

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Tuesday 17<sup>th</sup> October 2017 at 7.40pm**

<b>Present:</b>	<b>Councillors B Brown, Fay, Fowler, I Henderson, J Henderson, Morrison, C Powell, F Powell, Smith, Struth, 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>2 members of the public, 0 members of the press and the Rev. Rosie Tallwin</b>

<b>081/17</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Ashley, Calver and McLeod
<b>082/17</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>083/17</b>	<b><u>PUBLIC QUESTIONS</u></b> Betty Holbrook referred to the balance of funds left over from the Crime Prevention Panel, which had recently disbanded and said it had been agreed at the last meeting that this be gifted to HTC. She asked whether this had been received. The Clerk confirmed not yet but understood the matter was in progress. Cllr I Henderson and Cllr Smith recalled the suggestion that this be gifted to the newly formed Community Crime Prevention Panel. The Chairman confirmed that the matter was in progress and that once the withdrawal of the funds had been sorted, we would likely receive official correspondence to accept the monies then.
<b>084/17</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Mayor gave a brief report of engagements undertaken since the last meeting, which included attending a reception with Nigel Spencer and charity fun day at the Bowles club, the Air Ambulance Motorcycle Run, Tendring Thunderbirds concert, preview evening at the Waterfront, visit from 1 <sup>st</sup> and 2 <sup>nd</sup> Parkeston Scouts in the Guildhall, McMillan Coffee morning at Hanover Court, Mayor's civic service, High Sheriffs civic service at Brentwood, the civic service of the Mayor of Wivenhoe and the Sea Shanty Festival closing ceremony at St Nicholas Church. Cllr C Powell, on behalf of the Mayor, attended the Harwich Society annual dinner. The Mayor thanked him for standing in.
<b>085/17</b>	<b><u>MINUTES OF LAST MEETING</u></b> <b>RESOLVED:</b> That the Minutes and Confidential Minutes of the meeting of

	<p>Harwich Town Council held on 6<sup>th</sup> September 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 26<sup>th</sup> September 2017 (circulated separately) were approved as a correct record.</p>
086/17	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <p>None</p>
087/17	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <p><b>Min 042/17</b> – Cllr Todd provided an update to members following a meeting with TDC and Harwich International Port (HIP) on 16<sup>th</sup> October. The situation is unchanged but HIP were reluctant to approach their shareholders for the £2.5m repair bill since there will be no return. Cllr Todd confirmed there isn't a return on this kind of expenditure. Cllr Todd was asked if HTC could arrange funding, to which he replied that it was for HIP, as owners, and TDC as the enforcers to source the funding for the repairs. He declared his concern that no action had been taken over the previous 6 years except to remove the broken glass from the windows. They have agreed to approach English Heritage and other interested parties and arrange a follow-up meeting for 4/6 weeks' time. They suggested public ownership as an option.</p>
088/17	<p><b><u>MERCHANT NAVY DAY CIVIC SERVICE</u></b></p> <p>Cllr I Henderson gave members some background on how the Merchant Navy Day became recognised and became a civic event. He asked if members would agree to defer this item and for HTC to write to the Merchant Navy Association giving them the opportunity to advise the Council of their future plans, as there may be someone who is able to carry on the tradition of the annual service.</p> <p>Cllr Morrison confirmed it's not HTC that wishes to stop the event, if the MNA can't arrange a full programme of events going forward, then it's simply for us to agree to remove this from the civic calendar, since it was HTC that added it originally.</p> <p>Rev. Tallowin confirmed that the decision was made by the MNA to hold a service originally and the church would've been happy to organise it all, as it wouldn't have been troublesome to do so, however they weren't given the opportunity. Rev. Tallowin added that if they're not invited to take part, that's what they go with, however she is happy to work with HTC to continue to put on a church service. She said that the MNA would need to relinquish their responsibility for organising the event as it wouldn't be for the Council to take over this if it's expressly against their wishes.</p> <p><b>RESOLVED:</b> Members agreed to defer consideration of this item and write to the MNA and ask them what their plans are for recognising the day going forward.</p>
089/17	<p><b><u>EMPLOYER GRANT</u></b></p> <p>Members noted receipt of £1500 employer grant and <b>RESOLVED:</b> To allocate £250 to the Training Budget and the remaining £1250 to the salaries budget.</p>
090/17	<p><b><u>HARWICH &amp; DISTRICT COMMUNITY CRIME PREVENTIONAL PANEL</u></b></p>

