

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on Tuesday 7<sup>th</sup> March 2017 at 7.15pm

<b>Present:</b>	<b>Councillors J Brown, Calver, Fay, Fowler, I Henderson, J Henderson, McLeod, C Powell, Smith, 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>2 members of the public, 1 member of the press, the Rev. Rosie Tallwin and Ian Davidson and Cllr Watling from Tendring District Council.</b>

Prayers were said by the Rev. Rosie Tallwin.

<b>140/16</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllr Ashley, B Brown and F Powell
<b>141/16</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> Cllr I Henderson declared an interest in the PCC consultation item as he's a member of the Essex Fire Authority, but has obtained a dispensation to remain and take part on discussions.
<b>142/16</b>	<b><u>PUBLIC QUESTIONS</u></b> Dr Rogers referred to the news that the Mayflower Project, despite having given assurances that the build of the replica ship would be completed in line with initial timeframes, has received no significant funding and the build cannot continue. He asked if the time had come for Harwich Town Council, via its representatives on the Tourism Group, to encourage a re-shaping of the tourism plan with the Mayflower Project disregarded but seen as a bonus if an ocean-ready ship does get built. Cllr I Henderson said the Tourism Group does already regard the build as a bonus rather than an integral part of the celebrations and that there is sufficient history within Harwich for those celebrations to proceed. He stated that it's not for the council to interfere with their business. He confirmed the Tourism Group are very clear on the direction they wish to take, including the new branding, brochure, which will be discussed at the forthcoming launch even, but said it's always been hoped that the project will go ahead. Cllr C Powell reiterated that the Tourism Group supported the Mayflower Project and continues to do so but a lot will still happen will this aspect doesn't go ahead.
<b>143/16</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Mayor gave a brief report of engagements carried out since the new year, which included attending the Civic Service of Tendring District Council, the

	<p>Pride of Tendring Awards, the opening of the new library at All Saints school, Women's World Day of Prayer at the Catholic Church, Tree Planting at Cliff Park and the Civic Service of Essex County Council at Chelmsford Cathedral. The Mayor informed all of a forthcoming quiz night at the Courthouse in Great Bromley on 10<sup>th</sup> April in aid of the Mayoress' Appeal.</p>
	<p>The item on CCTV in Harwich &amp; Dovercourt was postponed until the meeting on 18<sup>th</sup> April.</p>
144/16	<p><b><u>PUBLIC REALM WORKS IN DOVERCOURT TOWN CENTRE</u></b></p> <p>Ian Davidson, Chief Executive, and Cllr Giles Watling, both of Tendring District Council, presented their proposals for the regeneration of Dovercourt Town Centre following reports that £1m would be injected into the town from the New Homes Bonus.</p> <p>Cllr Watling referred to the recent reports in the press and referred back to 2003 and Dovercourt Rediscovered. He felt the money couldn't be spent better than on the public realm and he thanked Cllr I Henderson for his support. He referred also to the curtailment of the Mayflower Project build but totally supports the links and the 2020 celebrations.</p> <p>Ian Davidson also referred to the Mayflower Project and said the Mayflower 400 has always been backed – the celebrations of Harwich - which will still go ahead and the Build was only one aspect of those celebrations.</p> <p>Mr Davidson stated that he wasn't able to provide much detail on the details of the project due to commercial sensitivity but did confirm that part of the public realm work will be linked around the Mayflower 400 celebrations. He confirmed that TDC are in a bid for a national fund for the project as the total cost exceeds £1m and the funding is getting a lot of national recognition. He said it will be improvements will be transformational and will see the buildings around it raised up because the overall standards will be raised. He said that further meetings are scheduled to discuss the plans and when he knows more, this will be disseminated. A Coastal Community Team will be designated for Harwich, which will open us the opportunity to access Coastal Community Funding, which is a small pot of money which can open doors to other funding which we can take advantage of. He said we must use this project as a springboard to publicise the national links and promote the area and the national story, but he did emphasise that whilst the change will be transformational, there is a need to be sympathetic to the area. Mr Davidson finished by saying that there will always be people who will object to the final proposal and there will be difficulties long the way but they have a dedicated team to deliver this project and are passionate about doing so. He agreed to come back with their plans once they're able to report more.</p> <p>The Clerk read aloud a letter from a local resident in relation to this item and copies were handed to Ian Davidson and Cllr Watling. Cllr I Henderson thanked them on behalf of the town as he felt we're not always listened to and the town has been crying out for attention and action for a very long time, so this posed a great opportunity. He confirmed that the area to be developed will open up the area as a whole so people have somewhere to go, and from where they can access other areas such as historic Harwich or the beach. He said he looks forward to continue working together to bring the project to fruition.</p>
145/16	<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 25<sup>th</sup> January 2017 (previously circulated) be approved</p>

