

**HARWICH TOWN COUNCIL**  
 Guildhall, Church Street, Harwich, Essex CO12 3DS  
 Tel: 01255 507211  
 email: [info@harwichtowncouncil.co.uk](mailto:info@harwichtowncouncil.co.uk)

**MINUTES of the Meeting of the ENVIRONMENT & COMMUNITY COMMITTEE**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on  
**Wednesday 21<sup>st</sup> January 2015 at 7.00pm**

<b>Present:</b>	Councillors Brown, Flavell, I Henderson, F Powell and King
<b>In the Chair:</b>	Councillor Fowler
<b>Clerk:</b>	Mrs Michelle Townsend
<b>Also present:</b>	Councillors Calver and Morrison No members of the public and or press

**PUBLIC QUESTION TIME:**

None

<b>E64/14</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Apologies were received from Councillors Day, McLeod, Todd and Thompson and Horticultural Advisers Chris Greenfield and Paul Preece.
<b>E65/14</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>E66/14</b>	<b><u>MINUTES OF THE LAST MEETING</u></b> <b>RESOLVED</b> that the minutes of the Environment & Community meeting held on 18 <sup>th</sup> November 2014 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
<b>E67/14</b>	<b><u>MATTERS ARISING FROM THE MINUTES</u></b> <b>E57/14 – HGV’s Williamsburg Avenue</b> . Referral has been submitted to the Local Highways Panel. <b>E60/14 – Proposal For Buoy at Gas House Creek</b> . Referral for the installation of a Gateway Feature has been submitted to the Local Highways Panel.
<b>E68/14</b>	<b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b> <b>E07/14 . Asset of Community Value</b> - Full Council ratified the decision of the E&C Committee to nominate the Trafalgar Public House as an Asset of Community Value. Request and justification has been submitted to TDC who have advised of a further slight delay. HTC’s nomination is being considered by Cabinet on 23 <sup>rd</sup> January 2015. <b>E40/14 .</b> HTC Tree Grant application was submitted to TDC on 25 <sup>th</sup> September 2014. A grant of £675 has been awarded and will be paid following payment of the invoice and submission to TDC. <b>E40/14 .</b> TDC has been advised of HTC’s dissatisfaction with the improvements made to the putting green hedge. A meeting was held with Trevor Mills on 18 <sup>th</sup> November 14. Reply received from TDC. <b>E22/14 – Tree Planting &amp; Outdoor Spaces</b> . TDC have planted the replacement tree situated along the seafront as well as a new tree by the rose beds in the green area surrounding the toilet block next to the High Lighthouse. <b>E27/14 – TDC Emergency Planning Meeting</b> . HTC Emergency Planning webpage in progress . Cllr Fowler and Cllr F Powell.

	<p><b>E44/14 – Emergency Planning</b> . Letter of thanks has been sent to TDC along with suggestions to hold any further events in the evening or at weekends. Purchase and design of a promotional display is being actioned by F&amp;GP Committee.</p>
<b>E69/14</b>	<p><b><u>TREE PLANTING &amp; OUTDOOR SPACES</u></b>  The Chairman advised Members that the Horticultural Adviser had some concerns regarding damage to trees in the grounds of St Nicholas Church which is thought to be carried out by animals unknown. Paul Preece is hoping to circulate further planting recommendations for consideration and feedback prior to the next Committee meeting.</p>
<b>E70/14</b>	<p><b><u>PARISH &amp; TOWN COUNCIL COMMUNITY RESILIENCE MEETING</u></b>  <b>RESOLVED:</b> Councillor Charlie Powell to attend the meeting on 10<sup>th</sup> March 2015 and represent Harwich Town Council.</p>
<b>E71/14</b>	<p><b><u>DISUSED TRAIN FERRY TERMINAL - HARWICH</u></b>  Cllr Flavell raised concerns over complaints from members of the public regarding the poor state of repair of this grade II listed building which holds a historic link to WW1. Following the extension of the permission to develop Bathside Bay until 2021, Members felt that the deadline date for the S106 agreement earmarked for the disused train ferry terminal is too long.  <b>RESOLVED:</b> In consultations with Cllr Flavell, Clerk to write to Clemence Cheng, Hutchison Ports (UK) to highlight HTC's intentions to commemorate WW1 and raise the profile of historic sites in Harwich and to ask what their intentions are for maintenance of this listed building which holds local historic value.</p>
<b>E72/14</b>	<p><b><u>ONE WAY VALVE ON THE SURFACE WATER SYSTEM AT HARWICH QUAY</u></b>  Following previous flooding in Historic Harwich, water was coming up the drains and it was evident that the one way valve was not working as intended.  <b>RESOLVED:</b> Clerk to write to Essex County Highways to enquire what steps have been taken to maintain the valve and when was it last inspected.</p>
<b>E73/14</b>	<p><b><u>PUTTING GREEN</u></b>  Councillor F Powell provided an update on behalf of the Working Party along with recommendations for the Committee to consider. Following meetings held with TDC officers, plans and specifications for works have been produced and quotations have been sourced. A report has been forwarded to TDC in order to seek confirmation of any necessary planning permissions for the project and approval for the use of available S106 funding. The boundary hedging was discussed by the Working Party but it was felt that the suggested inclusion of a scheme to replace the front boundary hedge with this project should no longer be considered and that this issue is being addressed through an alternative joint project between TDC and this Committee. The Clerk agreed to send a letter to TDC on behalf of the Committee advising that, should Tendring District Council be minded to fund the present project to replace the existing hut at Dovercourt Putting Green and create a public picnic area on the site using available S106 Open Space money, this decision would be in line with the Committee's present top priority for the use of such funds and would have the Committee's full support. Members thanked the Working Party and Sally Looker, TDC, for all the hard work undertaken.</p> <p><b>RESOLVED:</b> Approval given that if time scale dictates, requests for approval of the Working Party's recommendations can be made directly to either F&amp;GP Committee or Full Council as appropriate.</p> <p>After considering the Working Party recommendations, Members reviewed the reply received from Trevor Mills, TDC, detailing the current condition of the hedging and suggested replacement and recommended plants.</p> <p><b>FURTHER RESOLVED:</b> Clerk to write to TDC to confirm HTC's approval with the replacement of the hedging along the front of the putting green, subject to the following:  ^Grey Alder to be planted as recommended by TDC  ^Height of the hedge to be restricted to a maximum of 3ft</p>

