 June 2026, including an update from:

- Minibus WG

c. Environment: An update from the Chair including an update from:

- Biodiversity WG
- Travel & Transport Sub Committee

d. Estates: An update from the Chair on the meeting held on 8 June 2026, including an update from:

- Wet dock WG
- Mede Way/Community Hub WG
- Chapel Museum sub committee

- Allotments Representative

8. RFO Update:

- a. RFO Report
- b. Approve list of payments previously circulated.
- c. Approve the Bank Reconciliation.
- d. Budget

9. Working Groups & Representatives:

- Wiv Works
- Devolution
- Health & Wellbeing
- Community Engagement & Events
- Car Parks
- Sports Trust

10. Wivenhoe Community Charity- Update

11. Mayor's Report

12. Town Clerk's Report

13. Date and time of the next meeting: To be agreed that the next meeting will be held on Monday 20 July 2026 at 7.00pm.

14. 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