

## MINUTES

**of the Meeting of HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
**on Tuesday 3<sup>rd</sup> September 2019 at 7.13PM**

<b>Present:</b>	<b>Councillors Chant, Calver, Davidson, Fay, Ferguson, Fowler, I Henderson, J Henderson, McLeod, C Powell, Richardson, Saunders, D Smith and G Smith</b>
<b>In the Chair:</b>	<b>Councillor Todd</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>2 members of the public, 1 member of the press, the Rev. Canon Margaret Shaw and guest speakers from Rethink Essex Advocacy</b>

Prayers were said prior to commencement of the meeting.

<b>050/19</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllr Morrison
<b>051/19</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>052/19</b>	<b><u>PUBLIC QUESTIONS</u></b> None
<b>053/19</b>	<b><u>RETHINK ESSEX ADVOCACY</u></b> Zoe Carter introduced herself and spoke about the service which is offered across Essex to varying age groups. They work in 7 genres under various different bits of legislation. What they wish to achieve is to grow their generic services – which are for all sorts of people for varying reasons. They want to reach out to wider communities and reach more vulnerable people in need. In their 1 <sup>st</sup> quarter they dealt with 757 cases, Q2 – 699, Q3 829 and Q4 – 752. Georgeta said they are focusing on community advocacy and said she covers all of Essex and explained her role which was to communicate with all sorts of organisations. She wants to form support groups, amongst people with mental health disabilities or single parents with depression etc. She's trying to work with CVST to bring people together and see what support they can jointly offer. She wants to organise an awareness session to let people know what they do and try to form support groups, which will be led by a trained facilitator. She's referred to some leaflets which she has left for members to peruse. Cllr Fowler asked about the awareness session and whether it will be aimed at service users or volunteers. It was confirmed it would be service users.

	<p>Cllr I Henderson asked how they were funded and the age range that they're working with. Zoe confirmed they're funded by Essex County Council primarily but do generate some income themselves through some of the other work they do. The age range they work with is 0-older adult. There are caveats to that, they need to fall under certain legislation or advocacy groups to utilise the service.</p> <p>He added that Harwich is lacking in support for families facing eviction who can't get help until the last minute. He felt advocacy would help in the stages that lead up to that. Zoe said housing isn't within their remit and there are agencies out there to address those issues and they can't duplicate that support. She said they can link up with it and help people to have a voice. They don't have decision-making powers but they do signpost people to the appropriate authorities or support systems.</p> <p>Cllr Davidson asked if their service is extended to those on the streets. Zoe said they wouldn't turn them away but they don't often contact them.</p> <p>The Chairman thanked Georgeta and Zoe for their attendance.</p>
<b>054/19</b>	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>The Mayor referred to recent engagements attended since the last meeting, which were previously circulated to members. He referred to the lunch at the Captain's Table at Don Thompson House, which was a real highlight.</p>
<b>055/19</b>	<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 16<sup>th</sup> July 2019 (circulated separately) were approved as a correct record.</p>
<b>056/19</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <p>None</p>
<b>057/19</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 145/18</b> – To confirm that a consultation report is expected by mid-September.</li> </ul>
<b>058/19</b>	<p><b><u>REQUEST FOR FREE USE OF THE COUNCIL CHAMBER</u></b></p> <p>Council considered a request from Rethink Essex Advocacy for free use of the Council Chamber on a single occasion for the purposes of hosting an awareness day.</p> <p>Members discussed the appropriateness of holding the event at the Guildhall and whether it was the right venue; the clerk agreed to ask for a risk assessment to be carried out.</p> <p><b>RESOLVED:</b> To approve free use on a date to be agreed with the Clerk.</p>
<b>059/19</b>	<p><b><u>HARWICH TOWN COUNCIL CONSTITUTION</u></b></p> <p><b>RESOLVED:</b> To adopt the constitution for Harwich Town Council. Cllr Calver thanked the team for their hard work in complying with the various regulations.</p>
<b>060/19</b>	<p><b><u>VOLUNTEER POLICY</u></b></p> <p><b>RESOLVED:</b> To adopt the policy for Harwich Town Council.</p>
<b>061/19</b>	<p><b><u>DOVERCOURT FIRE STATION</u></b></p> <p>Cllr I Henderson gave an update to members on the recruitment drive in light of the Integrated Risk Management Plan 2020. He mentioned that the original plan was formed in 2016 and HTC has made its concerns known at all levels including to the now PFCC because the information received on the second pump suggested its availability was often limited to the extent that it</p>

