

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Wednesday 6<sup>th</sup> September 2017 at 7.50pm**

<b>Present:</b>	<b>Councillors Ashley, B Brown, Calver, Fay, I Henderson, J Henderson, McLeod, Morrison, C Powell, F Powell, Smith, Todd and Urwin</b>
<b>In the Chair:</b>	<b>Councillor J Brown</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>3 members of the public, 0 members of the press and guest speakers Team 34.</b>

The Chairman asked for a minute's silence in respect of former councillor Marilyn Gibbins who recently passed away.

<b>056/17</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Fowler and Struth
<b>057/17</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>058/17</b>	<b><u>'TEAM 34 COMMUNITY INITIATIVE' PRESENTATION</u></b> Members received a presentation on the project to develop an app targeted to young people which tells them what events are going on locally and what services are available. Matt Leach briefed members on the Government backed initiative, the NCS, which has run successfully for 6 years. Essex Youth Service runs the programme, which is 4 weeks in duration, which is a tight timeframe to development something for the community. Team 34 designed an app called WTF (Where to Find). They said the pun appeals to their target audience. The reasons behind the app is the heavy influence of Social Media. It doesn't show the location of users unlike other Social Media platforms. During the consultation they asked about ways of presenting events in the local area and of 150 consultees, received 100 responses that suggested an app. Selecting a pin on an area map, takes users to details, location and directions etc. of that particular event. The app will be developed to be accessible to a wide range of users and there'll be an opportunity to join groups related to specific interests. Users can personalise the colour scheme and it's also been designed to assist dyslexic users as it enables them to select a special font and change the background colour. The logo icon embraces equality. There is also an icon which gives ideas of activities that users can partake in as an alternative to attending events. Users can also sign up to volunteer work. This will help users gain experience, knowledge, trust etc. and lead to a lower rate of unemployment in the district.

	<p>Safety is one of their top priorities so there's a parent icon so they can monitor their children's activity.</p> <p>During the public consultation they visited shops in the town centre to ask if they'd like to advertise or offer discounts (they asked 11 outlets and 4 said yes, 4 said they might with more information and only 3 declined).</p> <p>They agree it's an optimistic idea but that are certain it will benefit the community.</p> <p>They thanked the council for their time.</p> <p>Cllr I Henderson asked what stage they're at and what's next. They confirmed that the app has started to be developed in a usable format and they are considering better software to refine it. A Youth Strategy Group funding application has been submitted to assist with its development.</p> <p>Cllr Ashley asked what steps have been taken to protect the idea. They said they'd carried out a test delivery to ensure the information wasn't intercepted.</p> <p>Cllr I Henderson said he liked the idea of including the volunteering opportunities locally.</p> <p>The Chairman thanked Team 34 for attending.</p>
059/17	<p><b><u>PUBLIC QUESTIONS</u></b> None</p>
060/17	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>The Mayor gave a brief report of engagements undertaken since the last meeting, which included attending the Stroke Club sponsored walk; a special event at the Harwich &amp; Parkeston Football Club to celebrate the 125<sup>th</sup> anniversary of the first ever official European football club, between H&amp;P FC and Royal Antwerp FC and which was also attended by the Deputy Mayor; The Harwich Sea Festival; the Mayoress' Teddy bears picnic; a Bobbits Hole event, the Fuschia show, the opening of a new garden and patio area at Lime Court and the Royal Oak and Horse Rangers Summer Fayres.</p>
061/17	<p><b><u>MINUTES OF LAST MEETING</u></b></p> <p><b>RESOLVED:</b> That the Minutes and Confidential Minutes of the meeting of Harwich Town Council held on 17<sup>th</sup> July 2017 (circulated separately) were approved as a correct record.</p> <p><b>RESOLVED:</b> That the Minutes and Confidential Minutes of the Extraordinary meeting of Harwich Town Council held on 8<sup>th</sup> August 2017 (circulated separately) were approved as a correct record.</p>
062/17	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 044/17</b> – Members noted a response to a letter to Hutchison Ports concerning Bathside Bay. Cllr Todd expected this response and wondered if it had anything to do with a recent media report that suggested overseas investment had been pulled on another similar development elsewhere. Cllr I Henderson said the planning decision still stands and asked if we could acknowledge the letter and thank them for clarifying the position. The Clerk agreed. <b>ACTION</b></li> <li>• <b>MIN 027/17</b> – Members noted a response to a letter to Jesse Norman about delays to the repairs to the A120. Cllr I Henderson clarified the position and suggested we monitor progress.</li> </ul>

