

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Wednesday 7<sup>th</sup> September 2016 at 7.00pm**

<b>Present:</b>	<b>Councillors Ashley, B Brown, J Brown, Calver, I Henderson, J Henderson, C Powell, F 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>7 members of the public, 1 member of the press and the Rev. Rosie Tallowin</b>

Prayers were said by the Rev. Rosie Tallowin.

<b>046/16</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Fay, Fowler, McLeod and Todd
<b>047/16</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> Cllr I Henderson declared an interest in the item concerning the EFRS consultation, as a member of the Essex Fire Authority, and confirmed he had obtained a dispensation to remain present and discuss.
<b>048/16</b>	<b><u>PUBLIC QUESTIONS</u></b> Betty Holbrook spoke about the proposed changes to the recycling centre, claiming the on-site staff don't know what's going to happen but she asked for HTC to fight the proposals as she's concerned about the fly tipping that may result from the changes. Cllr Smith read aloud an email, detailing to proposed changes, which he had received from Jason Searles, Head of Commissioning, at ECC. Dr Rogers referred to the preceding planning meeting and the application which might provide 25 jobs. He said that having driven passed Gas House Creek today he saw the signage that's been there about a year, from CCL, on which includes the promise of about a dozen jobs and the only action that appears to have been taken is the removal of the previous tenant's (Capt. Shaw) boat. He asked if there was any news on whether CCL will be providing these jobs. Cllr I Henderson has raised this issue with TDC Cabinet and the Leader will look again at the lease and conditions. He believes there was a condition of the lease that certain timescales will be met. Cllr Henderson will look at the agenda for the next meeting and see if he can raise this.
<b>049/16</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Mayor gave an account of some of her engagements since the last meeting, including attending a Capt. Fryatt service in Ramsey & Parkeston on 27 <sup>th</sup> July, as well as the evening service at All Saints Church for the centenary of Fryatt's

	<p>execution. She also attended an event at the LV18 and the Harwich Sea Festival in the same week. During August she attended the Fire Cadets Duke of Edinburgh Bronze Award event, the Westcliffe Theatre for the start of the summer season, a Bobbitts Hole event in aid of the Guide Dogs, took donations to the local Food Bank, and attended the Beach Hut of the Year award event. In September she attended the Merchant Navy Day Civic service and wreath laying at the memorial. The Mayor promoted a forthcoming Music Quiz in aid of the Mayoress' charities, which will be on 17<sup>th</sup> October, to which all are invited.</p>
050/16	<p><b><u>MINUTES OF THE LAST MEETING</u></b>  <b>RESOLVED:</b> That the Minutes and Confidential Minutes of the meeting of the Town Council held on 26<sup>th</sup> July 2016 (previously circulated) be approved by the Chairman and signed as a true record.</p>
051/16	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 034/16</b> – Cllr I Henderson spoke on the content of the letter sent by the Clerk and gave an update following attendance at a meeting of the Fire Authority today, stating that when 'option 2' was voted on and agreed, it was on the understanding that enough retained staff were recruited to be a feasible option. He gave the statistics that between March and August this year, there have been 17 retained staff leave with just 5 sign up, with no new recruits in the last 3 months when the authority have been actively advertising. Option 2 is starting to be implemented and whilst it was stated that changes could be made, it might actually be too late once full-time staff have been let go. Cllr Henderson further mentioned that whilst house fires are reducing nationally, they are not in Essex, and road traffic accidents are on the increase. Money is being spent on prevention safety but this isn't making enough of an impact. The fire authority state they intend to place smoke alarms in every household, however Cllr Henderson feels this is unachievable. He feels the MP isn't aware what's going on.</li> </ul> <p>Cllr Calver proposed that HTC write to the Fire Authority, asking them to suspend the implementation of Option 2 until recruitment has proved that they can safely implement it. He further proposed that HTC write and ask Bernard Jenkin MP if he is prepared to withdraw his support for Option 2 until such time as the fire authority can prove they've recruited sufficient retained fire fighters to implement the changes safely.</p> <p>The Clerk confirmed that her letter had been acknowledged but not responded to.</p> <p><b>RESOLVED:</b> To write to the fire authority and MP.</p> <ul style="list-style-type: none"> <li>• <b>MIN 037/16</b> – The Clerk confirmed that whilst a formal response was awaited, the Archdeacon had given an in principle 'yes' to attending a meeting.</li> </ul>
052/16	<p><b><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 152/16</b> – Members considered a request by Cllr I Henderson, to bring forward the Xmas lights switch on to 24<sup>th</sup> November, on Harwich Quay only, to coincide with a Mayflower 200 event. The Clerk confirmed that all arrangements already secured can be changed with the various organisations (contractor, County Council and UK Power Networks).</li> </ul> <p><b>RESOLVED:</b> To accept the revised dates for the Quay lights only.</p> <p>Cllr J Brown spoke about the town centre lights and said he was working alongside a local fundraiser in an effort to have the lights displayed in addition to HTC's displays.</p> <p>Cllr C Powell explained what the Mayflower 200 was and Sean Day of the Mayflower Project expanded on the explanation. He said that as a member of</p>

