



Wivenhoe Town Council

MINUTES of the Full Town Council meeting held in the Council Chamber on Monday 21 September 2026 at 7.00pm **Chair Approved**

Present: Cllr Hailes-Morley (Chair), Cllr Garland, Cllr D Burke, Cllr Andrew, Cllr S Burke, Cllr Harmon Peter Kay (Public Transport Representative), Jo Beighton-Emms (Town Clerk) and Emma Buckley, RFO. Five members of the public.

Public Questions: Members of Wivenhoe Scouts spoke to the council about raising funds so that they could attend the World Scout Jamboree which is held every 4 years. The theme for the next jamboree is bravery, and the event will be held in 2027 in Poland. They hope also to visit a nearby town which is twinned with Wivenhoe.

The councillors made suggestions such as considering funding options via the WCC and an article in the WTC newsletter.

The scouts and their leader left the meeting.

PART A

FC/09.26/01 Apologies for absence: Cllrs Boughton, Evans, Guy, Smith, Aldis and Luxford-Vaughan. Their apologies were accepted.

FC/09.26/02 Declarations of interest: None.

FC/09.26/03 Minutes of the previous meetings:

The minutes of the town council meeting held on 17 August 2026 were proposed by Cllr Garland, seconded by Cllr Andrew and approved as an accurate record of proceedings.

FC/09.26/04 Reports from Members of County and City Councillors & Public Transport Representative:

- a) Cllr Cory had not provided a report.
- b) Cllr Kelly had not provided a report. The councillors considered signage he had created to encourage residents to respond to the consultation on the Local Plan. Signs will be displayed around the town.

Cllr Luxford-Vaughan had not provided a report.

- c) A previously circulated report from Peter Kay (Public Transport Representative) is attached as **Appendix A**. This was considered.

FC/09.26/05 Proposal to update the WTC Complaints Policy to include a Data Protection Complaint Form- Cllr Aldis

This was proposed by Cllr Hailes-Morley, seconded by Cllr D Burke, with all in favour.

FC/09.26/06 Committees:

- a. Planning: Cllr D Burke reported that the August meeting had not been held as it was not quorate.
- b. Finance & Personnel: Cllr Hailes-Morley reported that the committee had heard a presentation by the CCLA.
Andy is trialling chargeable tools.
The councillors considered a Community Fund application. Cllr D Burke said that WTC must be consistent and inform the group that it must have its own bank account. The RFO will get back to the applicant.
The pay award for staff for 2026-27 is 3.3% which is within budget.
Energy contracts have been renewed with Octopus.
The committee agreed to a recommended rent increase for the Police Houses.
- c. Environment: Clare Kendrick-Robinson provided an update for the Biodiversity WG. The group are showing the film 'Peoples' Emergency Briefing' at the WLH on 10 November.
They are working on the legal aspects for the Nature Reserve.

Cllr S Burke reported that a report from the Net Zero WG will be presented at the next Environment Committee meeting.
Cllr Andrew encouraged everyone to respond to the CCC bus survey. Frequency and cost are the main issues.
- d. Estates: Cllr Harmon reported that:
Following a complaint from a MOP about the outdoor gym, the committee agreed to install fencing. The Town Clerk will be writing to them.
A licence to dredge the Wet Dock is being considered.
The increase in rent for the allotments from October 2027 was agreed.

FC/09.26/07 RFO Report:

- a. RFO Report: A previously circulated RFO Report at **Appendix B** was considered.
- b. Approve list of payments and receipts previously circulated: The councillors considered the previously circulated list of payments which is attached as **Appendix C**. The list was proposed for payment by Cllr Harmon, seconded by Cllr D Burke, with all in favour. Carried.
- c. Approve the Bank Reconciliation: The bank reconciliation is attached as **Appendix D**. It was proposed by Cllr Harmon, seconded by Cllr D Burke, with all in favour. Carried.
- d. The Budget: Considered. The RFO asked for all committees to consider their budgets for the next year.

FC/09.26/08 Working Groups:

- a) Pride Event: Proposal by Cllr Harmon to form a Pride Event Working Group. This was seconded by Cllr Hailes-Morley with all in favour. Updates will be provided to the Events WG.

- b) Wiv Works: Cllr Harmon reported that she has a meeting on 23 September to consider ideas for the website. She had attended a positive meeting at the University of Essex.
- c) Devolution: LGR has been abandoned.
- d) Health & Wellbeing: No update.
- e) Community Engagement & Events: Next meeting on 23 September. The Community Christmas Party is on 8 December and the staff, councillors and volunteers party is on 18 December.
- f) Car Parks: No update.
- g) Sporting Trust: No update.

FC/09.26/09 Wivenhoe Community Charity- Cllr Hailes-Morley reported on grants that have been obtained by the Funding Officer.

