

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Tuesday 18<sup>th</sup> October 2016 at 7.02pm**

<b>Present:</b>	<b>Councillors J Brown, Calver, Fay, Fowler, I Henderson (from 7.38), J Henderson, McLeod, C Powell, F Powell, Struth, Todd and Urwin</b>
<b>In the Chair:</b>	<b>Councillor Morrison</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>5 members of the public, 1 member of the press and the Rev. Rosie Tallowin</b>

Prayers were said by the Rev. Rosie Tallowin.

The Mayor formally welcomed and introduced new Cllrs Stephanie Struth and Maison Urwin. She also welcomed Linda Porter, Assistant Curate, who will be spending time in Harwich whilst under training.

<b>093/16</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Ashley, B Brown and Smith
<b>094/16</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> Cllrs Calver and Fowler declared a non-pecuniary interest in the item under MIN 55/16 of the minutes of the F&GP meeting on 30 <sup>th</sup> November, as they both sit on the Executive Committee of the Harwich Society.
<b>095/16</b>	<b><u>PUBLIC QUESTIONS</u></b> Betty Holbrook congratulated Cllr Geoff Smith for arranging the public meeting at Kingsway Hall for the police briefing. She said there's since been a greater police presence in the town as a result. Dr Rogers referred to the 'blue roundabout' by Morrisons and recalled that HTC previously expressed disappointment that the refurbishment of the roundabout wouldn't be completed until later this year. He reported that the refurbishment had still not been carried out and asked if Council could provide an update as to when the works will be completed and how much public money has been expended thus far. Cllr Calver said this is a project being undertaken by the county council (ECC) therefore we're not in possession of the information. The only councillor in communication is Cllr I Henderson, who isn't currently in attendance. Dr Rogers also mentioned that the rubbish along the A120 had worsened recently and asked about the litter picking arrangements and if Council could again make enquiries with the district council (TDC). Cllr Calver suggested we attend to this under matters arising from previous minutes.
<b>096/16</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Mayor gave an account of some of her engagements since the last

	<p>meeting, including a visit to Felixstowe, attending the Trafalgar Night with the Sea Scouts; the Harwich Connexions and Home Start AGMs and 150<sup>th</sup> anniversary of the upper Dovercourt Methodist Church. She also attended a production of Pride &amp; Prejudice by one of the Mayoress' good causes, ACT. All local memorials were attended on Remembrance Sunday, as well as the civic service in the afternoon. She also attended the Teen Talk award presentation evening and the Mayflower Illuminate Festival. The Mayor and Cllr Calver welcomed visitors from Visit Essex and the Mayflower 400 team to the Guildhall. The mayor and Mayoress attended the children's carol service at St Nicholas Church, with thanks passed to the Rev Tallowin; the Horse Rangers Fete and, finally, the Rotary club dinner.</p> <p>On behalf of the Mayor, Cllr J Brown attended the Arrival of St Nicholas and event and the Tendring Male Voice Concert, remarking how amazing the event was.</p> <p>The Mayor offered her thanks to the Clerk and Estates Supervisor for their efforts in ensuring the regalia was well looked after prior to and during the Mayflower Illuminate Festival.</p>
097/16	<p><b><u>MINUTES OF THE LAST MEETING</u></b></p> <p><b>RESOLVED:</b> That the Minutes and Confidential Minutes of the meeting of the Town Council held on 18<sup>th</sup> October 2016 (previously circulated) be approved by the Chairman and signed as a true record.</p> <p><b>FURTHER RESOLVED:</b> That the Minutes of the Extraordinary meeting of the Town Council held on 21<sup>st</sup> November 2016 (previously circulated) be approved by the Chairman and signed as a true record.</p>
098/16	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 073/16</b> – Members considered responses to letters sent to Bernard Jenkin MP and Nick Hulme regarding maternity services in Harwich. Cllr Calver noted the announcement of the decision to close the maternity unit for births at Harwich and said we need to recognise the action that the MP is proposing to take, and welcome and support his actions on this. The MP is seeking a joint meeting with representatives of Colchester Hospital University Foundation Trust (CHUFT) and the local Clinical Commissioning Group (CCG) to assist the two entities in reaching a compromise over the delivery of services and avoid customers suffering. Cllr Calver proposed that HTC write to the MP supporting his action and asking him on behalf of the people of Harwich &amp; Dovercourt to use his authority to encourage these two depts. to work together in order to ensure we end up with what we need, which is a sensible compromise so that births can continue at Harwich. Cllr Urwin proposed an amendment to additionally seek representation by HTC at the meeting(s).</li> </ul> <p><b>RESOLVED:</b> To write to the MP.</p> <ul style="list-style-type: none"> <li>• <b>MIN 071/16</b> – The Clerk provided an update to members on the progress made since letters were sent to the district council and Hutchinson Ports regarding the disused Train Ferry Gantry. Cllr Todd said at this stage that because it's a complicated issue, it would be good if we can write to Hutchinson Ports and Cath Bicknell for the latest update on the position of the maintenance to the gantry, and ask if HTC can be represented at any meetings between TDC and Hutchinson Ports.</li> </ul> <p><b>RESOLVED:</b> To write back to TDC and Hutchinson Ports.</p>
099/16	<p><b><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 037/16</b> – Cllr I Henderson updated members following a meeting he'd</li> </ul>