	<p>Members considered a request from the newly-formed group to hold their group meetings free of charge in the Council Chamber.</p> <p><b>RESOLVED:</b> to grant free use of the Chamber for meetings, to be arranged via the Council office, until the end of March 18 in the first instance.</p> <p>Members further considered selecting a representative from Harwich Town Council to attend the meetings.</p> <p><b>FURTHER RESOLVED:</b> To appoint the Mayor as representative of Harwich Town Council.</p>
091/17	<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 I Henderson attended a meeting of the tourism group and reported that passenger levels are up on the foot-ferry service and most of their passengers (65%/70%) were coming into Harwich rather than going out of Harwich. He is also getting cyclists and school trips due to the larger vessel. The bike hire, however, hasn't taken off but 'Harwich Seal Watch' has proven popular. There's still the need for a floating walkway over the other side. He also reported that The Beach Festival was very successful and local feedback said it was the busiest some had ever seen. The Historic Harwich branding was in the background of every photo taken at a recent event in Clacton. They've obtained sponsorship for next year's tourism leaflet and Galloper Windfarm are assisting with this. Regarding the Mayflower 400 events, Harwich has been chosen as a tourist destination. Finally, he confirmed that The Illuminate festival will be going ahead again this year on Friday 24<sup>th</sup> November, with more information to follow. They are also discussing a heritage centre as part of the celebrations.</li> <li>• Cllr Fowler reported that the HIP Liaison committee didn't meet as expected and that no new date has yet been advised. She said the Harwich Conservation Panel meet as and when and there was nothing to report, and the Harwich &amp; District Community Association were still to hold their AGM and she still hadn't received any correspondence or meeting dates from them.</li> <li>• Cllr Morrison attended the Ark Centre meeting and reported they'd been having difficulties obtaining funding but have now acquired some from the Tudor Trust, which is a huge Trust, and which we could promote to other organisations in the area. They're doing much fund-raising also. They have also submitted a grant funding application to HTC which will be considered at the next meeting of the F&amp;GP Committee in late November.</li> <li>• Cllr J Brown attended the first meeting of the newly formed H&amp;D Community Crime Prevention Panel, which has 19 members so far. He hopes to report more following the next meeting.</li> </ul>
092/17	<p><b><u>MINUTES OF THE LAST ENVIRONMENT &amp; COMMUNITY COMMITTEE MEETING</u></b></p> <p>Members received the Minutes of the Environment &amp; Community Committee meeting held on 7<sup>th</sup> September 2017 (circulated separately).</p> <p>Cllr Todd confirmed the writing on the sea wall had now been completed and he thanked all involved for their work on bringing this to completion.</p>
093/17	<p><b><u>MINUTES OF THE LAST FINANCE &amp; GENERAL PURPOSES COMMITTEE MEETING</u></b></p> <p>Members received the Minutes and Confidential Minutes of the Finance &amp; General Purposes Committee meeting held on 19<sup>th</sup> September 2017 (circulated separately).</p>

	<p>Cllr Morrison thanked Cllr J Henderson for keeping on track with the skate park project, from its inception to completion. She said it's all started and progressing nicely.</p> <p>Cllr Henderson recognised councillors past and present and the outside bodies (HCC) who had provided assistance and input, and said it's nice to be able to give back to the youngsters as obtaining the funding was hard. She said it's a great achievement for the Council. The Chairman thanked Cllr Henderson also, for her perseverance.</p>
<b>094/17</b>	<p><b><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></b></p> <p>Members received the Minutes and Confidential Minutes of the Allotments Committee meeting held on 19<sup>th</sup> July 2017 (circulated separately).</p>
<b>095/17</b>	<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>
<b>096/17</b>	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <p>Members noted receipt of the conclusion of the Audit for year ended 31 March 2017. The External Auditor did not raise any concerns in Section 3 therefore there were no issues which required addressing. Cllr Morrison thanked the Clerk on behalf of the Council.</p> <p>Cllr I Henderson referred to some new initiatives for funding for community groups and the voluntary sector, including a new crowd funding venture, The Essex Crowd, and The Essex Lottery, which he feels HTC should help to promote.</p>
<b>097/17</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 12<sup>th</sup> December 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 8.28pm.

**CHAIRMAN**

**DATE**

**Cllr J Brown**