

**MINUTES of the Meeting of the HARWICH TOWN COUNCIL**  
 held at  
**The Park Pavilion, Barrack Lane, Harwich**  
 on **Monday 18<sup>th</sup> October 2021 at 7.00PM**

<b>Present:</b>	<b>Councillors Calver, Chant, Davidson, Fay, Ferguson, Fowler, J Henderson, McLeod, Morrison (from 7.37pm), Powell, Saunders, D Smith, G Smith and Todd</b>
<b>In the Chair:</b>	<b>Councillor I Henderson</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>1 member of the public, 0 members of the press</b>
	Cllr Ferguson expressed the thanks of the Conservative town councillors for the kind words said by the chairman, Cllr I Henderson, at the preceding Planning meeting in respect of Sir David Amess who was killed on Friday in the course of his public duty.
<b>72/21</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllr Richardson
<b>73/21</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>74/21</b>	<b><u>PUBLIC QUESTIONS</u></b> <p>A former councillor and local resident raised concerns to Council, which had been relayed to him, regarding a recent incident at the council-owned skate park, which resulted in the attack of a young person by a group of youths, and how this kind of behaviour was creating fear amongst those who otherwise wish to use the facility.</p> <p>Cllr J Henderson has previously raised with the landowner (Tendring District Council) the need for an upgrade to the CCTV in the area and added that whilst there are limited resources to view any footage, she will continue to pursue this. She hoped that TDC would agree to deploy one of the mobile CCTV units in the area, which they were soon to be acquiring.</p> <p>Cllr I Henderson added that this is an unacceptable situation and the police are going down there and the groups appear to disperse.</p> <p>Other members gave their input on the availability of resources and the antisocial behaviour which has increased of late.</p> <p>Cllr I Henderson brought the discussion to a close by providing assurance that HTC will do whatever can be done to ensure the facility remains as safe as it can be.</p>
<b>75/21</b>	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> <p>The mayor referred to recent engagements attended since the last meeting, which were circulated separately to members. He referred specifically to the Mayor's Legacy Fund which was currently at £34k with £900 having been paid out already. The Tall Ships project is expected to cost £10400 but £5k was to be donated by a local business and £2k by the Tall Ships Youth Trust</p>

	<p>themselves, which meant that with the remainder being paid by the legacy fund, two ships could be funded and will set sail in August 2022, which will benefit 20 young people locally. He also made members aware of the third phase of Tendring District Council's Business Support Grant scheme that local SMEs could take advantage of. The clerk agreed to circulate the information to members.</p>
76/21	<p><b><u>MINUTES OF LAST MEETING</u></b>  <b>RESOLVED:</b> That the Minutes of the meeting of Harwich Town Council held on 6<sup>th</sup> September 2021 (circulated separately) were approved as a correct record.</p>
77/21	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 60/21 Mayflower Medical Centre</b> – To clerk reported that a response was yet to be received from the MP following a letter sent in relation to the MMC but that she had chased for it.</li> <li>• <b>MIN 63/20 Tendring Dementia Action Alliance</b> – The chairman reminded members that there was dementia training tomorrow (19<sup>th</sup> October) as part of the council's measures to gain 'Dementia Friendly' status.</li> </ul>
78/21	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 46/21</b> – The clerk informed members that the specification for the boundary wall works was expected to be finalised in the next few weeks with responses back by Christmas, with a view to having works carried out around April time.</li> </ul>
79/21	<p><b><u>QUEEN'S PLATINUM JUBILEE</u></b></p> <ul style="list-style-type: none"> <li>• Members considered creating a working party to discuss plans to celebrate the Queen's 70<sup>th</sup> anniversary. Cllr I Henderson briefed members on some of the proposed events over the weekend of 2<sup>nd</sup>-5<sup>th</sup> June 2022. Cllr Fowler suggested that an event in Cliff Park might be appropriate as well as a civic service.</li> </ul> <p><b>RESOLVED:</b> To create a working party comprising the Mayor, Deputy Mayor, the chairs of the F&amp;GP and E&amp;C committees and Cllr Ferguson, to report back findings to the council for approval.</p> <ul style="list-style-type: none"> <li>• Members also <b>RESOLVED:</b> to vire the funding from the Mayflower EMR into a new Jubilee EMR</li> </ul>
80/21	<p><b><u>KEY PRIORITIES</u></b></p> <p>Members considered the key priorities of the council for the 2022/23 year and the funding that would be necessary for it.</p> <p>Cllr I Henderson talked about the loss of income from the Hill School Site rents and whether the Covid Business Recovery EMR could be used to offset this. It was agreed that since this related to the current financial year, it would be discussed in its own right at the next meeting of the F&amp;GP committee.</p> <p><b>RESOLVED:</b> to agree to Key Priorities as detailed in Appendix A. and for the loss in Hill School income to be included in the December F&amp;GP agenda.</p>
81/21	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></b></p> <p>Cllr Powell reported that the Tourism group would be meeting in November.</p> <p>Cllr J Henderson attended her first face-to-face Teen Talk meeting since Covid restrictions began and reported that they're still working hard as they continue to find ways to support their users due to still having restrictions in place. Funding is still sparse as funding pots are reduced.</p>