	<p>attended with the Archdeacon of Colchester, the Rev. Canon Margaret Shaw and Colin Farnell on 2 November to discuss the future use of Esplanade Hall. He read aloud a letter from the Rev. Shaw which provided an update on progress made.</p> <p>• <b>MIN 173/15</b> – Regarding the Council’s previous correspondence with the district council concerning litter on the A120, Cllr Calver proposed HTC write to TDC and inform them the problem with litter has worsened and to seek action and also seek information on what they intend to do to prevent the regular reoccurrence. The Clerk agreed to follow up with April at TDC.</p>
<b>100/16</b>	<p><b><u>BOUNDARY REVIEW</u></b></p> <p>Members acknowledged the request to partake in the consultation on the electoral review of Tendring District Council’s warding arrangements. The Clerk confirmed that it is advisable to submit comments during the first phase of consultations as any comments will assist in shaping the initial recommendations, which will be circulated in the Spring.</p> <p>Cllr Calver confirmed there is a meeting on Thursday to review TDC’s final decision, so this information should be available to HTC after Thursday and this may help shape HTC’s proposals.</p> <p><b>RESOLVED:</b> To call an Extraordinary meeting of the Council on 4<sup>th</sup> January 2017 to discuss the issue and formulate a response.</p>
<b>101/16</b>	<p><b><u>HTC REPRESENTATIVE ON THE HENRY SMITH CHARITY</u></b></p> <p>In addressing the vacancy left by the resignation of Andy Erskine members</p> <p><b>RESOLVED:</b> To offer the appointment, collectively, to the 4 opposition councillors (Cllr Ashley, B Brown, J Brown or Fay) of HTC representative to the charity for the remainder of the Municipal year and accept this accordingly.</p>
<b>102/16</b>	<p><b><u>COUNCIL INSURANCE</u></b></p> <p>Members considered recommendations from the Clerk following a meeting between her and the Council’s current insurers, and subsequent quote for renewal from April 2017.</p> <p><b>RESOLVED:</b> To agree to renew the policy, with the additional cover of 24/7 accidental cover for staff, at a maximum cost of £4487.89 pending receipt of comparable quotes, delegating to the Clerk in consultation with the Chair and Vice-chair of F&amp;GP to consider any lower quotations sought.</p>
<b>103/16</b>	<p><b><u>A120 HARWICH ROAD IMPROVEMENTS</u></b></p> <p>Members considered whether to submit a response to the consultation on the proposed link road between Park Road and the new roundabout at Harwich Road. Members recognised that it was Cllr Todd who originally suggested a roundabout be installed. Cllr McLeod informed members that surface works will be commencing from early next year.</p> <p><b>RESOLVED:</b> Not to submit an official response from Harwich Town Council and instead invite members to individually respond.</p>
<b>104/16</b>	<p><b><u>CCTV IN HARWICH &amp; DOVERCOURT</u></b></p> <p>In considering the financial contribution made towards the operation of CCTV facilities within Harwich &amp; Dovercourt, Cllr Fowler asked if members would agree to invite representatives from the district council and police to discuss its provision and effectiveness.</p> <p><b>RESOLVED:</b> To invite TDC and Essex Police representatives to a future meeting of the Council.</p>

