

**HARWICH TOWN COUNCIL**  
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## MINUTES

of the Meeting of HARWICH TOWN COUNCIL  
 held at  
**The Guildhall, Church Street, Harwich**  
 on Tuesday 25<sup>th</sup> February 2020 at 7.10PM

<b>Present:</b>	<b>Councillors Calver, Chant, Davidson, Fay, Ferguson, Fowler, I Henderson, J Henderson, McLeod, Morrison, 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>3 members of the public, 1 member of the press, the Rev. Canon Margaret Shaw, The High Steward and guest speaker Nigel Spencer.</b>

Prayers were said prior to the commencement of the meeting

<b>124/19</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> None
<b>125/19</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> Cllr Calver and Fowler declared a personal interest in the item regarding the town centre wall mural as trustees of the Harwich Society.
<b>126/19</b>	<b><u>PUBLIC QUESTIONS</u></b> A resident asked how councillors make sure they're getting good value for the money being spent on the PCSO since there's been a lot of anti-social behaviour of late with, seemingly, little done about it.  Cllr I Henderson said the amount HTC contributes is not going to cover all the resources needed to deal with all crimes in the town but the periodic reports received from the PCSO are evidence that they're working hard. He referred to a couple of initiatives they've worked on and added that HTC is also able to request areas are patrolled if they're identified as hot spots.  The resident also asked how many councillors had looked at Esplanade Hall lately. She said it's had a facelift and looks great with a lot of volunteers having done a great job.
	<b><u>MAYFLOWER MEDICAL CENTRE PPG PRESENTATION</u></b> The presentation has been deferred to a future meeting.
<b>127/19</b>	<b><u>ELECTRIC PALACE REFURBISHMENT</u></b> Chris Strachan briefed members on the project to refurbish the Electric Palace. He said good progress has been made and the roof is almost

	<p>completely finished, which was the initial trigger for the project. The tidy up is possibly going to take another two months. He'd like to offer members another hard hat tour, which has been scheduled for 26<sup>th</sup> March at 2pm when the architect will give a talk.</p>
128/19	<p><b><u>KINDERTRANSPORT PRESENTATION</u></b>  Nigel Spencer (NS), vice-chairman and project founder of the Harwich Kindertransport group, briefed members on the developments for the current preparations to commission a commemorative statue within Harwich. He referred to 2016, when Peter Hedderley and he arranged an event which saw the arrival of a special train from London with kinder and their relations, dignitaries and ambassadors, and Nigel arranged the reception at Harwich International Port. It was a successful event, which was assisted with the help of the Harwich Society. Subsequently, he felt that Harwich had very little to commemorate the Kindertransport so he's gathered a group of people together who had shown an interest and for the last two years they've been planning to see what can be achieved for Harwich and Dovercourt to remember the kinder. In 2019 the group prepared to launch the Kindertransport project. He confirmed the membership of the group (Project chairman, a Cambridge academic and Kindertransport specialist, Michael Levy). The group visited the AJR to meet Sir Eric Reich and chairman of AJR to discuss. Firstly, they considered the possibility of having a Meisler statue but these are estimated at £500k. Secondly, they looked at designing their own memorial. A prospective sculptor is considering some designs, and this may be more in the region of £160k. HTC and Harwich are key to this project and in considering a site for the statue, NS asked if HTC would support the use of the Mayor's Garden. It's a big enough area and beautiful and accessible. He believes this would be ideal.</p> <p>Cllr Morrison recalled the event in 2016 and said it was a very humbling day.</p> <p>NS added that phase 2 would be to create an education centre for Kindertransport and holocaust studies. He said that some measures were already in place, pending a venue and financing.</p> <p>Cllr Calver referred to the bench and memorial plaque he commissioned in 2011 and notes the amount of interest in it as well as the growing importance with the Jewish community. He said his original intention was to recognise the historical significance of Harwich.</p> <p>In 2009, Cllr Fowler had the pleasure of meeting many of the kinder when she attended an event in her photographer capacity.</p> <p>Cllr Powell recalled meeting kinder a few years back at HIP and agrees that Harwich should be taking part in the efforts.</p> <p>Cllr Ferguson felt an education centre which not only looks at the past but also the future, would be fantastic.</p> <p>The chairman thanked Nigel Spencer for his presentation.</p>
129/19	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b>  The Mayor referred to recent engagements attended since the last meeting, which were previously circulated to members. He referred to the opening of the Yellow Brick Road nursery which he really enjoyed.</p>
130/19	<p><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 7 <sup>th</sup> January 2020 (circulated separately) were approved as a correct record.
131/19	<b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b> None
132/19	<b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b> None
133/19	<b><u>MAYORAL GUIDANCE INFORMATION DOCUMENT</u></b> Cllr Calver briefed members of the efforts of the designated Working Party in putting together the proposed guidance document. He said the only variation on the remit was to circulate to all members for consideration as part of the guidance referred to their responsibilities.  Cllr Morrison thanked Cllr Calver for his chairing of the Working Party and Cllr Fowler thanked the Working Party for their hard work.  <b>RESOLVED:</b> To adopt the guidance document for Harwich Town Council and disband the Working Party.
134/19	<b><u>COUNCIL INSURANCE</u></b> The Clerk briefed members on the quotations sought for the council's insurance for 2020/21 and the benefits of entering into a long-term agreement. She mentioned that three companies were approached but only two could provide a quote. She confirmed that all statutory elements were included. The clerk made a recommendation to members based on customer relationship, customer service and value for money.  <b>RESOLVED:</b> To renew the council insurance with Zurich Municipal and enter into a new long-term agreement until March 2023.
135/19	<b><u>SEASONAL LIGHTING DISPLAYS 2020</u></b> Members considered the quotation for continuation of services for the installation, removal and storage of council-owned seasonal displays for the 2020/21. <b>RESOLVED:</b> To accept quotation and continue with services from LITE at a cost of £3579 to be expended from the Christmas lights budget. <b>FURTHER RESOLVED:</b> To ensure the lights are installed, checked and working in good time for 2020 Illuminate Festival on 27 <sup>th</sup> /28 <sup>th</sup> November, and taken down after the 12 <sup>th</sup> night (from 6 <sup>th</sup> January 2021).
136/19	<b><u>HOT DRINKS DISPENSER</u></b> Members considered the replacement of the council hot drinks dispenser, which had developed a fault, which was outside of the maintenance agreement. The clerk confirmed that the current contract didn't expire until later on this year, but that HTC could take delivery of a new model with a one-off fee of £99 and a weekly increase of 75p with no continued liability under the current agreement. <b>RESOLVED:</b> To arrange for the replacement of the dispenser and sever the existing contract and enter into a new 5-year agreement at £5.70 p/wk to be expended from the Administration budget.
137/19	<b><u>EXHIBITION DISPLAY MATERIALS – MAYFLOWER 400</u></b> Members considered a request to release HTC archived materials for exhibition purposes within the town. Cllr Calver briefed members on the plans to put Augmented Reality into Christopher Jones house as part of the Mayflower 400 celebrations.