	<p>couldn't go on the run. HTC had previously asked for assurances that the PFCC wouldn't implement the new scheme until there were sufficient numbers of on-call firefighters and more reliability on the second pump. Since receiving a letter from the PFCC giving those assurances, Cllr Henderson has received statistics on the availability of the second pump and quoted: 80% in January, 73% in February; 77% in March; 66% in April; 35% in May; 73% Jun; 80% in Jul and 63% in August. He stressed that we need the PFCC to honour his commitment to us that until there is regular turnout of the second pump and sufficient on-call firefighters are recruited, he doesn't do anything in March which would leave the residents in our town without adequate cover; and we should reiterate our demand for whole time firefighters to remain at Dovercourt fire station. Cllr Henderson said many of the new recruits are also unlikely to be sufficiently trained by March 2020. He said there shouldn't be any changes until the system is working properly and safely.</p> <p>Cllr G Smith asked if the PFCC could be invited back to HTC again to hear the council's continued concerns. Cllr Henderson encouraged members to attend the forthcoming public meeting which is being held with the PFCC later in September.</p> <p><b>RESOLVED:</b> To write to Roger Hirst, PFCC, and ask him to honour his assurances and to invite him to attend another meeting with Council.</p>
062/19	<p><b><u>TENDRING DISTRICT COUNCIL WASTE COLLECTION</u></b></p> <p>Cllr C Powell brought to the attention of members the growing concerns of residents following the implementation of the new refuse collection arrangements. He referred to a few incidences. He believes that councillors are coming under fire about the changes and that HTC should offer support to our district councillors, who are trying to get the issues resolved at district level. He stated that many were not happy with the new arrangements.</p> <p>Cllr Fowler said the roll out of the new service has affected the entire district. The anger and distress and upset of residents is well known along with concerns over potential build-up of waste and fly-tipping, as well as ongoing environmental issues.</p> <p>A number of members relayed their various concerns as raised by residents and all agreed that the standards had dropped considerably in recent weeks and felt these concerns should be forwarded to Cllr Talbot at the district council.</p> <p>Cllr I Henderson said we've seen a deterioration of services throughout the district in all manner of areas. Many of the complainants pay council tax and expect a basic service.</p> <p><b>RESOLVED:</b> To write a letter to Cllr Talbot cc: to Jonathan Hamlet expressing our concerns.</p>
062/19	<p><b><u>WOOD TREATMENT WORKS IN THE MAYOR'S PARLOUR</u></b></p> <p>Members considered a report and recommendations in relation to wood treatment following a recent site visit at the Guildhall. The Clerk confirmed that these works would be necessary to complete the already-committed replacement windows project in the Mayor's Parlour.</p> <p><b>RESOLVED:</b> To instruct Hyltreat to carry out treatment as recommended at a cost of £260 to be expended from the Guildhall Improvements EMR.</p>
063/19	<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 Fowler said she's been unable to offer any reports for a number of years from the HDCA as she's not been invited to attend any, and the HCP only meet as and when, she wondered if the clerk could write to these organisations and check whether they still require representation from HTC. The clerk agreed and asked all members to inform her if they would like her to write to their respective organisations too.</li> <li>• Cllr McLeod said he would mention the concerns over the new wasted collection at the next TDALC meeting, and see what they're experiencing and how they're handling it.</li> <li>• Cllr Powell said the tourism brochure will be published in October and distributed to the shops and retail outlets. Cllr I Henderson said that around the date of the Illuminate festival (29<sup>th</sup> and 30<sup>th</sup> November), it'll be a spectacular event and urged members to make themselves available. Cllr Henderson said it'll be more of a carnival feel this year and the civic side may not be required.</li> </ul>
064/19	<p><b><u>MINUTES OF THE LAST ALLOTMENT COMMITTEE MEETING</u></b> Members received the Minutes and Confidential Minutes of the Allotment Committee meeting held on 23<sup>rd</sup> July 2019 (circulated separately).</p>
065/19	<p><b><u>ACCOUNTS</u></b> <b>RESOLVED:</b> To accept the financial update and to approve accounts for payment as per the schedule (circulated separately). Cllr Fowler expressed her thanks to the clerk for a wonderful job.</p>
066/19	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted reports by PCSO Amy Robinson. Cllr I Henderson reported to members following a meeting between him, Cllr Alan Todd, the clerk, Acting Chief Insp. Deex and Leanne Thornton of the Community Safety Partnership on 16<sup>th</sup> August. Cllr Todd reported how impressed he was by the expanse of area covered by the PCSO and feels she's doing a great job.</li> </ul> <p>Cllr I Henderson said there was a mention of Harwich bucking the trend on crime with a slight reduction on the same period last year. He said there's the new town centre policing team, which is targeting activity in that particular area. He felt it was working well and we're getting value for money. She's covering the hotspots we've requested and it was reiterated to cover the skate park. The clerk said it helped having a direct route to raise concerns. Cllr Ferguson suggested we send a letter of appreciation to our PCSO for the great work and offer our support for her efforts.</p> <ul style="list-style-type: none"> <li>• Cllr Fowler referred to recent discussion about councillor induction training. A date will be agreed between the clerk and the Chairman and circulated to members in due course. Cllr Fowler also mentioned that arrangements were being made to secure Code of Conduct training for members from the district council's Monitoring Officer and a date will be advise in due course.</li> </ul>
067/19	<p><b><u>DATE OF NEXT MEETING</u></b> The next meeting of Harwich Town Council will be held on <b>Tuesday 15<sup>th</sup> October 2019</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>
068/19	<p><b><u>EXCLUSION OF PUBLIC AND PRESS</u></b> <b>RESOLVED:</b> 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-mention business:</p>

	• Estates Supervisor
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The Chairman closed the public part of the meeting at 8.59pm

**CHAIRMAN**

**DATE**