

**HARWICH TOWN COUNCIL**  
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**MINUTES of the Meeting of the ENVIRONMENT & COMMUNITY COMMITTEE**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on  
**Tuesday 17<sup>th</sup> September 2019 at 7pm**

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| <b>Present:</b>      | Councillors Fay, Davidson, Ferguson, McLeod, C Powell, Saunders, D Smith and Todd               |
| <b>In the Chair:</b> | Councillor M Fowler   |
| <b>Clerk:</b>        | Mrs Michelle Townsend   |
| <b>Also present:</b> | Horticultural Adviser – Cheryl Thompson<br>One member of the public and no members of the press |

**PUBLIC QUESTION TIME:**

Cheryl Thompson asked members to confirm how many bags of salt are currently stored at the Mayflower Heritage Centre as part of the Winter Salt Bag Scheme. The Clerk confirmed that there were 3 pallets of salt, with a further 2 pallets due to be delivered within the next month.

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| <b>E17/19</b> | <b><u>APOLOGIES FOR ABSENCE</u></b><br>Apologies received from;<br>Councillor Ivan Henderson  |
| <b>E18/19</b> | <b><u>DECLARATIONS OF MEMBERS INTERESTS</u></b><br>Cllr S Fay – in relation to item 11 - resident of Williamsburg Ave   |
| <b>E19/19</b> | <b><u>MINUTES OF THE LAST MEETING</u></b><br><b>RESOLVED</b> that the minutes of the Environment & Community meeting held on 27 <sup>th</sup> June 2019 (previously circulated) be approved by the committee and signed by the Chairman as a true record.   |
| <b>E20/19</b> | <b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b><br><b>E11/19 – Winter Salt Bag Scheme</b> – An application has been sent to Essex Highways and the Mayflower Heritage Centre is awaiting delivery of 2 pallets of salt. Flyers have been designed and will be distributed to the traders in the High Street October/November.<br><b>E15/19 – Member Footway Programme 2019</b> – Clerk has submitted the suggested 5 footways defects to Essex Highways. |
| <b>E21/19</b> | <b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b><br><b>E21/18</b> - Tree planting has been deferred until Autumn 2020<br><b>E14/19 – Untidy Sites in the Conservation Area and Illuminate Route for 2020</b> – No update received and members agreed to remove this topic from future agendas until further information is provided.   |

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| E22/19 | <p><b><u>HORTICULTURAL REPORT</u></b></p> <p>The report provided by Cheryl Thompson confirmed the following:</p> <p><b>Putting Green</b> - No action has been taken yet regarding protection for the small hedging. People are still walking through the gap and the hedging is just about surviving. Cllr C Powell agreed to chase TDC again.</p> <p><b>Hanging baskets</b> - These have not been successful this year. The watering and feeding was done according to the contract with the same routines of watering and feeding as last year so possibly the wrong type of plants were used. Cheryl suggested that planters should be considered instead of hanging baskets. Members were concerned that planters may block pathways and be open to vandalism.</p> <p><b>RESOLVED:</b> Clerk to write to the organisers of Harwich in Bloom (Harwich Society) and ask for feedback on this years' planting.</p> <p><b>Harwich Society Gardening Club</b> - In time for the Secret Gardens weekend, the Harwich Society Gardening Group cleared the weeds from the small plots along Kings Quay Street and the piece of ground which was the site of the Royal flats - just opposite the Old Bank. The areas under the trees by the Old Lifeboat Shed were cleared and the rose beds on St Helen's Green were weeded. These areas will continue to need very regular attention in order to keep them looking good. Cheryl felt that the TDC horticultural team do not have enough time for clearing and watering and with the Mayflower 2020 celebrations in mind, members were asked to consider employing a temporary gardener. The Chairman made members aware of the response from Michael Talbot following a question tabled at a recent TDC council meeting. The TDC portfolio holder for environment advised that TDC are well aware of the special circumstances around Harwich towards the end of this year and throughout 2020. Plans, which include additional financial resources as well as additional staff are currently being finalised to ensure the public realm in Harwich not only matches the quality of previous years, but is improved and enhanced to show Harwich at its very best to the many visitors anticipated in 2020.</p> <p><b>RESOLVED:</b> Clerk to write to Michael Talbot and ask for further details of the design and locations of the planned planting for 2020.</p> |
| E23/19 | <p><b><u>FLOOD MEMORIAL GARDEN</u></b></p> <p>On behalf of the working party, Cheryl Thompson presented the following improvement ideas to the committee for consideration and requested permission to advance the project.</p> <p><b>Rationale:</b> The current site requires maintenance for grass, a raised bed and weeding around the edges. It provides scant information about the impact of the 1953 flood on the area and its community. It is not an inviting place to visit.</p> <p><b>The proposal:</b> To have an area accessible to all that will inform, educate and commemorate. To provide an attractive area to encourage visitors and the community to visit. To create an attractive area which requires very little maintenance.</p> <p><b>The Project:</b> Remove the raised bed – sleepers, soil and plants. Replace all the grass with setts (about brick size) and have setts to show 1953 along the road edge. Once complete, no maintenance is required. On two edges, large pebbles concreted in to provide a clear edge. No maintenance is required. Within the fixed pebbles, five spaces for sea holly to grow. Sea holly is the plant growing on Harwich beach by the Treadwheel Crane. Little maintenance is required for these plants. They can withstand drought. Two benches, maintenance free. Information boards in the style used by the Harwich Society on the low red brick wall at the back of the site. The Harwich Society have offered to provide a wide range of resources to fill these boards. Once complete, little maintenance is required – cleaning/dusting/washing twice per year. A community designed and painted mural depicting the flood, on the wall of the end house in Angel Gate, subject to ownership/permission. A listening post to be located</p>  |

