

MINUTES of the Meeting of the HARWICH TOWN COUNCIL
 held at
The Guildhall, Church Street, Harwich
 on Tuesday 18th April 2017 at 7.15pm

Present:	Councillors B Brown, J Brown, Calver, Fay, Fowler, I Henderson, J Henderson, McLeod, C Powell, F Powell, Smith, Struth, Todd and Urwin
In the Chair:	Councillor Morrison
Clerk:	Ms Lucy Ballard
Also present:	3 members of the public, 1 member of the press, the Rev. Rosie Tallowin, Mark Westall and Claire Ellington from Tendring District Council, and Chief Inspector Russ Cole

Prayers were said by the Rev. Rosie Tallowin.

The Mayor took the opportunity to thank the Rev. Rosie Tallowin for taking on the role of Mayor's Chaplain for the 2016/17 Municipal Year before welcoming the public along with guest speakers.

162/16	<u>APOLOGIES FOR ABSENCE</u> Cllr Ashley
163/16	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
164/16	<u>PUBLIC QUESTIONS</u> June, of Kings Quay Street, said having recently moved to Harwich, she'd noticed several issues of concern, which she felt would have a negative impact on the town in the lead up to the tourist season. The issues she raised included dog fouling, despite many dog bins being available, and a lack of dog wardens; litter built up outside a kebab takeaway establishment recently and when she approached the person in the shop she found them disinterested in tackling the problem because weren't the shop owner; and torn bin bags which left rubbish being strewn everywhere because they're being put out too early. She asked if the CCTV was active and monitored in the area. She felt that little care had been taken in the town. Cllr J Henderson shared June's outrage and said these issues have been raised previously. She confirmed there are only 2 dog wardens for the district with just 1 day per week of patrol and added, with the cuts it's unlikely more resources will become available. All dog owners have a responsibility and it shouldn't be for the public to police the issue. She confirmed if the district council can be provided with suitable evidence, they will prosecute. She offered to pass on the concerns direct to the district council. Cllr I Henderson clarified that the town council doesn't have responsibility for street cleaning, dog wardens etc.; it's Tendring District

	<p>Council and all we can do is lobby them. He said it's important for tourism that these issues are addressed. Cllr Urwin suggested that the Tourism Group write to the local fast-food outlets and state that in the interests of tourism would they be prepared to provide an outside bin. Cllr C Powell said this could be placed on an agenda but suggested the resident write direct to TDC also. The Mayor shared the frustrations about the torn bin bags, as she felt some are put out too far in advance of the collection time.</p> <p>Emma, of the same address, said where she lived previously, they were issued with wheelie bins but whilst these were collected fortnightly, the rubbish was contained, so bags weren't ripped open and there was no smell. She asked if bin bags rather than wheelie bins was the norm. The Mayor said we're also pushing for better services from those whose responsibility it is for collections.</p>
<p>165/16</p>	<p><u>MAYOR'S ANNOUNCEMENTS</u></p> <p>The Mayor gave a brief report of engagements carried out since the last meeting, which included attending the High Sheriff's awards evening in Chelmsford; The tourism event at The Waterfront; and Brightlingsea Civic Service. She was pleased to welcome, along with Cllr Calver, students from a creative writing Group (Talent Match) to the Guildhall where they are based for 12 weeks whilst sitting a course funded by the Princes Trust. She thanked those who attended the Mayoress' quiz at The Courthouse in Bromley, and mentioned there would be a Race night at the Rugby Club for the Mayoress' charity on 12th May, and a presentation evening held for the local charities which have been supported by the Mayoress, on 15th May.</p>
<p>166/16</p>	<p><u>CCTV IN HARWICH AND DOVERCOURT</u></p> <p>Chief Insp. Russ Cole, along with Mark Westall and Claire Ellington, both of Tendring District Council (TDC), gave members a briefing on the local CCTV provision within Harwich & Dovercourt.</p> <p>Mark gave an overview of the role of TDC with regards to the CCTV function. The control Centre is operational 24/7, but the staff also monitors the Careline alarms, which is their primary function. There are 100 cameras across the district and 60 further cameras in sheltered housing and sited within housing estates. They're all under a maintenance contract, which is currently with Chroma Vision, who carry out 6-monthly checks. TDC support the police on a daily basis to help tackle crime, although they have no enforcement function so they cannot monitor dog fouling, illegal parking etc. as they don't have the necessary licenses. They are working to get an Airwaves terminal in the control centre which allows the, to hear what the police can hear so they can react immediately to a situation as it happens. Statistics are kept of what footage has been retrieved and provided to assist with the police activity.</p> <p>Claire Ellington confirmed the current locations of the CCTV units are by the Queen Victoria on Marine Parade, Main Rd/Hill Rd junction, Kingsway crossroads, Dovercourt Station, West Street, Church Street and St Nicholas Street. Mark added they can only be sited where there's a need.</p> <p>Cllr Calver clarified that HTC pay a contribution towards the monitoring of the CCTV at the request of former Chief Insp. Chris Willis. Members are now seeking to find out if the CCTV is doing what it's expected to. Cllr I Henderson said we need to know what we are paying for. He said the original images weren't good enough quality to convict, but we were assured with the new equipment, they would be. Mark said HTC's contribution goes towards the maintenance and repairs, and the bandwidth required. The cameras are recorded both locally and in Clacton, so if the radio link goes down, it doesn't affect the saved footage. Russ Cole said the cameras are worth their weight in</p>

