

HARWICH TOWN COUNCIL
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MINUTES of the Meeting of the HARWICH TOWN COUNCIL
 held at
The 1912 Centre, Cow Lane, Harwich
 on **Wednesday 25th February 2015 at 7.03pm**

Present:	Councillors Brown, Calver, Day, Flavell, Fowler, I Henderson, J Henderson, King, McLeod, Morrison, C Powell, F Powell, Thompson and Thurlow
In the Chair:	Councillor Todd
Clerk:	Mrs Lucy Ballard
Also present:	1 member of the public, 2 members of the press and Fiona Young and colleagues from CVST

146/14	<u>APOLOGIES FOR ABSENCE</u> Cllr Nicholson
147/14	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> Cllrs Calver and Fowler declared a non-pecuniary interest in item 15 as executive members of the Harwich Society.
148/14	<u>PUBLIC QUESTIONS</u> None
149/14	<u>MAYOR'S ANNOUNCEMENTS</u> The Mayor gave an account of some of his engagements since the last meeting, which included attending the Ark Centre for The Project on 11 th Jan.
150/14	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the Minutes and Confidential Minutes of the meeting of the Town Council held on 14 th January 2015 (previously circulated) be approved by the Chairman and signed as a true record.
151/14	<u>HILL Project</u> Fiona Young, Community Development Officer of Community Voluntary Services Tending (CVST) gave a PowerPoint presentation to members on the HILL Project (Healthier and Independent Longer Lives). CVST's mission is developing and supporting voluntary action and empowering local people. They support and promote the third sector and liaise with local groups. Initiatives in Harwich and Dovercourt include the Specialist Stroke Services and Colchester and Harwich Hopper Bus service. She talked about the Get Moving project to promote healthier living. They work in collaboration with a swimming facility to promote low cost swimming sessions. They also work closely with the

	<p>Community Agents and they attend the befriending group meetings along with Careline. Walter Benson assists with the Bereavement and Friendship Club which has seen numbers grown immensely. They work in partnership with the Co-op bereavement. Clubs in Clacton, Walton and Jaywick are up and running. Some members have set up an art group for all levels called Dabblers. They have a learning programme to provide training, i.e. manual handling and first aid or jewellery making. IT club held on Fridays uses those volunteers with IT skills to assist people with their CVs and there are also representatives attending from the job centre. They have a befriending scheme where volunteers assist those in need to become mobile or more social. The Winter Warmth project funded by ECC helps to provide materials and information to keep people warm i.e. draught excluders and foil radiator reflectors. They also assist with providing information on insulation schemes. They will be coming to Harwich with their Friendship Café. Fiona asked for contacts with local agencies to spread the word and is seeking volunteers.</p> <p>Cllr McLeod said it was a good idea. Cllr Calver asked where they intend to be based. Fiona said they are looking at suitable venues. This is done after targeting the need.</p>
152/14	<p><u>MATTERS ARISING FROM THE MINUTES</u></p> <ul style="list-style-type: none"> • Min 136/14 . The Clerk gave an update on the measures taken so far in seeking posthumous honour for the late Captain Fryatt. She confirmed receipt of a documented story of his life from the Council's Honorary Archivists and would now be submitting this along with supporting evidence to Bernard Jenkin MP. • MIN 137/14 . Members noted that the first instalment of the 2015/16 precept would be credited on 9th April 2015.
153/14	<p><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></p> <ul style="list-style-type: none"> • Min 97/14 . Members noted a letter from Richard Howitt MEP regarding the subsidies which are available to small fishing vessels to allow them to comply with the EU Regulations on Sulphur Emissions. Cllr I Henderson said it was credit to the Mayor for pursuing this item and members gave thanks to him for his efforts.
154/14	<p><u>PENSIONS NOMINATIONS</u></p> <p>Members noted the requirement to submit nominations for membership of HTC staff to the Local Government Pension Scheme, which has followed a 28-day period of public notice as follows: %As required by legislation notice is hereby given that the post of Town Clerk/Clerk to the Council; Assistant Clerk; and Estates Supervisor will be admitted to membership of the Local Government Pension Scheme operated by Essex County Council, following the necessary 28 days public notice. This item will be included in the agenda of the meeting of the Town Council on 25th February 2015+.</p> <p>RESOLVED: that the post of Town Clerk/Clerk to the Council; Assistant Clerk; and Estates Supervisor will be admitted to membership of the Local Government Pension Scheme with effect from the commencement of their respective appointments.</p>
155/14	<p><u>REQUEST TO USE THE HTC CREST</u></p> <p>Members considered a request from the Crime Prevention Panel to use the HTC Coat of Arms on their new website.</p> <p>RESOLVED: To permit use of the Coat of Arms in support of the CPP rather than as their header logo.</p>