	by the Chairman and signed as a true record.
146/16	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 128/16</b> – Members noted a response to a letter sent to the NEE Clinical Commissioning Group with a request to withdraw the MIU questionnaire. Cllr Calver said the response was not unsurprising but on behalf of HTC and the town it was important we got it on the record, and this particular issue was featured in the Council’s submission to the consultation.</li> <li>• <b>MIN 122/16</b> – Cllr I Henderson confirmed that in response to public questions from the previous meeting, TDC have treated and jet washed the areas concerned but perseverance is needed with the businesses and he agreed to press forward with this.</li> </ul>
147/16	<p><b><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></b></p> <p><b>MIN 102/16</b> – The Clerk confirmed that having sought further quotations for the renewal of the Council’s insurance for the 2017/18 financial year, her recommendation was to renew with the current insurers on the grounds that the other quotation was not as competitive nor did it include all necessary covers that would be required. Cllr Calver thanked and congratulated the Clerk for her efforts in obtaining the necessary covers at the best price as much work and many hours went into achieving this.</p> <p>Cllr Todd referred to the letters written to TDC and Hutchinson Ports regarding the former Train Ferry Gantry and found it unacceptable that we’ve received no response from either party. He stated that in 6 six years, only scaffolding has been erected but no maintenance or repairs have been carried out. The deadline for improvements, which is estimated to cost £2m, is 2021 but he felt that the gantry will become so dilapidated that it will need to be dismantled due to health &amp; safety. This is the only one of its kind in the country but Harwich could risk losing it. Cllr McLeod asked if Hutchinson Ports can apply for national funding and could this be suggested to them.</p> <p>Cllr Calver confirmed the figure quoted for restoration was £1.8m and he was disappointed that TDC asked, at a previous E&amp;C meeting, if HTC had any ideas of where the monies could come from. He said it’s only through neglect that the costs have soared. TDC’s responsibility is to enforce the maintenance so we should put as much pressure on TDC as we can to get them to fulfil their obligation. The Clerk agreed to ask the Portfolio holder to attend a meeting of Full Council and also to write to Bernard Jenkin MP and ask him to intervene directly with the relevant minister, in conjunction with TDC, to seek some immediate action.</p>
148/16	<p><b><u>REQUEST FOR FREE USE OF COUNCIL CHAMBER</u></b></p> <p>Members considered a request from Talent Match South East, for free use of the Council chamber to conduct project meeting commencing 4<sup>th</sup> April, for a period of 12 weeks.</p> <p><b>RESOLVED:</b> To grant free use.</p>
149/16	<p><b><u>HTC REPRESENTATIVES – ARK FAMILY RESOURCE CENTRE AND TDC TRANSPORT LIAISON GROUP</u></b></p> <p>Members considered requests from two local organisations for representatives from the Council. Cllr I Henderson said the Ark Family Resource Centre appreciate HTC’s interest in supporting them in bringing back their message and addressing their concerns. He suggested appointing Cllrs Morrison and Cllr Struth to jointly cover the role.</p>