	<p>gold. He said there had been a 10% increase in crime in the last year and CCTV has been a valuable tool. Catching a criminal red-handed is very difficult, so CCTV is considered in every investigation. They've picked up some invaluable evidence which often leads to court cases but also assists in building up their intelligence base. There's the preventative value also of having them sited. There may be some additional money available to ensure the cameras are updated if necessary. Last summer, they were able to secure £4k so there are some opportunities out there.</p> <p>Cllr J Henderson referred to the high levels of fly-tipping at the former Victoria Hotel site, and asked whether the Dovercourt Station camera was picking up the culprits. Mark said that camera doesn't pick up that particular paved area, but they are in talks with Environmental about what else can be done to surveil the area. She further asked about Milton Road, where there is also fly-tipping, however Mark wasn't aware of any incidences but agreed to look into that. Mark did confirm that camera is one of the newest they have and it will pick up number plates etc. as it's very high quality. Claire said if they know what's happening and where, they can set the camera on that area. Mark can provide, on a 3-monthly basis, how much footage has been captured and what's been burnt.</p> <p>Russ said the Council might like to consider the opportunity to appoint a Community Warden as they represent very good value and are a less costly alternative to employing a PCSO/Police Officer.</p> <p>The Mayor thanked Russ, Mark and Claire for coming along.</p>
<p>167/16</p>	<p><u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the Minutes and Confidential Minutes of the meeting of the Town Council held on 7th March 2017 (previously circulated) be approved by the Chairman and signed as a true record with the amendment to the date of the Beach Festival referred to under MIN 154/16.</p>
<p>168/16</p>	<p><u>MATTERS ARISING FROM THE MINUTES</u></p> <ul style="list-style-type: none"> • MIN 147/16 – The Clerk confirmed that since sending a request for the portfolio holder to attend a Council meeting there had been no progress but that she will be working with Cllr Watling to secure a date to attend a future meeting of the Council. • MIN 150/16 – Cllr Struth confirmed that due to a bereavement, Emmanuelle Anning had been unavailable to discuss further, a proposed joint project with HDHS. • MIN 158/16 – Members noted receipt of copies of letters from Bernard Jenkin MP to Abellio Greater Anglia regarding the public consultation on ticket office changes. Cllr I Henderson said the MP doesn't support the closure of the ticket offices. He referred particularly to the need to having staff available for support when needed, which wouldn't be available if the ticket offices closed. The closest station would be Manningtree. He also referred to the fear of passengers being penalty fared despite being told that tickets can be purchased on the train. He feels HTC should back up the MP's letter and support him in not accepting these closures. Cllr Fay said he'd attended a TDC Transport Liaison Group meeting recently and a carefully worded response was submitted to Transport Focus, and a very detailed response was received, with many of the points which were raised being agreed with. He referred to some of the points made, including the tourism aspect. There is another meeting this week,