<p><b>105/16</b></p>	<p><b><u>MINOR INJURIES UNIT</u></b></p> <p>Cllr I Henderson briefed members on his concerns over the future of the Minor Injuries Unit at Harwich. He attended a briefing at TDC on this issue and referenced the Urgent Care Strategy 2014/19 document, which was presented. The CCG rep. giving the presentation said the consultation leaflets won't be available yet but confirmed the issue isn't about closure, it's about options. Cllr Henderson added that closure would put additional pressure on Clacton or Colchester units. He quoted statistics of numbers using the service, including that in 2013/14 there were 5691 attendances to the Minor Injuries Unit in Harwich; with 24000 in Clacton. In 2013, there were 1016 visits to Harwich on Mondays; and 4125 in Clacton, fluctuating throughout the week, with an average of between 700-800 visitors a day. Cllr C Powell referred to the criticisms of time taken for ambulances to arrive but said they're happy to extend the journey time for patients. Cllr Struth asked if HTC should put together a petition in advance of the consultation opening. Cllr McLeod said everyone should campaign. Cllr Morrison agreed that HTC should put its efforts into this but said we can't pre-empt the consultation proposals so perhaps we should wait to receive the information before agreeing on a course of action. Cllr F Powell said we have a lot of families with no transport who would struggle travelling out of town to have minor injuries dealt with. Cllr Todd said the MIU is privately run and it's not the dwindling numbers that are sparking this consultation, so it must be cost. Cllr Fowler said the reduction of services in the area, there's the fear of lack of police, lack of fire service and now lack of facilities to treat injuries. Cllr J Henderson said it would have an impact on businesses if employees suffer minor injuries. Cllr I Henderson it's the CCG who are consulting on this, not CHUFT. He says it's estimated a huge increase in population by 2021 and urged every member of the public who's ever used the service, to engage with this consultation. He proposed we include it on the next available agenda once the consultation information is known.</p> <p>Cllr Henderson further informed members of an update on the children's centre consultation, and that the service will be handed over completely to a profit-making company called Virgin Care.</p>
<p><b>106/16</b></p>	<p><b><u>SKATE PARK LITTER PICK</u></b></p> <p>The Clerk informed members that she had made enquiries with Veolia Environmental to make changes to the litter pick provision contracted to them in order to best provide the service when it's needed most.</p> <p><b>RESOLVED:</b> To agree to the following provision subject to approval from Veolia, to take effect from January 2017 to be reviewed following a 6-month trial. Apr-Jun, Sep-Oct and Mar: 2 picks per week; Jul-Aug: 3 picks per week; Nov-Feb: 1 pick per week.</p>
<p><b>107/16</b></p>	<p><b><u>INTERIM AUDIT</u></b></p> <p>Members considered the Internal Auditor's report following an Interim Audit on 11<sup>th</sup> November. The Clerk confirmed that any recommendations had already been addressed. Cllr C Powell offered his thanks on behalf of the Council for The Clerk's hard work and efforts in ensuring all systems are in place and council's actions accord to the correct processes.</p>
<p><b>108/16</b></p>	<p><b><u>2017/2018 BUDGET AND PRECEPT</u></b></p> <p>Members gave consideration to the estimates for income and expenditure for the 2017/18 financial year, as recommended by the F&amp;GP Committee. Cllr Calver gave a run down on the impact of the precept whilst confirming that the</p>