	<p><b>RESOLVED:</b> To grant the request at the discretion of the clerk in consultation with the chairman of F&amp;GP and the honorary archivists.</p>
138/19	<p><b><u>TOWN CENTRE WALL MURAL</u></b></p> <p>Members considered a request for HTC to become a financial partner in the project to create a new seaside related mural on the wall of Superdrug. Cllr Powell felt 2020 was an ideal time to refurbish the wall however Cllr Ferguson wondered if something other than a painted mural would be more resistant to the weather to avoid it deteriorating within just a couple of years. The clerk confirmed that the design had already been approved by the building owners.</p> <p><b>RESOLVED:</b> To grant the request and offer funding to the value of £1000 to be expended from the Economic Development budget.</p>
139/19	<p><b><u>UTILITIES CONTRACTS</u></b></p> <p>The clerk made recommendations in relation to the following utility contracts, which would be ending on 31<sup>st</sup> March.</p> <ul style="list-style-type: none"> <li>• Guildhall Gas • Archive Suite Electricity • Hill School Electricity</li> </ul> <p><b>RESOLVED:</b> To renew on the following basis:</p> <ul style="list-style-type: none"> <li>• Guildhall Gas – To remain with current supplier (CNG) and renew on a 3-year tariff</li> <li>• Archive Suite Electricity – To move to new supplier (BG) and enter into a 4-year tariff</li> <li>• Hill School Electricity - To move to new supplier (BG) and enter into a 4-year tariff.</li> </ul>
140/19	<p><b><u>ANNUAL SKATEPARK FESTIVAL</u></b></p> <p>Members discussed the provisions for a skatepark festival in 2020.</p> <p><b>RESOLVED:</b> To appoint Cllr J Henderson as lead member, assisted by Cllr I Henderson, with the date to be delegated to the clerk in consultation with the lead member.</p>
141/19	<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 Powell reported that in conjunction with Mayflower 400, the Tourism group was involved in the Octopus project where Octopuses will be placed throughout Essex during July to create an interactive activity and which is hoped will raise a lot of funds for charity. There'll be a number placed in Harwich as well as at Liverpool Street Station and possibly Leiden.</li> <li>• Cllr I Henderson reported on the de-brief following the 2019 Illuminate Festival, which was a commercial success for local businesses. For 2020, Sparks have been booked for both days of the festival, along with the twilight flights. He mentioned that the tourism leaflets were being distributed and which include the Mayflower trail, which will be interactive. They're also looking to renew the public poster maps to incorporate the new design. There is also a scheme encouraging businesses in the town to take advantage of grants available to spruce up their frontage. He said everything was on track for 2020 including the micro-surfacing in Church Street, which is scheduled for April.</li> <li>• Cllr McLeod has attended the Older People's Forums and reported on the issue of loneliness and those living alone. He informed members there are many organisations to assist with addressing social isolation and urged members to promote these various services.</li> </ul>

142/19	<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).</p>
143/19	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted the latest report by PCSO Amy Robinson. Cllr G Smith noted that on social media recently there was a lot of discussion about youngsters doing wheelies and referred to a particular incident around Milton Road car park. Cllr Davidson said he'd witnessed this happening over the Phoenix bridge by McDonalds also. Cllr I Henderson referred to the public question about value for money for policing and said it was evident that a good investment has been made. Cllr J Henderson said that school holidays are of particular concern and the PCSO could be asked to bare this in mind for Easter. Cllr Ferguson also mentioned that both the Chief Inspector and Insp. Deex tweet about the activities of their officers which might be useful if members of the public ask, as they can be referred to Twitter or Facebook.</li> <li>• Members acknowledged receipt of a letter from a resident of Colchester following a visit to Harwich, which was read aloud by the clerk. Members agreed that a letter of reply from the Mayor would be appropriate as would a request for the parents/carers to forward on a letter of HTC's appreciation to the child's school.</li> </ul>
144/19	<p><b><u>DATE OF NEXT MEETING</u></b>  The next meeting of Harwich Town Council will be held on <b>Wednesday 8<sup>th</sup> April 2020 at The Guildhall, Church Street, Harwich, at 7.00pm</b>, or at the rise of the Town Planning Committee, whichever is the later.</p>
145/19	<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> <ul style="list-style-type: none"> <li>• <b>Draft Funding Strategy for Essex Pension Fund</b></li> </ul>

The Chairman closed the public part of the meeting at 8.47pm

**CHAIRMAN**

**DATE**