

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held  
**Remotely**  
 on **Tuesday 1<sup>st</sup> September 2020 at 7.00pm**

<b>Present:</b>	<b>Councillors Calver, Chant, Fay, Ferguson, Fowler, I Henderson, J Henderson, McLeod, Morrison, Powell, Richardson, Saunders and G Smith</b>
<b>In the Chair:</b>	<b>Councillor A Todd</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>0 members of the public, 0 members of the press</b>

<b>030/20</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Davidson and D Smith
<b>031/20</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>032/20</b>	<b><u>PUBLIC QUESTIONS</u></b> None
<b>033/20</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> The Mayor referred to recent engagements attended since the last meeting, which were previously circulated to members.
<b>034/20</b>	<b><u>MINUTES OF LAST MEETING</u></b> <b>RESOLVED:</b> That the Minutes of the meeting of Harwich Town Council held on 15 <sup>th</sup> July 2020 (circulated separately) were approved as a correct record.
<b>035/20</b>	<b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b> <ul style="list-style-type: none"> <li>• <b>MIN 14/20</b> – Members received confirmation of the commencement of Administrator position from 1<sup>st</sup> August 2020</li> <li>• <b>MIN 24/20</b> – Members received confirmation that following the public consultation, the Tollgate post office will be moving to its new premises, within Oakley Pharmacy. The date of the move is yet to be confirmed. As TDC ward councillor, Cllr Morrison has since made further pleas to the Post Office to reconsider their decision and Cllr McLeod asked Council if they would support a review of the decision. The clerk agreed to send a letter to the Post Office.</li> <li>• <b>MIN 28/20</b> – Members received an update from Cllr Calver following investigations to seek clarity from the Essex Protestant Council regarding the siting for a plaque to recognise William Bamford. Cllr Calver confirmed that in consultation with local history enthusiast, Richard Oxoborrow, it was deduced that the original punishment ground was within the immediate surroundings of</li> </ul>

	<p>the New Bell public house and having spoken with the landlady, Cllr Calver reported that they would be happy to have a plaque erected there. He felt there was no further need for input from the Council. They will, however, want an unveiling ceremony which may involve the Mayor.</p>
036/20	<p><b><u>AMBULANCE RESPONSE TIMES</u></b></p> <p>Members discussed the ambulance response times from last winter, the data of which was acquired by Cllr Morrison following a freedom of information request after she had seen a news report on the issue. She reported that in just 15% of cases, ambulances arrived in response to level 2 calls, within the designated timeframe. As the pandemic hit, she felt it wasn't the time to raise this but now wanted to seek assurances that the data was being acted upon and that the figures would improve as we head towards winter. Cllr Morrison stressed she was in no way criticising the ambulance crews.</p> <p>Cllr Morrison proposed that Harwich Town Council writes to the East of England Ambulance NHS Trust to seek confirmation that these figures have been acted upon by the ambulance service and that all necessary measures have been put into place to ensure that the Harwich Peninsular receives the correct level of service during the coming winter.</p> <p><b>RESOLVED:</b> To write to the East of England Ambulance Service NHS Trust.</p>
037/20	<p><b><u>DRAFT INVESTMENT STRATEGY CONSULTATION</u></b></p> <p>Members acknowledged receipt of the Essex Pension Fund consultation, which was mandatory as part of their 3-year review and necessary to ensure the fund is able to meet its target of 100% fully funded. The Clerk confirmed that she'd not identified anything within the statement that HTC would be concerned by or anything that we needed specifically to do.</p> <p>Cllr I Henderson commented on the engagement of the EPF and the needs to take account of social, environmental and ethical considerations when investing.</p> <p>Members agreed to note the statement and not submit any comments to the consultation.</p>
038/20	<p><b><u>PCSO</u></b></p> <p>Members considered the current PCSO provision and whether to extend this provision beyond the current contract period, which ends on 31<sup>st</sup> March 2021. The Clerk confirmed the budget provision for 2020/21 and estimated an increase of somewhere in the region of 2.75% for 2021/22.</p> <p><b>RESOLVED:</b> Agree to continue providing half the funding for a PCSO for a 24-month term with effect from 1<sup>st</sup> April 2021, on the current terms.</p>
039/20	<p><b><u>NOTICE OF CONCLUSION OF AUDIT</u></b></p> <p>Members noted receipt of the conclusion of the Audit for year ended 31 March 2020. The Clerk confirmed that there were no matters to address this year and therefore no plan of action was required, and that she had carried out the necessary actions as instructed by the external auditor. Cllr Morrison recorded her thanks to the clerk for all the hard work taken to complete the work needed for the AGAR and the Clerk thanked members for assisting her to ensure the council remained compliant.</p>
040/20	<p><b><u>ACCOUNTS</u></b></p> <p><b>RESOLVED:</b> To accept the financial update and to approve accounts for payment as per the schedule (circulated separately).</p>