156/14	<p><u>HSBC CLOSURE</u></p> <p>Members considered a request from a local resident to send a letter to HSBC to request the Harwich branch, which is set to close on 6th March, remain open. Members agreed closure would affect elderly people who like to use branches rather than online services and Cllr Day referred to Brightlingsea where there are no banks and which has caused a lot of disruption. Cllr J Henderson referred to Barclays closing 1 day a week.</p> <p>RESOLVED: To write to HSBC quoting local deprivation, a high elderly population, poor transport links, transport poverty, an area with low car ownership, the difficult nature of our location and the increase in local population as justification to keep the branch open.</p>
157/14	<p><u>YEAR 10 WORK EXPERIENCE</u></p> <p>Members considered a request from the H&D High School to accommodate a Year 10 pupil for a 2-week work placement commencing 29th June 2015.</p> <p>RESOLVED: To accept the request and permit a two-week work placement.</p>
158/14	<p><u>FINANCIAL REGULATIONS, RISK ASSESSMENTS AND INTERNAL CONTROL MEASURES</u></p> <p>Members reviewed the newly amended Financial Regulations along with the Financial Risk Assessment and Measures for Internal Control as prepared by the Clerk. Members thanked the Clerk for her efforts working on the new regulations and the time taken to amend and refine them.</p> <p>RESOLVED: To adopt the Financial Regulations with effect from April 2015.</p> <p>FURTHER RESOLVED: To accept the risk assessment. Members also accepted the control measures in place to mitigate risks were robust.</p>
159/14	<p><u>FLOOD SIREN</u></p> <p>Members discussed obstacles encountered in trying to replace the former Flood Siren which had been removed from Harwich Police Station back in 2013. Cllr Day read a statement on behalf of Harwich Town Council (Appendix A) detailing the current position and made a recommendation to Council on behalf of the Flood Siren Working Party. Cllr Flavell thanked everyone for their efforts on progressing the project this far. Cllr I Henderson said HTC couldn't take on this responsibility without the backing of the decision-making authorities and this is the only way forward. Cllr McLeod said we have been let down by the authorities.</p> <p>RESOLVED: Not to proceed with the flood siren project and refer back to F&GP to discuss ways in which HTC can assist.</p>
160/14	<p><u>FRYATT DAY</u></p> <p>Members considered a suggestion by the Harwich Society to establish a local Fryatt Day on 27th July each year, on which the Guildhall, along with other local visitor attractions, would fly its flag at half-mast in respect of Captain Fryatt's service and sacrifice.</p> <p>RESOLVED: To endorse the establishment of Fryatt Day and fly the Guildhall flag at half-mast each July 27th.</p>
161/14	<p><u>DOVERCOURT TOWN CENTRE</u></p> <p>Members considered providing hanging baskets for this year as part of Harwich in Bloom. In 2014 the baskets were on all the lamppost in town, 24 in total. This year, 30 hanging baskets are required, the cost of which is estimated at £3000. The Harwich & Dovercourt Partnership have confirmed this isn't one of their priorities for this year. Cllr Henderson urged local traders to take part in the</p>