063/17	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <p><b>Min 042/17</b> – Cllr Todd referred to the Train Ferry Gantry and informed members that he'd been invited to attend a meeting in October with Cath Bicknell and a representative of Harwich International Port to discuss.</p> <p><b>Min 038/17</b> – Cllr Smith referred to a previous public question regarding the boat on the beach, which had since been moved but simply placed elsewhere so he's in touch with Tendring District Council to pursue this issue.</p> <p><b>Min 158/16</b> - Cllr I Henderson confirmed that both the Essex Fire Authority and Police will now come under the joint governance of the Essex Police and Crime Commissioner. Cllr Henderson asked if the Clerk could write to the PCC to gauge his views on the proposed changes to the Essex Fire Authority and reiterate our request to retain our full time firefighters along with HTC's consultation submission. He asked if the Clerk could also seek confirmation that no attempt will be made to impose the new system until such time as full recruitment is achieved. <b>ACTION</b></p>
064/17	<p><b><u>COMMUNITY GOVERNANCE REVIEWS</u></b></p> <p>Members received correspondence from Tendring District Council regarding Community Governance Reviews and considered whether to submit comments regarding the proposals. Cllr Calver proposed that we respond positively, welcoming a Governance Review and resubmit that as the stated position of HTC.</p> <p><b>RESOLVED:</b> Write to TDC (ASK GC WHAT HE WISHES TO BE RESUBMITTED)</p>
065/17	<p><b><u>COMPLAINTS PROCEDURE</u></b></p> <p><b>RESOLVED:</b> To adopt the revised procedure, as presented, for Harwich Town Council.</p>
066/17	<p><b><u>NO SMOKING POLICY</u></b></p> <p>It was agreed to defer consideration of this item to a subsequent meeting.</p>
067/17	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Todd informed members that Harwich Town Station is being refurbished and staged as it would have been in 1924. There is the intention of it becoming a railway museum.</li> <li>• Cllr J Henderson attended a meeting of Teen Talk who thanked the Council for supporting their summer event. They are still trying to get more funding however they have been successful on a recent grant.</li> <li>• Cllr C Powell attended the local resilience forum who are looking for volunteers to be trained to fill vacancies in their rest centres.</li> <li>• Cllr J Brown attended the last official meeting of the Crime Prevention Panel and confirmed it has now been dissolved. The CPP were hoping to gifts their remaining funds to HTC and would be sending a letter to the Clerk in due course.</li> <li>• Cllr J Brown is expecting an invitation to attend a Mayflower meeting.</li> </ul>
068/17	<p><b><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></b></p> <p>Members received the Minutes of the Allotments Committee meeting held on 19<sup>th</sup> July 2017 (circulated separately).</p>
069/17	<p><b><u>ACCOUNTS</u></b></p> <p><b>RESOLVED:</b> To accept the financial report and to approve accounts for payment as per the schedule (circulated separately)</p>

	<p>The Clerk confirmed the Annual Return came back from the External Auditors and all was fine. Members thanked the Clerk for this achievement as it's not an easy task.</p>
<b>070/17</b>	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Morrison presented some correspondence from a resident in the parish regarding services at the Fryatt Hospital. Cllr C Powell said the only doctor who can perform the procedure is based at Frinton. The resident had written to the MP Bernard Jenkin and Cllr Calver mentioned that the MP had made no reference to the withdrawal of the service from Harwich hospital when forwarding the concerns to Clinical Commissioning Group and Anglian Community Enterprise. Cllr Morrison asked if HTC could write directly to Bernard Jenkin to take that up and also to investigate the withdrawal of children's blood testing, which Cllr Morrison believed had also been withdrawn. <b>RESOLVED:</b> To write to the MP. (see Pam for what she wants me to say).</li> </ul> <p>Cllr Ashley asked if HTC can ask the MP how big Harwich needs to get before services stop getting cut but it was agreed to defer this until a response was received.</p> <p>Cllr I Henderson suggested we write to the speaker of the House of Commons to say we're concerned with the lack of representation by the MP of his constituents, but it was also agreed to defer this until a response is received.</p> <p>Members noted receipt of the Notification of Publication of Coastal Access Report and considered whether to submit representations about the proposals. Cllr Claver said within the boundaries of HTC there are no access issues and all the areas that should be legitimately accessible, are. It was agreed that no submission was necessary.</p>
<b>071/17</b>	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Tuesday 17<sup>th</sup> October 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>
<b>072/17</b>	<p><b><u>EXCLUSION OF PRESS AND PUBLIC</u></b></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"> <li>• <b>Civic Processions</b></li> </ul>

The Chairman closed the public part of the meeting at 9.03pm.

**CHAIRMAN**

**DATE**

**Cllr J Brown**