

MINUTES of the Meeting of the HARWICH TOWN COUNCIL
 held at
The Guildhall, Church Street, Harwich
 on Tuesday 16th January 2018 at 7.50pm

Present:	Councillors B Brown, Calver, Fay, Fowler, I Henderson, J Henderson, McLeod, Morrison, F Powell, Smith, Struth, Todd and Urwin
In the Chair:	Councillor C Powell
Clerk:	Ms Lucy Ballard
Also present:	5 members of the public, 0 members of the press and Rev. Rosie Tallwin

The Chairman confirmed that Item 12 will be removed from the agenda and that the minutes of the Extraordinary meeting of the Allotments committee on 11th December would be received.

124/17	<u>APOLOGIES FOR ABSENCE</u> Cllrs Ashley and J Brown
125/17	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
126/17	<u>PUBLIC QUESTIONS</u> None
127/17	<u>MAYOR'S ANNOUNCEMENTS</u> There was no report given.
128/17	<u>MINUTES OF LAST MEETING</u> RESOLVED: That the Minutes of the meeting of Harwich Town Council held on 12 th December 2017 (circulated separately) were approved as a correct record.
129/17	<u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u> <ul style="list-style-type: none"> • MIN 106/17 – Cllr J Henderson thanked Dave Blackiston for his prompt action and enthusiasm in setting up Harwich Speedwatch. She said he'd done a remarkable job and achieved so much in a short space of time and that as a result, drivers were already more aware of their speed. <p>The Chairman adjourned the meeting at 8.03pm to attend to an urgent matter. The meeting was re-convened at 8.09pm</p>

	<p>• MIN 110/17 – Members considered correspondence from Transport Focus in relation to the proposal to close rail ticket offices. Cllr I Henderson read from the letter and asked if Council would consider asking the MP if he was aware at the pre-licensing stage that Greater Anglia were proposing the closure of the ticket offices in accordance with Schedule 17, prior to the issue of the licence for the franchise, and if he was did he intervene with the Dept. for Transport (DfT) and if he didn't, why not. In any case, can he provide copies of all correspondence between his office and the DfT. Furthermore, they're not honouring their commitment to provide assistance from staff at all stations, in the early times following closure of the ticket offices as there has been no-one at Dovercourt and passengers are struggling with purchasing the tickets they require. Cllr Henderson asked if the Council could ask the MP to take this up with Greater Anglia.</p> <p>RESOLVED: To send a letter to Bernard Jenkin MP.</p>
130/17	<p><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u> None</p>
131/17	<p><u>SEASONAL LIGHTING DISPLAYS 2018</u> Members considered the quotation to renew the contract with LITE for the installation and storage of Christmas Lighting Displays. RESOLVED: To renew contract with LITE at the cost of £3307 to be expended from the Christmas Lights budget.</p> <p>Members also considered the dates for the display of seasonal lighting for Christmas 2018. FURTHER RESOLVED: To ensure the lights are installed, checked and working in good time for 2018 Illuminate Festival in November, and taken down after the 12th night (from 6th January 2019).</p>
132/17	<p><u>WILLOW WAY ALLOTMENT SITE</u> Members considered a recommendation of the Allotments Committee that Harwich Town Council no longer operates an allotment site on the land known as 'Willow Way Allotment Site' and relinquishes the management role of the land that is owned by Tendring District Council (TDC). Cllr Todd briefed members on the rationale behind the recommendation. RESOLVED: To accept the recommendation and relinquish the site to TDC. Members wished to record their thanks to both Michelle Townsend and Shannon Lenyk for the excellent report they compiled which assisted members when considering this issue. Cllr J Henderson further thanked Cllr Todd as chairman of the Allotments Committee.</p>
133/17	<p><u>HARWICH FOOT FERRY</u> Members considered a request by the Harwich Harbour Foot Ferry Partnership to join the Partnership and contribute financial support to the service. Cllr I Henderson confirmed that other neighbouring councils are in the partnership as are Essex CC and Suffolk CC. The service is bringing tourists to the town. He also suggested appointing a member at a later stage to represent HTC. Cllr Calver suggested if members are minded to proceed that we sign up after 1st April to enable funds to be made available. RESOLVED: To agree to the request and join the Partnership and allocate £1k per annum to support the service, to be funded from the Economic Development budget.</p>

