



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Glynis Hailes-Morley ~ Town Clerk: Jo Beighton-Emms
77 High Street, Wivenhoe, Essex CO7 9AB
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30 September 2026

Sir/Madam,

Dear Councillor,

You are hereby summoned to an Estates Committee meeting to be held in the Council Chamber, Council Offices, 77 High Street, Wivenhoe at **7.00pm** on **Monday 12 October 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.

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. 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 the previous meeting:** To approve the minutes of the meeting held on 14 September 2026

- 4 Estates Team Reports:** To receive a report from the Properties Manager, and an update on the following:
- a) Council Offices & Yard
 - b) Police Houses
 - c) William Loveless Hall
 - d) Pavilion
 - e) KGV
 - f) Cemeteries
 - g) Car parks
- 5 Health & Safety Update-** Andy Hearn
- 6 Consideration of the impact of WTC decisions on crime and disorder-** Town Clerk Update.
- 7 Tree Management Plan:** Update from the Town Clerk.
- 8 Estates Projects Working Group**
- 9 Wet Dock Working Group**
- 10 Allotments:** Report from Cllr Evans
- 11 Date and time of the next meeting:** The next meeting will be held on Monday 9 November 2026 at 7.00pm.
- 12 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

- 13 Update from the Chair on the Fisherman's Store**

Estates Committee meeting Monday 12 October 2026-Town Clerk Report

1. Work on Phase 2 of the old cemetery wall has started.
2. The tree survey has been carried out- we await the report
3. The agreement for the CAF funding from CCC has been agreed. This is for £50k for the KGV playpark
4. We tested the process to buy a residents permit for the car park, and it failed so I am chasing CCC officers.
5. Letters have gone out to allotment holders re the rent for 2026/7. We have included a line to say that due to weather conditions over the summer we understand they may be facing difficulties and to contact us if they are struggling. The letter also refers to the big increase in water charges.
6. The Chair will provide an update on a very positive meeting with CCC officers re S106 funds for the Estates Projects WG.
7. The Chair will provide an update on legal advice and progress on the Fisherman's Store