

MINUTES of the Meeting of the ENVIRONMENT & COMMUNITY COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Tuesday 16th June 2015 at 7.00pm

Present:	Councillors Ashley, Fay, Harriss, I Henderson, McLeod, Powell and Smith
In the Chair:	Councillor Fowler
Clerk:	Mrs Michelle Townsend
Also present:	Councillor Brown present as a member of the public and no press

PUBLIC QUESTION TIME:

None

E01/15	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Councillors Morrison and Carr
E02/15	<u>ELECTION OF VICE CHAIR</u> RESOLVED: To appoint Cllr Powell as Vice-Chair of the Environment & Community Committee
E03/15	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> Councillor Fay declared an interest in relation to E57/14 . he is a resident of Williamsburg Ave.
E04/15	<u>MINUTES OF THE LAST MEETING</u> RESOLVED that the minutes of the Environment & Community meeting held on 10 th March 2015 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
E05/15	<u>MATTERS ARISING FROM THE MINUTES.</u> E75/14 – Provision For Second Community Notice Board – Order placed and board received. Awaiting approval of new location within the Putting Green. E76/14 – Upkeep of the Buoy . Jet and Water have completed the work. E87/14 – Tree Planting & Outdoor Spaces . Clerk has written to all Horticultural Advisers thanking them for their assistance and to request confirmation that they wish to continue in this position. A reply has been received from Chris Greenfield. E91/14 – Emergency Planning . Revised plan (version 2) has been approved and adopted by Full Council.
E06/15	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> E57/14 – HGV's Williamsburg Avenue . Referral has been submitted to the Local Highways Panel. Councillor Ashley gave an overview of the difficulties haulage drivers experience with the lack of designated parking for lorries in order for the drivers to purchase essential items. Councillor I Henderson confirmed that is was still in the verification stage and would pass this feedback to the LHP. E60/14 – Proposal For Buoy at Gas House Creek . Referral for the installation of a Gateway Feature has been submitted to the Local Highways Panel . awaiting update.

E07/15	<p><u>TREE PLANTING & OUTDOOR SPACES</u></p> <p>Chris Greenfield has confirmed that he wishes to continue in his capacity of Horticultural Adviser to the Council.</p> <p>RESOLVED: Clerk to advertise for a further vacancy of Horticultural Adviser at no additional cost to the council.</p> <p>Following the installation of the new kiosk on the Dovercourt Putting Green, two small beds have been created.</p> <p>RESOLVED: Clerk to write to Harwich Society Gardening Group to ask if they would consider planting and maintaining the area on behalf of Harwich Town Council.</p>
E08/15	<p><u>LIFTING OF PARKING RESTRICTIONS IN THE DRIVE</u></p> <p>Members reviewed the 40 responses received (two of which are from the same household) from the 42 properties in The Drive and wish to support the residents.</p> <p>Councillor I Henderson thanked the west central ward councillors for their time given to deliver letters and speak to the residents.</p> <p>RESLOVED: Clerk to forward a brief report to Tendring District Council and express that Harwich Town Council do not wish any further action to be taken regarding the request to lift the parking restrictions in The Drive.</p> <p>FURTHER RESOLVED: Clerk to write to all residents of The Drive thanking them for their time given to respond to Harwich Town Council via the consultation and notify them of the outcome.</p>
E09/15	<p><u>DISUSED TRAIN FERRY TERMINAL - HARWICH</u></p> <p>Members reviewed the response received from TDC Planning Services and welcomed their intension to hold a meeting with Hutchinson Ports (UK). The Clerk highlighted the deadline dates set out within the S106 Legal agreement and members stressed their disappointment with the lack of response from Hutchinson Ports (UK).</p> <p>RESLOVED: Clerk to chase a response from Hutchison Ports (UK) giving a 28 day deadline.</p> <p>FURTHER RESOLVED: Clerk to write to Derek Walker TDC, highlighting Hutchinson Ports obligations set out within the legal agreement, including deadline dates and ask what action they intend to take should the meeting not go ahead. HTC request to be kept up to date with progress made and to be involved in future meetings with HP. Councillor A Todd to attend as HTC representative.</p>
E10/15	<p><u>ONE WAY VALVE ON THE SURFACE WATER SYSTEM AT HARWICH QUAY</u></p> <p>Damian Williams (TDC Emergency Planning Team) verbally confirmed that a meeting was held with Anglia Water and Environment Agency to determine who is responsible for what. The Environment Agency is investigating and will notify TDC once the information is collated. Those flaps which are highlighted as TDC responsibility will be maintained as part of an ongoing programme. Councillors expressed concerns that not all flood defences are in operation and that action should be taken immediately.</p> <p>RESOLVED: Clerk to write to TDC Emergency Planning Team expressing HTC concerns and request immediate action and regular written updates.</p>
E11/15	<p><u>PUTTING GREEN</u></p> <p>Councillor Powell provided an update on the progress of this project. Members discussed new signage and the possibility of an opening day. It was agreed that further investigation is require for a suitable clock and the installation of a permanent flag pole would be discussed at a later date.</p> <p>RESOLVED: Location of 2nd community notice board agreed. Clerk to proceed with request for TDC to install.</p> <p>FURTHER RESOLVED: Wording and layout of signage agreed. Rectangular and triangular templates to be requested and forwarded to members for final decision. Once approved, Clerk to proceed with order and installation.</p> <p>FURTHER RESOLVED: To replace order for the open swinging sign to a windless banner flag. Clerk to proceed with order.</p>