	<p>scheme also if they can. Cllr Calver suggested that F&GP look into the funding of the Christmas Lights. RESOLVED: To proceed with funding 30 hanging baskets, allowing up to £3250 from the Economic Development budget in the 2015/16 financial year.</p>
157/14	<p><u>MINUTES OF THE LAST ENVIRONMENT & COMMUNITY COMMITTEE MEETING</u> RESOLVED: that the Minutes of the meeting of the Environment & Community Committee held on 21st January 2015 (previously circulated) be received.</p>
156/14	<p><u>MINUTES OF THE LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING</u> RESOLVED: that the Minutes and Confidential Minutes of the meeting of the Finance & General Purposes Committee held on 11th February 2015 (previously circulated) be received. FURTHER RESOLVED: To accept the recommendations of the F&GP Committee in respect of granting funds to: The Harwich Festival of the Arts and the Harwich & Dovercourt Cricket Club. FURTHER RESOLVED: To agree to front-fund up to £30k for a Putting Green Improvements project, conditional upon TDC confirming that s106 monies are available to reimburse the cost. This will also house a tourist information hub. Cllr Calver thanked the Estates Supervisor for his invaluable assistance with the project thus far. Cllr I Henderson confirmed that HTC would again be funding the cruise crew shuttle bus during the 2015 tourist season at a cost of £3920 to be funded from the Economic Development budget. FURTHER RESOLVED: that the Minutes of the Extraordinary meeting of the Finance & General Purposes Committee held on 23rd January 2015 (previously circulated) be received.</p>
157/14	<p><u>ACCOUNTS</u> Payments and receipts, current balances, financial activity against budgets and earmarked funds were noted. RESOLVED: to authorise payments as presented.</p>
158/14	<p><u>BRIEF REPORTS BY MEMBERS.</u> " Cllr King received confirmation from Richard Colley that the Charities Commission has issued the HDCA a new charity number, and that their constitution is being revised. Scheduled works for the coming year are redecoration and continued refurbishment improvements. " Cllr Todd was invited to the Mayflower Project for a full site visit. They are still looking for funding and fundraising ideas.</p>
159/14	<p><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u> " Members discussed the subject of several letters which had been received regarding the placement of parking cones in part of Highfield Avenue recently, by the North East Essex Parking Partnership, under direction of Tendring District Council. Cllr J Henderson read extracts from some of the letters received. She expressed total unhappiness at the situation. She said this was unacceptable heavy handedness and feels HTC should challenge this action. Cllr Morrison read an extract from another letter and felt that if no traffic law was being broken then motorists should be able to park freely on the public highway. Cllr Flavell felt that it was disgraceful that HTC weren't properly informed in advance of the action. Cllr King asked if HTC could ask for the detail and information on how</p>

	<p>this came about and how the decision was made. Cllr C Powell asked what the legal position is in relation to the placing of the cones.</p> <p>RESOLVED: to send a letter to TDC, NEEP, Police and ECC asking for full details and a full explanation of their actions and why the Council wasn't duly informed.</p> <p>FURTHER RESOLVED: to write to Cllr R Callender (TDC) to ask why he considered it appropriate to involve himself and why he felt it appropriate to seek to have the cones placed.</p> <p>“ Cllr McLeod mentioned the reception held on 23rd February in recognition of 10 years co-working of the Council's Honorary Archivists. He thanked all those involved in the project to refurbish the former flat into the new Archive Centre.</p> <p>“ Cllr Flavell mentioned that TDC were in the process of purchasing the Pumping Station at Beacon Hill but noted that, during a recent visit to the site, the perimeter fence was down and there was no door on the pumping station which was dangerous given the severe drop just inside the entrance.</p>
<p>160/14</p>	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of Harwich Town Council will be held on 8th April 2015 at The 1912 Centre, Cow Lane, Harwich, at 7.00pm, or at the rise of the Town Planning Committee, whichever is the later.</p>

The Chairman closed the meeting at 8.36pm.

CHAIRMAN

DATE