FC/09.26/10 Mayor's Report Cllr Hailes-Morley reported on events which she has attended in the last month, including the Battle of Arnhem Service and Ceremony at Colchester War Memorial and the raising of the Merchant Navy Flag at Colchester Town Hall.

FC/09.26/11 Town Clerk's Report: The report is attached as **Appendix E**.

FC/09.26/12 Date and time of the next meeting: It was agreed that the next meeting will be held on Monday 19 October 2026 at 7pm.

FC/09.26/13 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.

Cllr D Burke proposed that the meeting is moved to Part B in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960. This was seconded by Cllr Andrew with all in favour. The public left the meeting.

PART B

FC/09.26/14 Update from the Chair on:

- Fishermen's Store
- Injunction on the Oak Tree

The Town Clerk holds a note of this part of the meeting.

The chair closed the meeting at 20.58.

Appendix A

Public Transport Representative Report

re LOCAL PLAN NEW TRANSPORT REPORT AUGUST 2026

I have looked through this report and the items relevant to Wivenhoe / TCBGC are:

MOBILITY HUBS

(Assumed to be the same thing as Transport Hubs!)

These are now revealed to be something to be provided at rail stations (and nowhere else). Every station in the CCC area will 'have' one, but with different facilities depending on station usage level and local circumstances. At Wivenhoe there would be measures 'focusing on improved accessibility, cycle provision, wayfinding and local transport integration'. As the other items would not amount to / cost very much, it must be deduced that the large sum of money allocated to this hub in the Latimer proposed funding arrangements is principally intended for 'improved accessibility'.

So ECC can be asked how this will be achieved given that they have rejected all schemes for improved access!!

ROAD IMPROVEMENTS NEEDED FOR TCBGC

(This is all written on the basis of what additional improvements would be *needed* to cope with traffic 'growing substantially along the eastern corridor, mainly due to the TCBGC', with no consideration of who is going to fund them).

At Greenstead roundabout major alterations are proposed and there is a sketch drawing showing these for the first time (although this is bound to get amended!). The main features are:

- Removal of two of the small roundabouts (Greenstead Rd and Colne causeway).

- Replacement of the Clingoe Hill small roundabout by a signalled crossroads junction.

- Signalising of the two remaining small roundabouts (St Andrews Ave and Avon Way).

The RTS bus route running through the middle of the big roundabout in 'hamburger' style, as had been suggested previously.

At Wivenhoe Park Corner the existing arrangement would be replaced by an ordinary large roundabout ('severe queueing' is predicted if nothing is done). Also minor improvements at the Colchester Rd / Brightlingsea Rd junction.

RTS

It is now considered necessary to provide a further section of RTS westbound bus lane between Wivenhoe Park Corner and the Knowledge Gateway junction. It is also recommended that land is safeguarded for a future eastbound RTS bus lane throughout from Greenstead roundabout to Wivenhoe Park Corner.

Separate alignments will also be needed for RTS buses in each direction east of the new Wivenhoe Park Corner roundabout to get buses to/from the P&R site on the south side of the A133.

It is said in passing that 'the first RTS services would be expected to commence in 2028' with the first homes in the TCBGC.

A second branch of the RTS east is now proposed to serve the TDC 'garden villages' at Hare Green and Horsley Cross which will add further traffic demand in the A133 corridor.

Appendix B

RFO Finance Report Update for September 2026 FTC

Energy contracts have been renewed with Octopus for two years.

We have received the £50,000 grant from Enovert for the completed Mede Way project.

The second half of the precept has been received from CCC.

The pay award for 2026 has been confirmed, it was 3.3%. This is backdated to 1 April 26 and will be paid to staff this month.

b) Payments – That the circulated schedule of payments be approved.

Receipts – To approve the receipts reports for Cashbook one –

01/08 – 31/08/2026	£110,329.51
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c) Bank Reconciliations –

30/06/2026	Confirmed bank balances	£583,396
31/07/2026	Confirmed bank balances	£563,973
31/08/2026	Confirmed bank balances	£490,717

d) Budgetary Control Reports at 31.08.2026

The budget report is up to 31.08.2026

Appendix C- See attached

Appendix D- See attached

Appendix E

Town Clerk's Report- FTC 21 September 2026

1. Staffing- We have started the recruitment process for the current staff vacancy.
2. I am very pleased to confirm that WTC has been awarded the LCAS Bronze Level Award. Many thanks to the WTC team.
3. Events-
 - Community Day- Saturday 5 September.
Thank you to the WTC Team for their hard work on this very successful event.
 - Remembering Jim- Saturday 3 October at 11am. Please come along and remember our lovely colleague.
 - Civic Service- Sunday 18 October, St Mary's Church. Please confirm if you are attending.
4. The Autumn newsletter will go out in November so that we can advertise the Christmas events. Please let me have any articles by 19 October.
5. £50,000 CIF funding has been secured for the KGV Playpark. The Mede Way WG will be progressing the project.