	<p>FURTHER RESOLVED: To recommend to F&GP Committee or Full Council, whichever is soonest, an opening day to relaunch the Putting Green on Saturday 15th August 2015 where all facilities will be offered free of charge subject to a maximum of 30 minutes play. Consideration will be required for the number of HTC officers/members to be available on the day to assist.</p> <p>FURTHER RESOVLED: The Putting Green Working Party to include the following members: Cllr C Powell as Chairman, Cllr McLeod, Cllr G Calver and Cllr S Fay.</p>
E12/15	<p><u>EMERGENCY PLANNING</u></p> <p>Councillor Powell confirmed his attendance at the TDC Community Resilience meeting on 9th June 2015 and provided a brief update. Cllr I Henderson confirmed that F&GP Committee have resolved to earmark £5k for the Emergency Planning Working Party to formulate proposals for flood risk awareness/education.</p> <p>RESOLVED: The Emergency Planning Working Party to including the following members: Councillor McLeod, Harriss, Fowler and Powell</p>
E13/15	<p><u>LOCAL HIGHWAYS PANEL</u></p> <p>Councillor I Henderson confirmed that slow progress was being made with projects previously submitted to the LHP and he will address this issue at his meeting in County Hall. The completion date for the pedestrian crossing on Lower Marine Parade should be before the school summer holidays. More money has been earmarked for the design and possible structure to the roundabout near Morrisons.</p> <p>The next meeting of the LHP will be on 9th July 2015.</p>
E14/15	<p><u>PROVISION OF RECYCLING BOXES</u></p> <p>The Clerk made members aware of Essex County Library's offer to house the recycling boxes for local residents to collect as required.</p> <p>RESOLVED: Clerk to proceed with arranging the relocation of storage of the boxes and inform TDC of our intensions.</p>
E15/15	<p><u>PLANNING FOR FUTURE PROJECTS</u></p> <p>The Chairman asked members to consider ideas for future environment/community projects and forward to the Assistant Clerk so that they may be considered at the next meeting.</p>
E16/15	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <p>Winter Salt Bag Scheme – Invitation to participate received from Essex County Council but due to deadline set, this is unable to be considered at the next meeting. Members agreed to participate under the same conditions and arrangement agreed last year.</p> <p>Councillor McLeod informed members that temporary approval has been granted for a vintage van to trade in West End Lane.</p>
E17/15	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of the Environment & Community Committee will be held at the Guildhall, Church Street, Harwich on Wednesday 9th September 2015 at 7pm.</p>

The Chairman closed the meeting at 21.05pm

CHAIRMAN

DATE