Wivenhoe Town Council

MINUTES of the Estates Committee meeting held on Monday 8 June 2026 at 7.00pm **Draft**

Present: Cllr Harmon, Cllr Hailes-Morley, Cllr D Burke, Cllr Boughton, Cllr Smith, Andy Hearn (Estates Properties Manager) and Jo Beighton-Emms, Town Clerk.

Public Questions: None

	PART A
E06.26.01	To elect a Chair & Deputy Chair of this Committee Cllr Hailes-Morley proposed Cllr D Burke as Chair. This was seconded by Cllr Boughton with all in favour. Cllr Hailes-Morley proposed Cllr Harmon as Deputy Chair. This was seconded by Cllr D Burke with all in favour.
E06.26.02	Apologies for absence: Cllr Evans. His apologies were accepted.
E06.26.03	Declarations of Interest: Cllr Harmon declared an interest in the car parks as a business owner
E06.26.04	Minutes of the previous meeting: The minutes of the meeting held on 11 May 2026 were proposed by Cllr Hailes-Morley, seconded by Cllr Harmon, with all in favour.
E06.26.05	Estates Team Reports : 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 proposed tenant for the shop is no longer interested. c) William Loveless Hall: No further update d) Pavilion: No further update. e) KGV: The councillors agreed to a spend of up to £5000 for new goal posts. The current posts are damaged and potentially dangerous. f) Cemeteries: No further update. g) Car Parks: No further update. The Town Clerk is chasing CCC. The Town Clerk reminded the councillors of their duty to consider potential crime in all agreed actions. This will be a standing agenda item going forward.
E06.26.06	Health & Safety Update- No matters to report.
E06.26.07	Tree Management Plan and tree on the High Street: The Town Clerk reported that she is chasing the third quotation.
E06.26.08	Mede Way/Community Hub Working Group: Next meeting planned for 15 June to discuss the consultation for the Hub. The group will go door to door in the area surrounding Mede Way to target the local residents ahead of the regatta on 4 July.

E06.26.09	Wet Dock WG update: A further meeting is needed. The Funding Officer is working on a grant for dredging. WTC needs to contact the EA for advice.
E06.26.10	Chapel Museum- Sub Committee: The group to report any issues when necessary. This will no longer be an agenda item.
E06.26.11	Allotments: No update.
E06.26.12	Date & time of next meeting: It was agreed that the next meeting will be held on Monday 13 July 2026 at 7.00pm.
E06.26.13	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

The Chair provided an update on the Fisherman's Store. The Town Clerk holds a note of this part of the meeting.

The Chair closed the meeting at 19.54

Appendix A

Estates Properties Report

WLH

Hall decorating delayed due to current workload.

Kitchen Altro flooring ordered.

Gas safe booked for 17/6

Council Offices

Nothing to report.

Car Park and toilets

Car park streetlamp now fixed.

Police Houses and shop/office

Nothing to report.

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

Risk assessments being updated.

Tree outside the greyhound pub has been reduced.

A small sink hole has opened at car park exit, reported.

Mede way

Mede way play area works in progress.

Cemeteries

Nothing to report.

KGV

New signage regarding dogs added, repairs to dog area fence and gates.