

**HARWICH TOWN COUNCIL**

Clerk: Susan Anderson

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**MINUTES OF THE MEETING OF HARWICH TOWN COUNCIL  
HELD ON 13<sup>th</sup> OCTOBER 2010 at 7.00pm**

**at**

**THE 1912 CENTRE, COW LANE, HARWICH**

**Present: The Deputy Mayor, Councillor B Brown in the Chair  
Councillors J Brown, P Burke, R Callender, G Calver, A Colbourne,  
L Double, M Gardner, S Henderson, D McLeod, A Morrison, L Payne,  
D Rutson, J Wares**

**Clerk to the Council, Mrs S Anderson**

**Also present: Reverend Peter Mann, 11 members of the public and 1 member of the press.**

**PUBLIC QUESTION TIME**

**Mrs B Holbrook asked for assistance regarding the parking in Wellington Road and surrounding areas, by the Wind Farm employees. Mrs Holbrook has spoken with Tendring District Council and the police and suggested the Mercedes area at Bathside be used to help alleviate the parking problem. Councillor Payne confirmed that he had spoken briefly with the Portfolio Holder at Tendring District Council, who is responsible for car parking, about the problem to discuss ways to ease the problem. Mrs Holbrook suggested that perhaps Harwich International Port should use a mini bus to help minimalise the parking problems.**

**Mr M Stanford stated that because vehicles are parking illegally in Wellington Road, enforcement was needed.**

**Trisha Heaton stated that residents should write to the company who are overall in charge, requesting buses to be laid on for workers. Councillor McLeod offered to contact the relevant companies regarding this problem. Councillor J Brown agreed to contact the Port Liaison Committee regarding the situation.**

**The Council were informed of a press release regarding the new Managing Director of INTend, Mr Matthew Hill. The Council fully agreed that Harwich International Port and INTend be informed of the current parking problems in Harwich and to request their assistance with this matter.**

**Mr D Flavell asked if there had been any response regarding the request for a 20 mph zone in certain parts of old Harwich. Councillor Payne confirmed that as no response had been received, the Clerk to write to the Highway Officer.**

**Mr D Flavell asked that now the LV18 will be positioned at Harwich Quay, where is the additional parking to be? Councillor Callender confirmed that**

**Trinity House needed some of the land at Gas House Creek and that tenders were out for lease as a working quay but most of the parking at Harwich Quay is to be left in place along with disabled parking spaces.**

**Prayers were said by Reverend Peter Mann.**

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**63/10 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Howlett and Tyrer.

**64//10 DECLARATIONS OF MEMBERS' INTERESTS**

Councillors Double declared a personal and prejudicial interest in F20/10.  
Councillor Payne declared a personal interest in 10/10 as Chairman of Governors at Harwich Community Primary School.

**65/10 MAYOR'S ANNOUNCEMENTS**

The Deputy Mayor gave a comprehensive report on engagements undertaken by the Mayor since the last council meeting.

**66/10 MINUTES OF THE LAST MEETING**

**RESOLVED:** that the minutes of the meeting of the Town Council held on 1<sup>st</sup> September 2010 (previously circulated) be approved by the Chairman and signed as a true record.

**67/10 MILTON ROAD CAR PARK**

Further to Minute 52/10, a response received from Tendring District Council regarding changes to the car parking charge at Milton Road car park was noted.

**68/10 £85,000 ALLOCATED S106 MONEY**

Further to Minute 30/10, Councillor Calver asked the Clerk what decision was taken regarding the s106 allocated money for Harwich. It was confirmed that the Mayor was to arrange a meeting with local traders, Tendring District Council and Harwich Town Council to discuss the matter. Councillor Calver proposed a request for information from the Mayor as to whether a meeting has been arranged, as it is vital for this to happen as soon as possible.

The Council **RESOLVED:** to invite Matthew Hill of INTend to the next meeting to give details of his proposals and development of Harwich.

**69/10 HARWICH QUAYSIDE DESIGN**

A response received from The Essex Design Initiative of Essex County Council was noted. Councillor Payne suggested that as Councillor Callender has seen the design requested sight of proposals. **RESOLVED:** to write to Essex County Council requesting the sight of final plans and designs, to enable Harwich Town Council to make comments or hold a special meeting, before works commence.

**70/10 REGISTRY OF BIRTHS, DEATHS AND MARRIAGES**

Councillor Payne informed members of the need for a local office to register births, deaths and marriages as it was only possible to register in Colchester or Clacton. **RESOLVED:** to write to Essex County Council requesting a local office be available twice a week, for a Registrar and for Councillor Callender to ask the Chief Executive of Essex County Council, if the property in Dovercourt High Street could be used to continue this service.

**71/10 ELECTRIC PALACE CINEMA – CENTENARY YEAR**

Councillor Payne informed members of the need to change the existing projector at the Electric Palace to digital one, as all films will be presented this way in 2012/2013. The cost of a digital projector is £65,000. The Council **RESOLVED:** to grant a one off precept payment of £20,000 towards the purchase of a digital projector which will be subject to £45,000 match funding before the monies was paid.