82/21	<p><b><u>ACCOUNTS</u></b>  <b>RESOLVED:</b> To accept the financial report and to approve accounts for payment as per the schedule (circulated separately).</p>
83/21	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members noted receipt of latest report(s) issued by the PCSO. Cllr J Henderson referred to the recent events at the skatepark and asked members to consider making a request via the PCSO to the Safer Communities team for a dispersal order and alcohol ban for the area that includes the oval hut onward to the skate park. Cllr Calver declared an interest as a beach hut owner within that area.</li> </ul> <p><b>RESOLVED:</b> To contact PCSO Ryan Duffett and Leanne Thornton of the Safer Communities team to request a dispersal order and alcohol ban from 5.30pm – 6am and to request for one of the mobile CCTV units to be deployed in the area.</p> <ul style="list-style-type: none"> <li>• Members noted receipt of the latest Harwich Festival report, for information. Cllr J Henderson</li> <li>• Cllr McLeod talked about the poor quality of the road repairs being carried out recently in the area. Cllr I Henderson said that ECC councillors have called for an independent quality assessment once a year so the repair work could be monitored.</li> <li>• Cllr Todd made reference to a letter received by Hutchison Ports about the impending commencement of works in relation to approved planning permissions. He said that HTC should've had sight of the plans beforehand as he was concerned about the impact of the works and the need to create a small boat harbour. Cllr Fowler said the full information was on the Planning portal on the TDC website and she's agreed to circulate this to members. Cllr Chant said the first phase was expected to cover an area which includes the sailing club.</li> </ul>
84/21	<p><b><u>DATE OF NEXT MEETING</u></b>  The next meeting of Harwich Town Council will be held on <b>Tuesday 23<sup>rd</sup> November 2021</b> at <b>The Mayflower Primary School, Main Road, Dovercourt</b>, at <b>7.00pm</b>, or at the rise of the Town Planning Committee, whichever is the later.</p>
85/21	<p><b><u>EXCLUSION OF PUBLIC AND PRESS</u></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>Personnel – Apprentice Administrative Assistant</b></li> </ul>

The meeting moved to confidential business at 7.53pm

The public meeting resumed at 7.58pm

088/21	<p><b><u>RECRUITMENT</u></b>  The clerk confirmed that recruitment would need to commence to fill the vacancy created by the resignation of the Apprentice Administrative Assistant and that members are to appoint a recruitment panel.</p> <p><b>RESOVLED:</b> To proceed with the recruitment of a new Apprentice Administrative Assistant via Career Track and to appoint a recruitment panel comprising the chair and vice-chair of the F&amp;GP Committee and the clerk, who</p>
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	will carry out all aspects of the recruitment and report back to council as necessary to ratify any decisions made.
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The chairman closed the meeting at 8.02pm

**CHAIRMAN**

**DATE**