	<p>which he's unable to attend but he will attend the 25th May meeting and can update after then. Cllr I Henderson said Passenger Focus have little clout as they're only a voice for the public.</p> <p>The Clerk agreed to follow up with the MP to chase a response from the relevant Secretary of State, which was requested in our letter to him following the last meeting.</p>
169/16	<p><u>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS</u></p> <p>• MIN 119/16 – Members accepted the additional £6 costs for disbursements in addition to monies paid for legal services by Council solicitors</p>
170/16	<p><u>LGBCE ELECTORAL REVIEW OF TENDRING: DRAFT RECOMMENDATIONS</u></p> <p>Members considered the draft recommendations in relation to the Electoral Review of Tendring. Cllr Calver confirmed that this review is still only regarding the TDC boundaries and not the HTC boundaries and even though they've put forward recommendations on these. Although these recommendations are at odds with the recommendations HTC put forward. He felt there is no argument with the recommendations for the TDC boundaries. Referring to the new 'Parkeston' ward which will be created, the TDC Labour group have said it will be confusing and misleading since 50% of the ward will sit in Dovercourt. They've proposed the ward is actually called 'Dovercourt Vines and Parkeston' instead. TDC has indicated they will be prepared to carry out a review of the HTC warding arrangements after the completion of this review. In the short term Cllr Calver proposed that HTC put forward support of the recommendation of the revised name, and advise TDC that we remain of the opinion that HTC considers that its proposal for warding arrangements for Harwich Town Council would be more effective and appropriate than that proposed by the Boundary Commission.</p> <p>RESOLVED: To write to TDC</p>
171/16	<p><u>CHRISTMAS LIGHTS 2016</u></p> <p>Cllr Calver asked members to consider covering the additional expenditure that had been incurred as a result of installing cross-street string lights over the Christmas 2016 period.</p> <p>RESOVLED: To pay £755 plus VAT to be expended from the Economic Development budget.</p>
172/16	<p><u>REQUEST FOR USE OF HARWICH TOWN COUNCIL COAT OF ARMS</u></p> <p>Members considered a request from the Rev. Rosie Tallowin, Team Vicar of the Harwich Peninsula, for use of the Coat of Arms to accompany an article on Mayor Making for the Parish Magazine.</p> <p>RESOLVED: To grant the request.</p>
173/16	<p><u>FINANCIAL RISK ASSESSMENT AND SYSTEM OF INTERNAL CONTROL</u></p> <p>Members reviewed the Financial Risk Assessment conducted by the RFO and the measures put in place to mitigate any risk (Statement of Internal Control).</p> <p>RESOLVED: To accept the Financial Risk Assessment in conjunction with the Statement of Internal Control</p>
174/16	<p><u>ANNUAL SUBSCRIPTIONS</u></p> <p>RESOLVED: To approve annual subscriptions which become payable during the 2017/18 financial year.</p>