	<p><b>RESOVLED:</b> To appoint Cllrs Morrison and Struth onto the Ark Family Resource Centre and Cllr Fay onto the TDC Transport Liaison Group.</p>
150/16	<p><b><u>HARWICH &amp; DOVERCOURT HIGH SCHOOL – JOINT PROJECT</u></b></p> <p>Members considered a request from the HDHS to meet with Council to discuss a possible joint project to promote the local area. Cllr Struth, having contacted the school, confirmed that it's not older students doing a GCSE projects that would be involved, but the whole of year 7, which might limit how HTC can be involved. Students will look at a project to promote Harwich and they'd like to meet a couple of councillors to agree objectives for the project. It is hoped someone will attend an assembly, assist with identifying the 7 wonders of Harwich, assisting with designing a poster and sitting on a judging panel, but the details are rather vague at present.</p> <p><b>RESOLVED:</b> For Cllr Struth to make contact again, with Emmanuelle Anning, and invite her to the tourism meeting and ask her to confirm some objectives over the phone/by email, and state that we can offer some materials after 30<sup>th</sup> March, and then report back to the next meeting.</p>
151/16	<p><b><u>SEASONAL LIGHTING DISPLAYS 2017</u></b></p> <p>Members considered the quotation to renew the contract with LITE for the installation and storage of Christmas Lighting Displays, along with the additional provision of a remote switch on, which would enable HTC to control the initial switch on of the lights and which would incur a one-off cost. Cllr Calver stated there's been a significant investment in the town and we are guaranteeing the ability for there to be a 'switch-on' event.</p> <p><b>RESOLVED:</b> To renew contract with LITE at the cost of £3090 to be expended from the Christmas Lights budget, and to proceed with the necessary measures to enable a remote switch on, at the cost of £1246 to be expended from the Economic Development budget.</p> <p>Cllr I Henderson asked members to consider the dates for the display of seasonal lighting for Christmas 2017.</p> <p><b>FURTHER RESOLVED:</b> To ensure the lights are installed, checked and working in good time for 2017 Illuminate Festival on 23<sup>rd</sup> November, and taken down after the 12<sup>th</sup> night (from 6<sup>th</sup> January 2018).</p>
152/16	<p><b><u>INTERNAL AUDITOR</u></b></p> <p><b>RESOLVED:</b> To appoint Heather Heelis of Heelis &amp; Lodge as the Council's Internal Auditor for the 2017-18 Financial Year.</p> <p><b>FURTHER RESOLVED:</b> To approve the Scope of Internal Audit work.</p>
153/16	<p><b><u>CRAZY GOLF</u></b></p> <p>Cllr C Powell, Chair of the Putting Green Working Party, reported to members on the progress made on Phase III of the improvements scheme – to replace the crazy golf provision. Cllr Calver thanked Cllr Powell, Cllr Morrison and The Estates Supervisor for their work on investigating the various options. He said the proposal will be a great asset to the town. The Mayor thanked Cllr Powell for all his background work, culminating in the proposals.</p> <p>The quotations sought were considered within the confidential part of the meeting.</p>
154/16	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES</u></b></p> <ul style="list-style-type: none"> <li>• Cllr I Henderson reminded all of the Tourism event on 30<sup>th</sup> March to launch the new tourist leaflet and the promotional film. All businesses have been</li> </ul>

	<p>invited, as have all voluntary organisations and community groups. He said one particular issue that is encouraging is the refurbishment of the public conveniences on The Quay. The metal structure to be placed on the 'blue' roundabout by Morrisons will be starting very soon. There's also going to be a beach festival on 13<sup>th</sup> August in Dovercourt Bay.</p> <ul style="list-style-type: none"> <li>• Cllr Fowler said the RBL's next meeting is 4<sup>th</sup> April; HIP committee is later this month, the Conservation panel meetings are as and when required and there was no information for the HDCA.</li> <li>• Cllr C Powell, having attended a Tourism Group meeting, said that the operator of the local foot ferry intends to increase his service until later into the evenings, and since the number of patrons has increased significantly, he's looking at additional private hire trips as well as an extra service, and possibly a bike hire service. Cllr Powell suggested a letter of thanks be sent to the operator for his commitment to the town. Cllr Calver thanked Cllrs Henderson, Powell and Fowler who persevered on the issue of the refurbishment needs of the public conveniences.</li> <li>• Cllr McLeod said Harwich Festival are doing very well with this year's preparations.</li> </ul>
155/16	<p><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 26<sup>th</sup> January 2017 (previously circulated) be received.</p>
156/16	<p><b><u>MINUTES OF THE LAST ENVIRONMENT &amp; COMMUNITY COMMITTEE MEETING</u></b>  <b>RESOLVED:</b> that the Minutes and Confidential Minutes of the meeting of the Environment &amp; Community Committee held on 23<sup>rd</sup> February 2017 (previously circulated) be received.</p>
157/16	<p><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.</p>
158/16	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members considered a letter from a visitor to Harwich regarding dog fouling, which the Clerk read aloud. Cllr J Henderson said this continues to be a problem, which is as a result of just a few people who aren't clearing up after their dog. She mentioned that it's always flagged up on the playing fields, but that a lot of people aren't aware that dog mess can go in any bin, so long as it's wrapped. The Dog Warden's time is spent on various duties across the district, so the public need to keep their eyes peeled, but she stressed that it is not advisable to confront offenders.  Cllr Calver suggested we send the letter onto TDC and ask them to contact Blackburn Council, where the visitor was from, to ask how they addressed the issue of dog fouling. <b>RESOLVED:</b> To refer the letter to TDC.</li> <li>• Members noted a public consultation from the PCC in relation to the management of the Essex Fire &amp; Rescue Service. Cllr I Henderson confirmed this is about whether the PCC will take on these responsibilities and combine the two forces, so they can work better to protect people but also as a cost-saving measure. The PCC will take his decision and business case to the Secretary of State to ratify the decision, once the consultation has closed. He urges members to respond individually if they wish to do so. Cllr Calver suggested that HTC respond on the merger of the two authorities – in that if</li> </ul>