	<p>Council will still be able to fund everything that it presently does, to the same level, including funding the hanging baskets, Christmas lights, CCTV etc. as well as being able to commit an additional £56k towards the Skate park refurbishment project and put funds aside for the Mayflower 2020 events.</p> <p><b>RESOLVED:</b> that the council precept on Tendring District Council for £173,755 (figure after LCTSS grant has been deducted), having an impact of £32.98 per annum, or 63p per week, for a Band 'D' council tax payer based on a tax base of 5269. Cllr Calver confirmed this represents a 3% increase on the 2016/17 cost.</p> <p>Cllr Calver proposed a vote of thanks to the Clerk for her efforts and hard work in putting the budget together. Cllr I Henderson offered thanks to Cllr Calver also for his input to the budget process.</p>
109/16	<p><b><u>MINUTES OF THE LAST ENVIRONMENT &amp; COMMUNITY COMMITTEE MEETING</u></b></p> <p><b>RESOLVED:</b> that the Minutes of the meeting of the Environment &amp; Community Committee meeting held on 12<sup>th</sup> October 2016 (previously circulated) be received.</p>
110/16	<p><b><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></b></p> <p><b>RESOLVED:</b> that the Minutes of the meeting of the Allotments Committee meeting held on 15<sup>th</sup> November 2016 (previously circulated) be received.</p>
111/16	<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 Finance &amp; General Purposes Committee held on 30<sup>th</sup> November 2016 (previously circulated) be received.</p>
112/16	<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>
113/16	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Fowler attended the RBL committee meeting on 2<sup>nd</sup> November and reported communication problems with branch officers due to resignations but stated that the new officers are in place which should alleviate this. She had nothing to report from the Harwich Conservation Panel and noted that there had been no correspondence or meeting dates advised for the Harwich &amp; District Community Association.</li> <li>• Cllr Todd attended the Merchant Navy Welfare Board meeting and reported that some seafarers centres are closing, due to modern technology, although Harwich is still in place. He asked the MCA representative about the sulphur emissions issue, who confirmed that scrubbers will be fitted on the Stena Line vessels, and that all other vessels entering the port are compliant. The one they stopped is still being addressed but no fines have been issued to date.</li> <li>• Cllr I Henderson attended the Tourism Group meeting where the tourist leaflet was discussed and he confirmed it will be redesigned to take into account the new branding. He also reported the short film clips have been viewed and the film will be launched formally early next year; signage around the town was discussed; the blue roundabout by Morrisons should be developed very soon, after some delays; and the foot ferry business has increased and the operator is looking at extending his services.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cllr McLeod attended a Harwich Festival meeting, and commented on how hard they're working. He suggested HTC send them a letter of thanks with regard to the Illuminate Festival and ask if it will be an annual event. Cllr Henderson confirmed that it will be.</li> <li>• Cllr J Henderson attended a Teen Talk meeting and reported that they've set up a wildlife project, which is running well. They are still suffering with the mental health issues and the referral waiting times are still not improving.</li> <li>• Cllr C Powell offered his apologies for non-attendance of his external meetings.</li> <li>• Cllr Morrison attended the last two Crime Prevention Panel meetings and handed out some information cards from Crime Stoppers. She reported that the arrest figures given due to information they'd been given were amazing. She also referred to discussions about the types of crimes involving contactless technology. She advised members that there is a device available to purchase which sits inside the purse/wallet and which protects cards from being cloned.</li> </ul> <p>Cllr Morrison also referred to the recent public police/crime meeting held in Kingsway Hall and commented on how well received it was despite some comments which were made that were deemed unfair to some members of the community. Sargent Paul Gale did check the statistics and confirmed there was no correlation between crime and Housing Association residents.</p> <p>Cllr Calver said that in previous years, there was little representation by the council on outside bodies and commented on how far the council has come, now that we are engaging with the community and obtaining the feedback.</p>
114/16	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted receipt of some information from the Marine Management Organisation regarding the consultation for the Draft South Marine Plan, which was for information only.</li> <li>• The Clerk advised members of a letter of thanks from the Essex Records Office for permitting access to the Harwich Town Archives and making materials available to assist with Vol.13 of the Victoria County History.</li> <li>• The Clerk informed members of the receipt of an email from Richard Everett containing UKIP's proposals for a 5-year housing supply plan. The Clerk confirmed that subsequent to this, Cath Bicknell at the district council had emailed to confirm that this was not the official position of TDC and that the Council's methodology for calculating 5 year housing land supply and the current position will be considered by the Local Plan Committee early in 2017.</li> </ul>
115/16	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Wednesday 25<sup>th</sup> January 2017</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.</p>

The Chairman closed the meeting at 9.06 pm.

**CHAIRMAN**

**DATE**

**Cllr P Morrison**