175/16	<p><u>COUNCILLOR AND MAYORAL ALLOWANCES</u></p> <p>Members considered the recent recommendations of the Independent Remuneration Panel and reviewed the present arrangements. Cllr Calver referred to an opinion expressed after the most recent local elections, that HTC would freeze the rate for the remainder of the council and proposed to retain the allowances at the present rate.</p> <p>RESOLVED: To retain the 2016/17 member allowance of £768 per annum for councillors, payable in two instalments (June and December); and £2400 Mayoral allowance, payable in two instalments in consultation with the Mayor. The justification for the higher than recommended amount for the Chairman is due to the Mayoral position incurring many costs throughout the year.</p>
176/16	<p><u>REGULAR PAYMENTS</u></p> <p>RESOLVED: To authorised regular payments, including those made by variable direct debit, in accordance with Financial Regulation 5.6</p>
	<p>The Mayor gave thanks to the Clerk on behalf of members for putting together all the background paperwork that supports these previous items as there's much work that goes into the preparation.</p>
177/16	<p><u>TOWN CENTER COMMUNITY WORKING ARRANGEMENTS</u></p> <p>Cllr I Henderson proposed the Council invite Rachel Fryer (Town Centre Manager), Don Piper (Licensee for the Dovercourt Market) and the Christmas event organisers (Kirsty Ayling) to a meeting with a sub-group from HTC to discuss how to move forward with events in the town, which we each work on to support the town centre. He suggested himself and Cllrs Calver and Urwin to form the sub-group.</p> <p>RESOLVED: To send letters</p>
177/16	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES</u></p> <ul style="list-style-type: none"> • Cllr C Powell attended a recent HIP committee meeting at which the Train Ferry Gantry was discussed. He'd raised the point that it's their responsibility to maintain the structure and the Council will be doing whatever it can to ensure they carry out their responsibilities. He also referred to the tourism event at The Waterfront, and how successful it was. • Cllr I Henderson said, having attended the HIP meeting also, that the Stena Britannica has had its scrubbers fitted in line with new EU regulations regarding sulphur emissions. He also reported that HIP are having trouble with overnight parking of HGVs around the port so they've now introduced free overnight parking within the port with a possibility of charging for this in the future. He finally reported that the offshore wind farm (Galoper) is awaiting planning permission. • Cllr McLeod mentioned that the Harwich Festival Committee and Older People's Forum are working hard. • Cllr J Henderson wasn't able to attend the recent Teen Talk meeting owing to a meeting of the Big Society Committee, but was pleased that Teen Talk were awarded £30k. • Cllr Fay advised of future meetings of the Parish Transport Group and TDC Transport Liaison Group, which he will be attending. • Cllr Fowler said the RBL's last meeting was in April and she expects the next meeting to be held in June. Harwich Conservation Panel meetings are held as

	<p>and when and she's received no correspondence or meeting dates from the H&D Community Association.</p> <ul style="list-style-type: none"> • The Mayor attended the Mayflower project meeting and they apologised as they've omitted to invite the Mayor to their meeting previously. They discussed the bid, which they'd recently asked HTC to attach a letter of support to but they understood that they need to give ample notice. They confirmed letters have been attached by TDC and ECC.
178/16	<p><u>MINUTES OF THE LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING</u></p> <p>RESOLVED: that the Minutes and Confidential Minutes of the meeting of the Finance & General Purposes Committee held on 21st March 2017 (previously circulated) be received.</p> <p>FURTHER RESOLVED: To ratify the decision of the F&GP Committee to award s137 grants to both the Harwich International Shanty Festival (£2650), and the Harwich Festival of the Arts (£5040) with agreement to accept an amendment to the date for one of their events, which will now be incorporated into the Beach Festival later this summer.</p>
179/16	<p><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></p> <p>RESOLVED: that the Minutes and Confidential Minutes of the meeting of the Allotments Committee held on 23rd March 2017 (previously circulated) be received.</p>
180/16	<p><u>ACCOUNTS</u></p> <p>Payments and receipts, current balances, financial activity against budgets and earmarked funds were noted.</p> <p>RESOLVED: to authorise payments as presented.</p>
181/16	<p><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <ul style="list-style-type: none"> • Cllr Todd declared his disappointment about having received no response to letters sent to TDC or Hutchinson Ports regarding the Train Ferry Gantry.
182/16	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of Harwich Town Council is expected be held on Tuesday 30th May 2017 at The Guildhall, Church Street, Harwich, at 7.00pm, or at the rise of the Town Planning Committee, whichever is the later.</p>
183/16	<p>Exclusion of Public and Press</p> <p>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:</p> <ul style="list-style-type: none"> • Access to Boatswains Call Allotments

The Chairman thanked everyone and closed the public part of the meeting at 8.35pm.

CHAIRMAN

DATE