	<p>the Mayflower 400 team, as led by Plymouth City Council, there were a few lights displayed on their premises in 2015 and they'd like to be able to do this again in 2016.</p>
<p><b>053/16</b></p>	<p><b><u>PENSIONS NOMINATIONS</u></b></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 posts of Seasonal Leisure Attendant and Administrative Assistant 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 7<sup>th</sup> September 2016". The Clerk explained the background and Cllr Calver confirmed there were no costs involved at this time.</p> <p><b>RESOLVED:</b> that the posts of Seasonal Leisure Attendant and Administrative Assistant will be admitted to membership of the Local Government Pension Scheme with effect from the commencement of their respective appointments.</p>
<p><b>054/16</b></p>	<p><b><u>CHANGES TO RECYCLING CENTRES</u></b></p> <p>Members considered the forthcoming changes to the Dovercourt Recycling Centre, which would see a crackdown on illegal waste, effective from 31<sup>st</sup> October 2016. Cllr Ashley raised concern over the fly-tipping that would occur as a result along with the increased associated costs. Cllr Morrison said it's cost-shunting as the decision is that of the county council, whereas fly-tipping responsibilities are that of the district council.</p> <p>Cllr Calver asked members to clarify if they were opposed to all aspects of the proposals or just some of them as he was concerned that we might be accused of offering a blanket response when some of the elements were actually sensible.</p> <p>Cllr F Powell confirmed that vans and pick-ups will undergo greater scrutiny rather than being prohibited altogether.</p> <p>Cllr J Henderson said the queues currently are very long and has witnessed traders disposing waste and therefore the staff need to be more vigilant in identifying those legitimately disposing of waste and those disposing of trade/commercial waste.</p> <p>Cllr B Brown hoped that in implementing these tighter controls, a better service for householders will be provided as the bins won't fill so quickly, requiring fewer change overs, which cause delays.</p> <p>Cllr C Powell said the ANPR system currently in place isn't accurate enough and Cllr J Brown said it hasn't been working for around a month and he's also witnessed the same traders time and again, disposing of commercial waste.</p> <p>Cllr Calver said the main cause of the hold-ups is to do with the main compacter having been removed and not replaced, and suggested that in responding to the proposals, HTC are specific about the elements we are concerned about. He said it's down to the staff being better aware of what is and isn't allowed and policing the rules effectively. Cllr F Powell said once the ANPR is working properly, this will do most of the work in identifying those who are traders. Cllr J Henderson was concerned that it may be difficult to determine when DIY waste is householder or commercial and this is likely to cause much confusion. Cllr Calver proposed that HTC write and ask ECC to postpone implementation of the policy until the ANPR is working, the compactor is replaced, signage is installed making it clear what is and isn't permitted, and that all staff are adequately trained, to ensure the new policy is capable of being implemented fairly.</p> <p>Cllr Ashley referred again to the cost of clearing fly-tipping which is liable to</p>

