

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Wednesday 2<sup>nd</sup> September 2015 at 7.01pm**

<b>Present:</b>	<b>Councillors Ashley, B Brown, J Brown, Calver, Carr, Erskine, Fay, Fowler, Harriss, I Henderson, J Henderson, Powell and Smith</b>
<b>In the Chair:</b>	<b>Councillor Morrison</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>2 members of the public and 1 member of the press</b>

<b>057/15</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Harriss, McLeod and Todd
<b>058/15</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>059/15</b>	<b><u>PUBLIC QUESTIONS</u></b> Dr Rogers mentioned that since he is hard of hearing and finds it very difficult to understand what's being said, especially as he can't always see faces, he asked if there is any possibility for the installation of a Loop hearing system. The Clerk elaborated on the possible plans for installing such a system within the Chamber.
<b>060/15</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Deputy Mayor, on behalf of the Mayor, gave an account of some of the engagements attended since the last meeting, including opening the Sea Festival, attending an opening night of the West Cliff Theatre %Summer Show, the Bobbits Hole stroll and the opening of the new Leisure Hut. He further attended the Horse Rangers Ball, the Harwich & Parkeston Football club fun day, the Clacton Air Show and Merchant Navy Day service. Cllr Morrison provided details of a forthcoming Mayoress event at the Electric Palace. Deputy Mayor attended Quayside Court for the 150 <sup>th</sup> anniversary of the building on 28 <sup>th</sup> .
<b>061/15</b>	<b><u>MINUTES OF THE LAST MEETING</u></b> <b>RESOLVED:</b> That the Minutes of the meeting of the Town Council held on 22 <sup>nd</sup> July 2015 (previously circulated) be approved by the Chairman and signed as a true record. <b>FURTHER RESOLVED:</b> That the Minutes and Confidential Minutes of the Extraordinary meeting of the Town Council held on 12 <sup>th</sup> August 2015 (previously circulated) be approved by the Chairman and signed as a true record.

062/15	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 036/15</b> – Members noted confirmation of attendance of the PCC Nick Alston at an Extraordinary meeting of the Council on 23<sup>rd</sup> September 2015.</li> <li>• <b>MIN 046/15</b> – Members considered a response from Jonathan Hamlet regarding Community Warden(s). Cllr Erskine said it's curious there is still 1 post to be filled, which creates a stretch on the single employee who is in post. He asked if Jonathan could elaborate on how long the second post will take to fill. The Clerk agreed to check on this and report back.</li> </ul>
063/15	<p><b><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 189/14</b> – Members considered a request for an extension to the U3A's use of the Petanque facilities until the end of September 2015. <b>RESOLVED:</b> To agreed the extension</li> <li>• <b>MIN 037/15</b> - Cllr I Henderson referred to the new Part Night Street Lighting consultation. He confirmed that there has been letters sent to councils and district councillors to present their views by 11<sup>th</sup> September. He asked that all district councils also make their views known. HTC have already reaffirmed their views.</li> </ul>
064/15	<p><b><u>RESCHEDULE OF COUNCIL AND PLANNING MEETINGS</u></b></p> <p>Members considered revising some of the dates scheduled for Planning and Full Council meetings following the change of venue back to the Guildhall. <b>RESOLVED:</b> To approved the revised meeting schedule.</p>
065/15	<p><b><u>HARWICH FOOD BANK</u></b></p> <p>Cllr Smith advised members of a recent decision by TDC not to permit a relocation of the food bank to the former Council offices at Waddesden Road. He proposes write to TDC to ask them to reverse their decision. The Clerk read aloud an annotated version of Cllr Calver's personal submission in favour of the use of Waddesden Road. Cllr I Henderson supported this also and thanked those who have made the facility available thus far. He felt the Council should back this proposal. Cllr Smith confirmed between 40 and 50 people make use of the food bank each month. The decision is subject to call in and it has been, by Cllrs Calver, I Henderson and J Brown. Cllr B Brown wasn't aware of the decision by TDC when asked to support the call in, and confirmed he didn't make a recommendation. He further confirmed he has personally supported the food bank. He did feel there were other locations/community hubs locally that would be equally as appropriate that didn't have the same financial outlay. He felt their costs would be better put to use on supplies rather than rents and maintenance costs. Cllr I Henderson said the churches have been trying to find new, larger, premises for some time. Waddesden Road has been used for the Winter Warmers events and so TDC are aware that there is a local need for vital support services. Cllr Henderson read a statement from a report supporting the growing need for food banks. <b>RESOLVED:</b> To write to TDC and request it revises it decision to offer a lease to the Harwich Food bank at the Waddesdon Road premises.</p>
066/15	<p><b><u>MINUTES OF THE LAST FINANCE &amp; GENERAL PURPOSES COMMITTEE MEETING</u></b></p> <p><b>RESOLVED:</b> that the Minutes and Confidential Minutes of the meeting of the</p>