041/20	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></b></p> <p>Cllr McLeod confirmed that TDALC will be resuming meetings very soon and that these would be held remotely, by Zoom.</p> <p>Cllr G Smith attended the AGM of the Ark Centre and reported they've been busy implementing the covid-19 measures to enable the reopening. The finances aren't looking too bad thanks to some recent investments but they're always looking for new funding streams as well as seeking a new chairman and a couple of trustees.</p> <p>Cllr I Henderson said that whilst the Tourism group hasn't been meeting during lockdown, he has met independently with TDC officers and the group's chairman advised members that whilst the arrangements to celebrate the Mayflower 400<sup>th</sup> anniversary have been suspended, the refurbishment of Esplanade Hall was almost complete. He also reported that the company, Hart Wilcox, who is installing the Augmented Reality features there will be putting some things in places from this week. The Mayflower trail should be in place by 14<sup>th</sup> September with information boards being installed. This will start near the high Lighthouse, ending on the Quay. Cllr Calver confirmed that he and Cllr Morrison have been sitting in the on the planning meetings for some time and said that the materials for the AR have been provided by Richard Oxborrow, the Harwich Society and HTC archivists.</p> <p>The chairman thanked the Harwich Society, HTC and all involved for their contributor towards the new mural in the town centre which has now been completed.</p>
042/20	<p><b><u>MINUTES OF THE LAST ENVIRONMENT &amp; COMMUNITY COMMITTEE MEETING</u></b></p> <p>Members received the Minutes of the Environment &amp; Community Committee meeting held on 20<sup>th</sup> July 2020 (circulated separately).</p> <p>Cllr Fowler referred to the member led pothole project, which has been carried out since this meeting. She thanked members for their contributions and confirmed that 20 different potholes had been submitted for this project. Cllr I Henderson also declared his appreciation as county councillor as it's seen as a challenge and HTC has delivered.</p>
043/20	<p><b><u>MINUTES OF THE LAST ALLOTMENTS COMMITTEE MEETING</u></b></p> <p>Members received the Minutes of the Allotments Committee meeting held on 20<sup>th</sup> August 2020 (circulated separately).</p>
044/20	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members acknowledged receipt of the latest report(s) from former PCSO Sue Grove and new PCSO Ryan Duffett.</li> </ul> <p>Cllr McLeod mentioned the noise from exhausts from cars and motorbikes and felt that decibel monitoring was needed.</p> <p>Cllr I Henderson confirmed to members that he, Cllr Todd and the Clerk met with the new PCSO last week who was very enthusiastic and said they had commenced their pop up events (like coffee with cops) and they're aware of the concerns raised this evening and do have the equipment to test noise levels and take the necessary measures.</p> <p>The Chairman referred to their latest report which detailed the number of Trucam patrols and was pleased to see so much activity.</p>

<b>045/20</b>	<b><u>DATE OF NEXT MEETING</u></b> The next meeting of Harwich Town Council will be held <b>remotely</b> on <b>Tuesday 13<sup>th</sup> October 2020</b> at <b>7pm</b> or <b>at the rise of the Planning Committee meeting</b> , whichever is later.
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The Chairman closed the meeting at 7.36pm

**CHAIRMAN**

**DATE**