	<p>“Hedging along the whole front to be replaced          “If the new hedging must be protected by a fence, TDC is to provide a guarantee that the fence will be removed as soon as the hedge is established.</p>
<b>E74/14</b>	<p><b><u>TRAFFIC REGULATION ORDER REQUEST – LIFTING OF PARKING RESTRICTIONS IN THE DRIVE</u></b>          Following advice from the North Essex Parking Partnership who have suggested that a petition would be their suggested way forward, it was agreed that the West Central Ward Councillors would undertake the petition in The Drive.  <b>RESOLVED:</b> Clerk to produce a letter to be hand delivered to local residents informing them of HTC’s request to lift the parking restrictions. In consultation with the West Central Ward Councillors, Clerk to produce a petition and a letter for the Ward Councillors to carry out the petition.</p>
<b>E75/14</b>	<p><b><u>PROVISION FOR SECOND COMMUNITY NOTICE BOARD</u></b>          Members put forward suggested locations in Dovercourt and reviewed the quotation.  <b>RESOLVED:</b> Clerk to advise TDC of the suggested location by Dovercourt Bay Lifestyles and seek approval for the placement of the notice board.  <b>FURTHER RESOLVED:</b> Once approval gained, Clerk to order a double door notice board from The Acorn Workshop at a cost of £997.50.</p>
<b>E76/14</b>	<p><b><u>UPKEEP OF THE BUOY SITUATED BY THE HIGH LIGHTHOUSE</u></b>          Cllr Flavell raised concerns over the condition of the buoy which is deemed as a local tourist attraction and has subsequently held discussions with Trinity House.  <b>RESOLVED:</b> Clerk to instruct Jet &amp; Water to carry out the clean at a cost of £20 and write to Trinity House informing them of HTC’s intended actions and that this does not set a precedent for repeated works of this nature.</p>
<b>E77/14</b>	<p><b><u>LOCAL HIGHWAYS PANEL</u></b>          Although no further meeting of the Local Highways Panel had taken place, Cllr I Henderson gave a brief update on the following:  <b>Roundabouts</b> . There will be a meeting at County Hall next week to review the designs for the two roundabouts.  <b>Zebra Crossing –Lower Marine Parade</b> . Additional £12k needed for this project and a request has been made to the Chairman of the LHP.  <b>Parkeston Road</b> . The traffic survey has indicated speeding cars on this road.  <b>Barrack Lane - Harwich Community Primary School</b> . No feedback on survey at present.</p>
<b>E78/14</b>	<p><b><u>EMERGENCY PLANNING</u></b>  <b>RESOLVED:</b> Working party agreed to meet in February to undertake the yearly review of HTC’s Emergency Plan and consider feedback received from TDC.</p>
<b>E79/14</b>	<p><b><u>DIVERSIONS</u></b>          Members discussed a recent query raised by a Councillor at the last Full Council meeting.  <b>RESOLVED:</b> Clerk to write to the Police and Highways Agency to ascertain the arrangements for organising diversions both for accidents and for scheduled works and how decisions are made.</p>
<b>E80/14</b>	<p><b><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b>          “Cllr Flavell advised Members of Harwich Residents Association’s intentions to purchase aerosols of chalk to mark and highlight dog mess.           “Cllr I Henderson confirmed that Abellio Greater Anglia will be funding the tourism inserts again. Rachel Fryer TDC, and Colin Farnell are collating details of local events and Cllr I Henderson asked to be advised directly of any new events not already detailed in the forthcoming Harwich &amp; Dovercourt Town Guide. A town clean up is being considered again along with purchasing promotional boards advertising events which will be located at the port.</p>

<b>E81/14</b>	<b><u>DATE OF NEXT MEETING</u></b>
The next meeting of the Environment & Community Committee will be held at the <b>Guildhall, Church Street, Harwich</b> on <b>10<sup>th</sup> March 2015</b> at <b>7pm</b> .	

The Chairman closed the meeting at 7.56pm

**CHAIRMAN**

**DATE**