

MINUTES of the Meeting of the HARWICH TOWN COUNCIL
 held
Remotely
 on Tuesday 12th January 2021 at 7.00pm

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| Present: | Councillors Calver, Chant, Davidson, Fay, Ferguson, Fowler, I Henderson, J Henderson, McLeod, Morrison, Powell, Richardson, Saunders, D Smith and G Smith |
| In the Chair: | Councillor A Todd |
| Clerk: | Ms Lucy Ballard |
| Also present: | 0 members of the public, 0 members of the press, Admin Assistant Jessica Griffiths, incoming Estates Supervisor Andy Wells, Valerie Cumming Newell of the Office for National Statistics and Chief Executive of TDC Ian Davidson (from 7.25pm). |

The Chairman welcomed Valerie, the Engagement Manager for the 2021 Census.

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| 089/20 | <u>APOLOGIES FOR ABSENCE</u> None |
| 090/20 | <u>DECLARATIONS OF MEMBERS' INTERESTS</u> None |
| 091/20 | <u>PUBLIC QUESTIONS</u> None |
| 092/20 | <u>CENSUS 2021 PRESENTATION</u> Members discussed the forthcoming Census with Valerie Cumming Newell, Census Engagement Manager for the Office for National Statistics. Valerie explained the area which she covers, including Uttlesford, Braintree and Tendring and her aim is to promote participation in the Census, which will be taking place on 21 st March. She recapped brief information about the census and said the findings are used to plan resources and services and the funding that's needed to provide them. The census is kept secret for 100 years with the 1921 census due to be published in January 2022. There is an obligation under the 1920 Act to complete the census and this year with digital participation, this can be carried out online from early March. Valerie said that she needs assistance from HTC to engage with hard-to-reach groups who require more encouragement to complete the census. Those groups identified in Harwich are Eastern European residents (if living or intending to live here more than 3 months), dock workers and distribution workers. They have a range of support materials to assist. They are also trying to reach low-income families, chalet park residents, sofa surfers and, for the first time, it will capture information about veterans. She also asked how we might participate in the 'Light up purple' campaign, which is taking place w/ending 19 th March, and |

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| | <p>aims to promote the census as well as the town. She asked if there was any scope to make use of the lighthouses or any other buildings in the town.</p> <p>The clerk agreed to forward on contact details for the clerk for RPPC, the Royal British Legion, Merchant Navy Association, the Navyard Wharf, Harwich Home Start, Harwich Ark Centre and Mike Carran for the lighthouse project.</p> <p>Cllr Fowler agreed to pass on information to the Harwich Fellowship for the sick and would take it forward with the Harwich Society.</p> <p>Councillors who are also members of RPPC will liaise with their clerk to see this put on a council agenda.</p> <p>The chairman thanked Valerie for her attendance.</p> |
| 93/20 | <p><u>MAYOR'S ANNOUNCEMENTS</u></p> <p>The Mayor confirmed that no engagements had been attended since the last meeting.</p> |
| 094/20 | <p><u>MINUTES OF LAST MEETING</u></p> <p>RESOLVED: That the Minutes and Confidential Minutes of the meeting of Harwich Town Council held on 25th November 2020 (circulated separately) were approved as a correct record.</p> <p>RESOLVED: That the Minutes and Confidential Minutes of the Extraordinary meeting of Harwich Town Council held on 15th December 2020 (circulated separately) were approved as a correct record.</p> |
| 095/20 | <p><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></p> <p>• MIN 072/20 – Members received confirmation that the MP was investigating the council's concerns in relation to ambulance response times, with the CEO of the East of England Ambulance Service. A letter of response (previously circulated) was discussed and it was noted that this was an identical letter which had also been sent to the district council. Cllr Morrison explained that Tendring District Council (TDC) is offering a joint meeting with Harwich Town Council and Sir Bernard Jenkin MP to push this forward and feels it would be in the interest of local residents to accept this offer.</p> <p>Members discussed the benefits of a joint meeting and felt that despite some positive moves and provide an extra ambulance, it's important to take up the offer as it's the right mechanism to achieve this.</p> <p>Ian Davidson felt it would be helpful for long term service provision and the whole of Tendring would stand to benefit from this. He recognises that it's difficult timing with the pandemic, but that it's worth exploring the data and their responses further as he feels the letter didn't fully answer the concerns raised by either HTC or TDC and this is what he proposes to include as part of the discussions since it's not just about the performance figures but also the culture. He wants to see, long term, the lifting service which is provided by Careline, to enable people to stay in their own homes and wants to explore how the ambulance provision can work efficiently with the lifting service.</p> <p>RESOLVED: Members agreed to proceed with a joint meeting with TDC and the MP's office, and for Cllr Morrison to represent HTC.</p> |
| 096/20 | <p><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></p> <p>None</p> |