	<p>the merger means the fire authority becomes less accountable to public scrutiny, we should oppose. <b>RESOLVED:</b> That HTC responds to the consultation by stating that it is unhappy with the level of scrutiny and accountability that the police commissioner is now subject to following the change in procedures and that as a result the Council is opposed to the merger of the management of these two services (EFRS and Police) as the council believes it will similarly undermine the effectiveness of scrutiny of the Essex Fire Service.</p> <ul style="list-style-type: none"> <li>• Members noted receipt of information pertaining to the possible closure of local rail ticket offices, including Dovercourt and Harwich International Port (HIP).</li> </ul> <p>Cllr McLeod said this is worrying since Dovercourt railway station is the main access to the town centre and HIP is the main station for those coming in on the ferries and cruise ships. The Port won't be able to work functionally if there's no ticket office for visitors to the country. We're trying to build up the town centre and this goes against that.</p> <p>Cllr C Powell referred to incidences of vandalised machines and that because the on-board ticket PDAs don't get signal on some parts of the route, passengers are being asked to leave the train to purchase the correct ticket for their journey.</p> <p>Cllr J Henderson referred to incidences where passengers have been getting penalty fared because there is no reliable ticket service at the outbound stations.</p> <p>Cllr I Henderson said the ticket system is complicated and the machines won't advise of all the variations or discounts that can be obtained. He said some staff have been loyal to the business, and have been employed since the British Rail days and this is another job-loss situation. Rail companies are making massive profits and this is another cost-saving exercise. He stated that this is no longer a public service and Abellio weren't clear on these proposals before they bid for the franchise.</p> <p>Cllr Todd said it's important to keep the HIP ticket office, as this enables visitors to obtain advice and for tickets to be issued (such as underground) that can't be dispensed from the machines. Cllr Fay said the consultation was supposed to commence yesterday but he's heard nothing. Cllr Calver said we should ask Bernard Jenkin for his immediate intervention, and take it up with the relevant Government department to get this stopped - and copy to Andy McDonald MP the shadow transport spokesperson, since it was the Government that issued the franchise. The Clerk agreed to make contact with the MP.</p> <p>Cllr Fowler confirmed the consultation is on the Abellio website and in order to take part, respondents should write to or email Transport Focus.</p> <ul style="list-style-type: none"> <li>• Cllr Urwin summarised HTC's submission to the MIU consultation. The Mayor thanked Cllrs Urwin, Calver and Struth for their input.</li> </ul>
159/16	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The Annual Parish meeting for the parish of Harwich &amp; Dovercourt will be held on <b>Tuesday 11<sup>th</sup> April 2017 at The Guildhall, Church Street, Harwich, at 7.00pm</b></p> <p>The next meeting of Harwich Town Council will be held on <b>Tuesday 18<sup>th</sup> April 2017 at The Guildhall, Church Street, Harwich, at 7.00pm</b>, or at the rise of the Town Planning Committee, whichever is the later.</p>

<b>160/16</b>	<b>Exclusion of Public and Press</b> Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting was closed to the press and public for the transaction of the under-mentioned business: <ul style="list-style-type: none"><li>• <b>Crazy Golf</b></li></ul>
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The Chairman closed the public part of the meeting at 9.20pm.

**CHAIRMAN**

**DATE**