	<p>result from the implementation of the policy.</p> <p><b>RESOLVED:</b> To write to the Cabinet Member for Waste at Essex County Council.</p>
055/16	<p><b><u>ASSOCIATION HUT LEASE</u></b></p> <p>Following the completion of the lease for the Association Hut on Dunns Meadow Allotment Site, it was <b>RESOLVED:</b> To sign and seal the new lease.</p>
056/16	<p><b><u>CO-OPTION POLICY</u></b></p> <p>Upon the first occasion in at least 25 years that the council have been in a position of needing to Co-opt members, we are now required to adopt a Co-Option policy.</p> <p><b>RESOLVED:</b> To adopt the policy for Harwich Town Council</p> <p>Cllr C Powell thanked the staff for their efforts in putting this together at short notice and the Mayor thanked both Cllrs Calver and C Powell for their efforts also.</p>
057/16	<p><b><u>COUNCILLORS VACANCIES IN WEST CENTRAL WARD</u></b></p> <p>In light of the current 2 vacancies that exist in West Central Ward, it was <b>RESOLVED:</b> To proceed with the necessary actions to fill both vacancies.</p>
058/16	<p><b><u>PLAQUE PRESENTATION</u></b></p> <p>Members gave consideration, under the Council's Plaque Policy, as to the presentation of plaques following the recent resignation of councillors from Harwich Town Council. Cllr Calver proposed that former Cllr Dennis Carr is presented with a Town Plaque.</p> <p><b>RESOLVED:</b> To present a Town Plaque to former Cllr Dennis Carr.</p>
059/16	<p><b><u>PUBLIC TOILETS</u></b></p> <p>Cllr I Henderson referred to an article in the local press about the condition and frequency of cleans of local public conveniences, especially when local major events are on.</p> <p>Cllr J Henderson said that a good job is being done by the cleaner in keeping the toilets cleaned but when items need replacing, or there's a higher footfall, it's much harder to keep on top of it. There's also a need for a disabled toilet on the Quay.</p> <p>Cllr Calver felt that at the TDC Council meeting this week, where a question was raised by Harwich Town councillor Maria Fowler, there was an acceptance by Cllr Nick Turner that the toilets need refurbishing and that a disabled facility is required but felt there was a reluctance to give guarantees that additional resources would be made available to keep on top of the cleans during important local events. Cllr J Henderson referred to extra toilet attendants being on duty in Clacton during a recent event.</p> <p>Cllr I Henderson said that Harwich is trying to promote tourism and clean toilets are a basic need. He suggested HTC send a letter to TDC asking when the programme for refurbishment will take place on the Harwich Quay and to seek assurances that they are monitoring all big events in the town and in those areas, that there are additional resources throughout the day to ensure the toilets are kept in good, clean condition.</p> <p>Cllr B Brown said he would agree and prefer there are more resources put in during big local events, and referred to the former 'party in the park' events when additional toilets (porta-loos) were provided.</p> <p>Cllr C Powell said that the number of passengers on the foot ferry has also increased and one of the first places they go is the toilets.</p>

	<b>RESOLVED:</b> To send a letter to Andy Neppean copied to Cllr Nick Turner.
<b>060/16</b>	<b><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></b> <b>RESOLVED:</b> that the Minutes of the meeting of the Allotments Committee held on 20 <sup>th</sup> July 2016 (previously circulated) be received.
<b>061/16</b>	<b><u>ACCOUNTS</u></b> Payments and receipts, current balances, financial activity against budgets and earmarked funds were noted. <b>RESOLVED:</b> to authorise payments as presented.
<b>062/16</b>	<b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES</u></b> None
<b>063/16</b>	<b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b> <ul style="list-style-type: none"> <li>• Cllr I Henderson briefed members on the possibility of siting an outdoor gym on Cliff Park, Dovercourt. He's aware members have been contacted enquiring about this facility. Park Run and the Boot camp operates on this site and feels it's a suitable site for this kind of facility. He's in discussions with the landowner, TDC, about this and there's possible sources of funding that could be utilised. Cllr Henderson said he would follow up on this and report back at a later date.</li> <li>• Cllr Henderson referred to Beacon Hill being a popular viewing point for passing vessels and said an area of TDC land, which had been cleared recently following an unfortunate incident, would make a suitable viewing and/or picnic area. Ian Davidson of TDC has been asked if this can be considered and Cllr Henderson will be pursuing this, as well as Beacon Hill Fort as there are possibilities for suitable use for that land, which currently is disused.</li> </ul>
<b>064/16</b>	<b><u>DATE OF NEXT MEETING</u></b> The next meeting of Harwich Town Council will be held on <b>Tuesday 18<sup>th</sup> October 2016</b> at <b>The Guildhall, Church Street, Harwich</b> , at <b>7.00pm</b> , or at the rise of the Town Planning Committee, whichever is the later.

The Chairman closed the meeting at 8.35pm.

**CHAIRMAN**

**DATE**

**Cllr P Morrison**