134/17	<p><u>A120 ROAD SURFACE CONCERN</u></p> <p>Members discussed concerns regarding the dangerous condition of the road surface on the A120 between Wix and Horsley Cross in conjunction with a letter which had also been received from a resident raising similar concerns, which had been circulated to members.</p> <p>Cllr I Henderson confirmed the resurfacing was due to be carried out at beginning of January 2017 and this was delayed until Spring/Summer and subsequently to the Autumn. The present position is the resurfacing is delayed until 2019/20 and in the interim, a few minor patch ups will take place. Cllr Henderson referred to a number of FaceBook comments outlining many incidences. He suggests we write to Highways England (cc: Bernard Jenkin MP) outlining our concerns stating that it's not acceptable to wait until 2019 and that we need urgent action. Furthermore, we asked Bernard Jenkin MP to back us in our call for the road to receive immediate attention.</p> <p>Cllr C Powell said the remedial repairs are insufficient. Cllr B Brown asked if it would add weight to invite the other local councils to write also. It was confirmed that they already are.</p> <p>RESOLVED: To write the letters to Highways England and Bernard Jenkin MP.</p>
135/17	<p><u>REQUEST FOR COUNCIL ARCHIVE IMAGES</u></p> <p>Members considered a request from Victoria County History of Essex to reproduce images obtained from the archives at Harwich Town Council for the book <i>Nineteenth-Century Harwich and Dovercourt</i>. Details of the images have been circulated to members. The Clerk confirmed that the Archivists were content with this request.</p> <p>RESOLVED: To grant the request for this. It was also agreed that in consultation with the Clerk to the Council and the Archivists, future request from VCH would be granted.</p> <p>The Clerk agreed to pass on the thanks of members to the Archivists.</p>
136/17	<p><u>YOUTH SHELTER</u></p> <p>Members considered making an S106 application to Tendring District Council for a Youth Shelter, to be sited by the Skatepark on Wick Lane. Details of shelter designs (previously circulated) were perused by members. Cllr J Henderson outlined TDC's preferred design and confirmed that the location had also been discussed, and which is covered by CCTV. Cllr Calver asked Cllr Henderson if she was asking that HTC request TDC uses s106 money to install the shelter or is it HTC putting in an application for funding for us to install the shelter (i.e. commission the contractor, front fund it and claim the monies). Cllr Henderson confirmed the latter. Cllr Henderson said it would be ideal to have the shelter in place as soon as possible and that an extraordinary meeting might be required to consider the quotations.</p> <p>Cllr Struth asked about maintenance costs. Cllr Henderson said they're robust with no maintenance and a 15-year lifespan. It can be supplied in a galvanised finish rather than powder coated avoiding the need for repainting, however it may need to be insured. Cllr Morrison asked about planning and consents and Cllr Henderson said it's on TDC land.</p> <p>RESOLVED: That HTC will make an application for S106 monies and once confirmation is received that the monies have been secured, refer back to Full Council to consider the quotations and select a contractor.</p>

137/17	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <ul style="list-style-type: none"> • Cllr Fowler has received no correspondence from the HDCA regarding meeting dates, and that also the 2016 and 2017 AGMs have not been held as far as she's aware. She mentioned that the next HIP LALC meeting is expected to be held in March and the Harwich Conservation panel meetings were held as and when and there was nothing to report. • Cllr McLeod – Harwich Festival Committee have completed the programme for this year's festival and the bandstand in Cliff Park would be in full use throughout. • Cllr J Henderson attended a Teen Talk committee meeting. She reported that there's lots on their programme for this year as they've secured a bit of funding towards their activities. They're still struggling however, with their higher tier cases. They don't have the capacity to deal with them but the authorities that should be dealing with them just aren't.
138/17	<p><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></p> <p>Members received the Minutes of the Extraordinary Allotments Committee meeting held on 11th December 2017 (circulated separately).</p>
139/17	<p><u>MINUTES OF THE LAST ENVIRONMENT & COMMUNITY COMMITTEE MEETING</u></p> <p>Members received the Minutes of the Environment & Community Committee meeting held on 11th December 2017 (circulated separately). Cllr I Henderson said a speed survey had been carried out on Parkeston road and reported an average speed of 28mph. The road is heavily used but whilst it doesn't qualify for a signalled crossing, it does lend itself to a zebra crossing so this will be going forward via the LHP now they have the data.</p>
140/17	<p><u>MINUTES OF THE LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING</u></p> <p>Members received the Minutes of the Finance & General Purposes Committee meeting held on 4th January 2018 (circulated separately). Members considered the recommendation of the committee to insure the new skatepark for material damage. RESOLVED: to proceed with insuring the new skatepark for material damage.</p>
141/17	<p><u>ACCOUNTS</u></p> <p>RESOLVED: To accept the financial report and to approve accounts for payment as per the schedule (circulated separately).</p>
142/17	<p><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <ul style="list-style-type: none"> • Cllr Struth referred to dog fouling and some correspondence a resident had with TDC in relation to the lack of enforcement being carried out. Cllr Struth asked if we can write to TDC to raise concern. Cllr J Henderson said she'd tackled this issue a lot in the past with the district council and they favour educating people over issuing fines. She said they're reluctant to change their working practices. The only way forward is to get residents to write to Darren O'Neill and John Fox directly. Cllr Morrison asked if we can arrange for them both to come to HTC to discuss this issue, asking prior to the meeting for the job specification of the dog wardens so this can be referred to. The Clerk agreed to request their attendance at a future meeting. • Cllr McLeod raised concern that the lights were out at Cliff Park and thought they should be kept on. The matter has been reported.

143/17	<u>DATE OF NEXT MEETING</u> The next meeting of Harwich Town Council will be held on Wednesday 28th February 2018 at The Guildhall, Church Street, Harwich , at 7.00pm , or at the rise of the Town Planning Committee, whichever is the later.
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The Chairman closed the meeting at 9.06pm

CHAIRMAN

DATE