**72/10 GHANA – UK SCHOOLS PARTNERSHIPS**

The Council unanimously supported the proposals submitted by The Mayor and **RESOLVED:** (a) that The Mayor write to each of the Mayors of Ghana's linked schools in order to start a dialogue between our Town leaders, and (b) that if a positive response is received, a small working part be set up to look at ways in which further the bonds can be made between our areas.

**73/10 ENVIRONMENT AGENCY – MAJOR REFURBISHMENT OF FLOOD GATES**

The Council noted a request from the Environment Agency to support and hold a meeting on 18<sup>th</sup> November 2010, regarding major refurbishment of the flood gates between Bathside and Angel Esplanade. **RESOLVED:** for the Clerk to book the 1912 Centre on 18<sup>th</sup> November 2010 and, if not available, to seek an alternative venue.

**74/10 ADDITIONAL COUNCIL MEETING**

The Clerk asked the Council to hold an additional Council Meeting after the Planning Committee meeting on 15<sup>th</sup> December 2010 as Tendring District Council has requested the precept figures by 31<sup>st</sup> December 2010, a week earlier than previous years. Councillor Double informed members that an additional Council meeting was unnecessary as Tendring District Council do not finalise budget until 8<sup>th</sup> February 2011. **RESOLVED:** that budget figures will be approved at the Full Council meeting on 5<sup>th</sup> January 2011.

**75/10 HARWICH MAYFLOWER PROJECT**

The Council was informed that the trustees of the Harwich Mayflower Project have requested permission to professionally scan the Harwich Charter for inclusion onto their new website. Members fully supported the idea and unanimously agreed that the original charter should not be removed from The Guildhall. Members **RESOLVED:** for Councillor Callender to contact the Essex Records Office who, in turn, will advise the Clerk of the procedure used to preserve and scan the charter.

**76/10 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

Councillor Double expressed concerns regarding the large grants awarded to Teen Talk of £10,000 and £6,000 conditional grant funding awarded to the Ark Family Resource Centre as both grants appeared to be for similar topics. The Council voted on Minute F18/10 and F21/10, it was agreed that the funding be awarded.

Councillor Double questioned whether the meeting was quorate. The Clerk confirmed that she had consulted the Legal Department who advised that the meeting was indeed quorate.

**RESOLVED:** that the minutes of the meeting of the Finance and General Purposes Committee held on 8<sup>th</sup> September 2010 (previously circulated) be approved by the Chairman and signed as a true record.

**77/10 MINUTES OF THE GUILDHALL COMMITTEE**

**RESOLVED:** that the minutes of the meeting of the Guildhall Committee held on 22<sup>nd</sup> September 2010 (previously circulated) be approved by the Chairman and signed as a true record.

**78/10 ACCOUNTS**

Payments and receipts, current balances, financial activity against budgets and earmarked funds were noted. **RESOLVED:** to authorise payments as listed Appendix A.

It was **FURTHER RESOLVED:** to approve Appendix Page 9 of the Financial Regulations.

**79/10 BRIEF REPORT OF MEMBERS**

Councillor B Brown reported on his recent attendance at the Merchant Navy Memorial Service, RAFA Remembrance at St Michaels, Civic Service at Stowmarket and attendance at a Patient Commission Forum at Harwich Hospital, report at next meeting.

Councillor Calver requested that any outstanding projects should be placed on the agenda to be finalised.

**80/10 ESSEX COUNTY COUNCIL -WASTE DEVELOPMENT DOCUMENT**

Notification from Essex County Council regarding the consultation period from 7<sup>th</sup> October to 2<sup>nd</sup> December 2010 for the Waste Development Document, was noted.

**81/10 MERCHANT NAVY**

It was agreed that a thank you letter, received from W H Brown in recognition of the support received from Harwich Town Council for Merchant Navy Day, be placed on the Harwich Town Council website.

**82/10 CHRISTMAS LIGHTS FOR DOVERCOURT HIGH STREET**

Councillor B Brown read a proposal from The Mayor requesting all ward councillors to work together to obtain the necessary permission to string the Christmas lights across Dovercourt High Street. **RESOLVED:** for Councillor Callender to approach Essex County Council to obtain the necessary permission.

**83/10 DATE OF NEXT MEETING**

The next meeting of Harwich Town Council will be held on Wednesday 24<sup>th</sup> November 2010 at The 1912 Centre, Cow Lane, Harwich at 7.00pm, or at the rise of the Town Planning Committee, whichever is the later.

**84/10 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:** that pursuant to Section 1 of Public Bodies (Admission to Meetings) Act 1960 the meeting is closed to the press and public for the transaction of the under-mentioned business.

To receive and update of Magistrates Court report.

**TOWN MAYOR AND CHAIRMAN**

**DATE**