

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on **Tuesday 4<sup>th</sup> September 2018 at 7.10pm**

<b>Present:</b>	<b>Councillors Ashley, B Brown, J Brown, Calver, Fay, Fowler, I Henderson, J Henderson, McLeod, Morrison, F Powell, Smith, Todd and Urwin</b>
<b>In the Chair:</b>	<b>Councillor C Powell</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>6 members of the public, 0 member of the press and Rev. Rosie Tallwin</b>

<b>060/18</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllr Struth
<b>061/18</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>062/18</b>	<p><b><u>PUBLIC QUESTIONS</u></b></p> <p>Dr Rogers of East Central ward referred to tourism as being part of Harwich's economic future and asked the following questions:</p> <ol style="list-style-type: none"> <li>1. If it's likely that the sculpture intended for the 'blue' roundabout will be installed and if so, when?</li> <li>2. If there was any news on the new 'town square'?</li> <li>3. If there was any news on the when the land known as Gas House Creek would be put to use? He understands it's under lease from TDC but there's no progress in putting it to use.</li> <li>4. Can HTC exert any pressure to prevent the former Cliff Hotel becoming derelict since demolition seems to have stalled?</li> </ol> <p>Cllr I Henderson said that the roundabout project had taken much longer than first thought. As the project progressed, more money was required which was forthcoming but then once the plinth was in, that was ECC's responsibility over. He confirmed that TDC had agreed to take on the responsibility for completing the structure and it's expected to be finished this year.</p> <p>Regarding the town square, Cllr I Henderson confirmed that the money is put aside in the budget for improvements to the public realm to the tune of £1m, possibly more and designers have been commissioned. He did say that it's not just about a square, it's about improving the whole town and that in due course the public will be consulted because it's important for residents as well as tourists.</p> <p>Cllr I Henderson said he'd raised the issue of Gas House Creek a number of times. The lessee is paying but doing nothing with the land. He's asked that action is either enforced or the lease withdrawn and the land made proper use of, including much needed parking.</p>

	<p>Cllr Calver said he'll address the question regarding the Cliff Hotel later on in the agenda.</p> <p>Cllr McLeod had liaised with the agent for the Cliff Hotel and it's still being worked on but the back part of the hotel, there were some problems with, so it's in abeyance until such time as an interested party comes on board. It is currently being marketed for development though.</p>
<b>063/18</b>	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>The Mayor referred to recent engagements since the last meeting, which had been previously circulated to members. Cllr Todd, on behalf of the Mayor, attended an event at Bobbits Hole, the Rose Bank Park open day and the RNLI naming ceremony on Harwich Quay.</p>
<b>064/18</b>	<p><b><u>MINUTES OF LAST MEETING</u></b></p> <p><b>RESOLVED:</b> That the Minutes of the meeting of Harwich Town Council held on 17<sup>th</sup> July 2018 (circulated separately) were approved as a correct record.</p> <p><b>RESOLVED:</b> That the Minutes of the Extraordinary meeting of Harwich Town Council held on 7<sup>th</sup> August 2018 (circulated separately) were approved as a correct record.</p>
<b>065/18</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 044/18</b> – Members noted receipt of a holding letter from the PFCC in relation to a request for data on recruitment and availability of the second pump at Dovercourt.</li> <li>• <b>MIN 045/18</b> – Members noted receipt of a holding letter from the Association of Industrial Archaeology regarding a request to review the designation of the Grade II listed former Train Ferry Gantry. Members also noted receipt of a letter of support from the Essex Industrial Archaeology Group. GC would like to see the listing increased but stressed that HTC doesn't have the resources or expertise to undertake such an application and he thinks it would be better if the Essex Industrial Archaeology Group would undertake this task. High Steward, Chris Strachan, pointed out that around 10 years into the restoration of The Electric Palace Cinema, its grading was reviewed and upgraded from a Grade II to a Grade II* so there is very much a parallel with this.</li> </ul>
<b>066/18</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <p>None</p>
<b>067/18</b>	<p><b><u>PHOTOCOPIER</u></b></p> <p>Members considered a quotation for a replacement office photocopier and 5-year lease, which would create a saving on current costs.</p> <p><b>RESOLVED:</b> To agree to renew the existing contract with Digital Copier Systems for the office photocopier for 5 years.</p>
<b>068/18</b>	<p><b><u>HARWICH AND DOVERCOURT BAY VISITORS' GUIDE 2019/20</u></b></p> <p>Members discussed the merits of advertising in the visitors' guide. Cllr Morrison agreed that the council should be promoting what we do here in the Guildhall. Cllr McLeod agreed and Cllr I Henderson said he would support that. Cllr Calver proposed we take out a single page advert to be expended from the Economic Development budget.</p>