	<p>Finance &amp; General Purposes Committee held on 28<sup>th</sup> July 2015 (previously circulated) be received.</p> <p>Members also considered the recommendations of the Committee in terms of grant funding to <u>We Are Music</u></p> <p><b>FURTHER RESOLVED:</b> To accept the recommendations and grant £1300 s137 funding.</p>
067/15	<p><b><u>MINUTES OF THE LAST ALLOTMENT COMMITTEE MEETING</u></b></p> <p><b>RESOLVED:</b> that the Minutes of the meeting of the Allotment Committee held on 30<sup>th</sup> July 2015 (previously circulated) be received.</p>
068/15	<p><b><u>ACCOUNTS</u></b></p> <p>Payments and receipts, current balances, financial activity against budgets and earmarked funds were noted.</p> <p><b>RESOLVED:</b> to authorise payments as presented.</p>
069/15	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES</u></b></p> <p>“ Cllr Powell attended a Festival of the Arts meeting and reported there’s uncertainty about what to offer for next year’s event, but that they are looking at the Box Office at the Library. They’ve been chosen to set it up and run it. This will be a hub for all information on events and where tickets can be purchased.</p> <p>“ Cllr Erskine attended a TDALC meeting on 22<sup>nd</sup> July where there was a presentation from Gill Ross from EALC. Some of the topics discussed included the possible removal of one layer of government and litter on the A120.</p> <p>“ Cllr Fowler couldn’t attend the Harwich Conservation Panel meeting held today. She confirmed no correspondence or meeting dates had been advised for the HDCA or the RBL.</p>
070/15	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted confirmation of receipt of the outcome of the Annual audit for year ending March 2015. Members recorded their thanks to the Clerk and Assistant Clerk for their efforts and hard work in getting the accounts through the auditors successfully. The Clerk confirmed that an Action Plan was in place for addressing the issues raised by the Internal Auditor in terms of workload and staffing hours.</li> </ul> <p>“ Members noted the proposed changes to the Upper Dovercourt Post Office at 477 Main Road, Dovercourt. Cllr J Henderson did receive this independently and confirmed that if they don’t diversify then they can’t exist. She was pleased the service will continue.</p> <p>Cllr Erskine said it’s refreshing to see they want to modernise and invest rather than close it.</p> <p>“ Cllr Calver advised members that the first meeting of the Civic Protocols Working Party had taken place and one matter came up where some traditions had fallen by the wayside and in coming back to the Guildhall for meetings, and that the Mayor wore the badge when officiating at meetings. It’s an existing right but at the discretion of the Mayor. The Mayor has agreed to do this at future meetings.</p>
071/15	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Tuesday 13<sup>th</sup> October 2015 at The Guildhall, Church Street, Harwich, at 7.00pm</b>, or at the rise of the Town Planning Committee, whichever is the later.</p>

**072/15**

**EXCLUSION OF PUBLIC AND PRESS**

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting was closed to the press and public for the transaction of the under-mentioned business:

“ **Decoration of the Guildhall**

- **Plaque Presentation**

The Chairman closed the public part of the meeting at 7.56pm

**CHAIRMAN**

**DATE**