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|        | <p>close to the benches.</p> <p><b>Points to note:</b> Written permission is required from TDC to install benches, information boards and requirements for the drainage of the site – Ian Taylor to be approached by councillors.</p> <p>Written permission to be sought to paint the mural, from the the owners of the end property in Angel Gate.</p> <p>For the official opening of the memorial site, identify and invite those people who were involved in the rescue operations and clearance and also, those people rehoused in caravans on Harwich Green.</p> <p><b>On-going costs:</b></p> <ul style="list-style-type: none"> <li>•Insurance for benches and informaiton boards</li> <li>•Sprucing up a mural every three years if needed</li> <li>•Pruning sea holly once per year if needed</li> </ul> <p><b>Funding:</b> This project may be eligible for small grants from the Heritage Lottery Fund.</p> <p>Clerk advised that set up and on-going costs will need to be provided in time for the next E&amp;C committee as budget setting will take place in December.</p> <p>Cllr Ferguson has had a meeting with Ian Taylor, TDC, who was very interested in the project and keen to work with HTC to upgrade the area.</p> <p><b>RESOLVED:</b> Committee gave approval for the working party to proceed with gathering costs and gaining relevant approvals/permissions.</p> <p><b>FURTHER RESOLVED:</b> Cllr Ferguson to be the lead member for the working party.</p> |
| E24/19 | <p><b><u>THERE BUT NOT THERE</u></b></p> <p>Members considered the Estate Supervisor’s report.</p> <p><b>RESOLVED:</b> To reinstate the second Tommie back in its original position by the Maritime Museum, with the additional support brackets.</p>   |
| E25/19 | <p><b><u>DOG FOULING</u></b></p> <p>Members discussed the unacceptable increase in incidences of dog fouling in the area. The committee reviewed Michael Talbot’s (TDC) response to a question tabled at a TDC council meeting, which asked for details of how many fixed penalty notices for dog fouling, were issued in 2019 across the entire Tendring district.</p> <p>Members noted that there are just 2 dog wardens to cover the Tendring district and realise the impact this has on resources. The committee believe however, that dog fouling has reached an unacceptable level within Harwich and Dovercourt.</p> <p>The majority of the committee expressed the view that should the old byelaws regarding dog fouling be replaced with a new public space protection order, Harwich Town Council should not consider accepting responsibility to monitor and issue FPN tickets for dog fouling offences.</p> <p><b>RESOLVED:</b> Clerk to write a letter to Michael Talbot to ask the following:</p> <ul style="list-style-type: none"> <li>•Request additional staff to be considered as staffing levels are inadequate for the workload</li> <li>•What duties within the dog warden’s job description take priority?</li> <li>•Why have no fines been issued in the parish of Harwich and Dovercourt?</li> </ul>   |
| E26/19 | <p><b><u>LOW ROAD – 30MPH STICKERS</u></b></p> <p>The Clerk highlighted possible issues with the sighting of the stickers on the TDC wheelie bins which have now been distributed.</p> <p><b>RESOLVED:</b> To proceed with purchasing 30mph stickers as agreed at the previous E&amp;C meeting, which are to be placed on either side of the bin.</p>   |

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| E27/19 | <p><b><u>LOCAL HIGHWAYS PANEL</u></b></p> <p>The following update was provided by Cllr I Henderson;</p> <ul style="list-style-type: none"> <li>•<b>Blue Roundabout</b> – Completed.</li> <li>•<b>Williamsburg Avenue – No Through Road Signage</b> – Fully approved.</li> <li>•<b>Wellington Road – Change of Priority</b> – Fully approved, awaiting commencement of work.</li> <li>•<b>20's Plenty Signage by Local Schools</b> – <ul style="list-style-type: none"> <li>Chase Lane School – no further action as the school does not front the carriageway.</li> <li>H&amp;D High School – validation suggested to proceed with design and implementation of signage.</li> <li>Harwich Community Primary School – validation suggested to proceed with design and implementation of signage.</li> <li>Spring Meadow School – No further action as the school does not front the carriageway.</li> <li>St Joseph School – Speed volume survey required to assess suitability.</li> <li>Mayflower Primary School – validation has recommended not to proceed with request due to parked cars blocking visibility of signage.</li> </ul> </li> <li>•<b>Parkeston Road - Installation of Zebra Crossing</b> – Feasibility study has recommended to proceed to design and legal advertising. The £9500 cost for this has been approved by the panel.</li> <li>•<b>Low Road Speed Survey</b> – The panel have agreed to review this request again.</li> <li>•<b>Speeding Lorries and High Pedestrian Traffic St Nicholas Roundabout</b> – Ongoing investigation.</li> </ul> |
| E28/19 | <p><b><u>EMERGENCY PLANNING</u></b></p> <p>The Clerk provided an update following the latest test.</p> <p><b>RESOLVED:</b> Town Clerk to become the main emergency co-ordinator and will report to the Mayor and Deputy Mayor.</p>   |
| E29/19 | <p><b><u>MATTERS RECEIVED IN THE POST OR ITEMS RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>•Cllr Fay made members aware that he had received confirmation from Ian Davidson advising that the Hangings footpath between Shaftsbury Avenue and King Georges Avenue is due to be resurfaced. Work to start the first week of October.</li> </ul>  |
| E30/19 | <p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of the Environment &amp; Community Committee is at <b>7pm</b>, on <b>Tuesday 3<sup>rd</sup> December 2019</b>, at the <b>Guildhall, Church Street, Harwich, CO12 3DS</b></p>   |

The Chairman closed the meeting at 9.00pm

**CHAIRMAN**

**DATE**