	<b>RESOLVED:</b> To take out a single page advert (wording to be agreed at a later date) at a maximum cost of £385 to be expended from the Economic Development budget.
<b>069/18</b>	<b><u>REVIEW OF STATEMENT OF GAMBLING POLICY</u></b> Members gave consideration to the draft Gambling Policy for 2019 and Cllr J Henderson suggested it was in line with current recommendations and proposed HTC accepts the draft, which included changes which are designed to meet with the objectives under the Gambling Act 2005. <b>RESOLVED:</b> To inform TDC that HTC accepts the draft policy.
<b>070/18</b>	<b><u>PUBLIC DEFIBRILLATOR TRAINING/FIRST AID COURSE</u></b> Members considered whether to fund the cost of putting on a day's free training session to enable members of the community to train in first aid and the use of a defibrillator machine. Cllr Calver proposed HTC seeks to arrange up to 3 sessions and leave to the Clerk's discretion as to how many sessions are taken based on the uptake. Cllr I Henderson referred to a national campaign to ensure all defibrillators were listed and well-known to the public. The Clerk confirmed that she would be liaising with the Fellowship of the Sick prior to arranging any sessions as they arrange for the public defibrillators to be installed throughout the parish. <b>RESOLVED:</b> To proceed with making the arrangements for up to 3 sessions, dependent upon take-up at a maximum cost of £400, to be expended from the Economic Development budget.
<b>071/18</b>	<b><u>MERCHANT NAVY DAY</u></b> Members considered whether to withdraw the civic church service from the Council's annual civic calendar since there was no longer a demand for it. Cllr Henderson clarified that this item is being considered in line with the wishes of the Merchant Navy Association (MNA). Cllr Powell asked whether a wreath could be purchased for laying at the MNA Memorial from 2019 onwards. The Clerk advised that this is considered at the next Full Council meeting, since it incurred a cost to the Council. <b>RESOLVED:</b> To remove from the civic calendar.
<b>072/18</b>	<b><u>HIGH STEWARD WREATH LAYING</u></b> Members considered a request from the current High Steward for permission to lay wreaths at the 4 outside war memorials for Remembrance Day. The cost of which would be borne by the High Steward. Cllr McLeod feels this would be a nice idea. Cllr Calver feel it would be highly appropriate to do so since there are only 23 locations in the UK who have the right and honour to have a High Steward. <b>RESOLVED:</b> To grant the request.
<b>073/18</b>	<b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></b> <ul style="list-style-type: none"> <li>• Cllr Fowler said the Harwich Conservation Panel meets as and when and there was nothing to report; the Harwich &amp; District Community Association has sent no correspondence or meeting dates; the next Haltermann Carless meeting is to be held on 15<sup>th</sup> November.</li> </ul> Usually there is a September meeting of the HIPLALC and confirmed that this is hoping to be arranged for the end of September or beginning of October. <ul style="list-style-type: none"> <li>• Cllr McLeod confirmed the Harwich Festival Committee is working hard on next year's programme and hoped that HTC could offer their thanks.</li> <li>• Cllr J Henderson attended a Teen Talk committee meeting and reported that they're still struggling with having to pick up the slack from the higher tier services which are experiencing lengthy referral times. She reported that two</li> </ul>

	<p>trustees had recently stood down so there are vacancies and asked for this to be promoted.</p> <ul style="list-style-type: none"> <li>• Cllr C Powell confirmed that the Harwich Mayflower Project had changed their name to the Harwich Mayflower Heritage Project and are looking to extend the lease to enable funding to be sourced, which is being supported by Bernard Jenkins MP.</li> </ul>
<b>074/18</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 2018 (circulated separately).</p>
<b>075/18</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>076/18</b>	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted receipt of a letter regarding the future of the MV Funchal, which had been previously circulated. Members agreed that a project of this scale wouldn't be feasible by the town council nor did HTC have any jurisdiction over Harwich quay. It was suggested the writer contacts Harwich Haven Authority, Harwich International Port and Mann Lines Ltd and for the Clerk to provide the necessary contact details.</li> <li>• Cllr McLeod gave an update on the new hub and said it will be up and running within a few weeks and would be a real asset to the town.</li> <li>• Cllr Calver asked members would agree for HTC to ask CVST to attend a future meeting to give a presentation on what services they will be providing and how they will be assisting the community, as he felt this would help promote their services.</li> <li>• Cllr Calver referred back to the earlier public question by Dr Rogers in relation to the Cliff Hotel and he feels we need to address the issue of the actual demolition to prevent the site becoming an eyesore and asked permission to write to Ian Davidson, Chief Executive of Tendring District Council, asking that in the run up to Mayflower 2020, Tendring District Council take all possible steps to ensure the demolition of the former hotel is at least completed without any delay. Furthermore, in taking the residents into consideration, he suggested we ask that the entire site be brought to a tidy condition and then satisfactorily screened as a minimum requirement. Cllr Calver stressed he wasn't suggesting the existing structure is in a dangerous state and doesn't believe the council has been lied to about the intentions for the building.</li> </ul>
<b>077/18</b>	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Wednesday 17<sup>th</sup> October 2018</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>078/18</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 (Admissions 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>Parlour Windows</b></li> </ul>

The Chairman closed the public part of the meeting at 8.05pm

**CHAIRMAN**

**DATE**