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| 097/20 | <p><u>HARWICH HARBOUR FOOT FERRY PARTNERSHIP AGREEMENT</u></p> <p>With reference to MIN 133/17, members reviewed the current partnership agreement and considered whether to renew. Cllr Powell proposed to continue. He is looking to operate this season. Cllr I Henderson felt it was a good initiative.</p> <p>RESOLVED: To renew the partnership agreement, commencing in April 2021 at a cost of £1000 per annum, to be reviewed every 3 years.</p> |
| 098/20 | <p><u>LAPTOPS</u></p> <p>Members considered the purchase of 2x laptops and 2x mice, to facilitate homeworking.</p> <p>Cllr Morrison explained that the purchase to facilitate our new team members' homeworking and these could also be used by members, if required, when we return to the Guildhall.</p> <p>The bill that permits meetings to be held virtually, is due to end within a few months bill and the Secretary of State is looking to extend this with a form of permanent extension since it's been very successful.</p> <p>RESOLVED: To purchase 2x laptops at a cost of £575 each and 2x mice at a cost of £5 each, to be expended from the ICT EMR.</p> |
| 099/20 | <p><u>KEY PRIORITIES 2021/22</u></p> <p>Cllr I Henderson suggested an informal all council members is convened to look at projects to support Covid recovery initiatives, projects or event and look to partner with other local facilitators. Ian Davidson said there is significant funding available (Back to Business) to potentially support projects and he is happy to be involved.</p> <p>RESOLVED: To agree key priorities for 2021/22 (Appendix A), with a view to convening an informal meeting as soon as is practical.</p> |
| 100/20 | <p><u>BUDGET & PRECEPT</u></p> <p>Members gave consideration to the estimates for income and expenditure for the 2021/22 financial year, as recommended by the F&GP Committee.</p> <p>RESOLVED: that the council precept on Tendring District Council for £205861, having an impact of £37.79 per annum for a Band D council taxpayer based on a confirmed tax base of 5448 and representing a zero increase on 2020/21. The justification being that HTC would be able to maintain all current provisions including the Grants and Economic Development budgets and maintain sufficient reserves and which would only cost a Band D householder 73p per week.</p> <p>Cllr Morrison's personal thanks were offered to Lucy and the team for watching every penny, along with Cllr Calver and the F&GP Committee. Cllrs also offered their thanks to the team.</p> |
| 101/20 | <p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <p>None</p> |
| 102/20 | <p><u>MINUTES OF THE LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING</u></p> <p>Members received the Minutes and Confidential Minutes of the Finance & General Purposes Committee meeting held on 8th December 2020 (circulated separately).</p> <p>The Chairman asked about the Leisure facility opening being under review, which was confirmed by Cllr Morrison.</p> |

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| | Cllr I Henderson suggested that HCT possibly consider facilitating a Christmas tree for the town annually. |
| 103/20 | <u>ACCOUNTS</u> RESOLVED: To accept the financial update and to approve accounts for payment as per the schedule (circulated separately). |
| 104/20 | <u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u> <ul style="list-style-type: none"> • Members acknowledged receipt of the latest report(s) from PCSO Ryan Duffett <p>Cllr Morrison referred to a number of Covid-related incidents. Ramsey Road has had several burglaries in the last few weeks and is mainly occurring at dusk. She referred to a vehicle which had been seen on several occasions around the area and asked members to be vigilant and report if they see it.</p> <p>Cllr J Henderson asked if additional patrols could be arranged for the skate park, to provide guidance and clarity on the rules rather than for the purposes of issuing fines.</p> |
| 105/20 | <u>DATE OF NEXT MEETING</u> The next meeting of Harwich Town Council will be held remotely on Wednesday 17th February 2021 at 7pm or at the rise of the Planning Committee meeting , whichever is later. |

The Chairman thanked Ian Davidson for his attendance and input as well as Andy and Jessica for joining the meeting before closing the meeting at 8.25pm

CHAIRMAN

DATE