

MINUTES
of the Meeting of HARWICH TOWN COUNCIL
 held at
The Guildhall, Church Street, Harwich
 on
Tuesday 10th January 2023 at 7.00pm

Present:	Councillors Calver, Chant, Davidson, Fay, Ferguson, J Henderson, Powell, Richardson, D Smith and G Smith
In the Chair:	Councillor Fowler
Clerk:	Ms L Ballard
Also present:	0 members of the public, no members of the press

The chairman sought the agreement of Council to bring forward item 19 (confidential business), so that the whole business could be discussed consecutively.

111/22	<u>APOLOGIES FOR ABSENCE</u> Cllrs I Henderson, McLeod, Morrison, Saunders and Todd
112/22	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
113/22	<u>PUBLIC QUESTIONS</u> None
114/22	<u>MAYOR'S ANNOUNCEMENTS</u> Members acknowledged a list of recent engagements attended by the mayor, which had been previously circulated. The Deputy Mayor referred to a wreath laying engagement she had attended on the Mayor's behalf, in recognition of the 40 th anniversary of the European Gateway disaster.
115/22	<u>MINUTES OF LAST MEETING</u> Cllr Richardson made reference to a previous meeting when a decision was made on an item of business (decoration of the Guildhall) which he disagreed with. It was agreed that the business related to the Finance Committee and was not a Full Council decision. RESOLVED: That the Minutes of the meeting of Harwich Town Council held on 29 th November 2022 (circulated separately) were approved as a correct record.
116/22	<u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u> Cllr Calver asked if there was any update on the issue of the Royal Mail Collection office service reduction. The clerk confirmed that enquiries had been made by the MP's office to with the Business, Energy and Industrial Strategy Department, who have forwarded the concerns to the CEO of Royal Mail. The MP's Office is now chasing a response from Royal Mail and the clerk expected to be able to bring a response back to council at the next meeting.

117/22	<p><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u> MIN 084/22 – Cllr Powell briefed members following the first meeting of the King’s Coronation Working Party meeting. He reported that ideas had been discussed to include gifts to local primary school children, possible decoration within the town and discussions about the possible televising of the Coronation.</p>
118/22	<p><u>INTERNAL AUDIT</u> Members received the interim internal audit report. The clerk confirmed that there were no recommendations made and therefore no plan of action was required. RESOLVED: To accept the Audit Report and agree that no further action is required. Members expressed their gratitude to the clerk.</p>
119/22	<p><u>ALLOTMENT CLEARANCE</u></p> <ul style="list-style-type: none"> • Members discussed the need to clear two recently-vacated plots (DM08 and DM14A). The clerk confirmed that quotations would be discussed under confidential business. RESOLVED: To proceed with clearance. • Members also considered what action would be appropriate to take to recover the costs incurred in the clearance of the two plots. The clerk confirmed the process to be taken. RESOLVED: To proceed with taking any and all steps to recover the costs including the use of the courts.
120/22	<p><u>EXCLUSION OF PUBLIC AND PRESS</u> 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-mentioned business:</p> <ul style="list-style-type: none"> • Allotment Clearance

The meeting moved to confidential business at 7.21pm and the public part of the meeting resumed at 7.32pm

122/22	<p><u>SKATE PARK FESTIVAL</u> Members considered contracting Maverick Industries to facilitate a skate park festival to coincide with the 2023 Tour de Tendring event. The clerk confirmed the quote was £2750 plus an applicable cancellation fee of £250, which would apply if the event had to be rescheduled due to poor weather and is to cover the payment of the pro-skaters. She also confirmed that the Tour De Tendring event was expected to be held on 28th May. RESOLVED: To proceed with the festival at a cost of £2750, to be expended from the Skatepark Festival EMR, accepting the aforementioned cancellation fee, on the condition that this can be delivered in conjunction with the 2023 Tour de Tendring event and that if it can’t for any reason, that the event date be reviewed.</p>
123/22	<p><u>ESSEX POLICE HERITAGE WATCH</u> Cllr Fowler briefed members on the scheme and asked for agreement to register Harwich Town Council’s assets under it. RESOLVED: To complete and submit the registration application.</p>
124/22	<p><u>BUDGET & PRECEPT</u> Members gave consideration to the estimates for income and expenditure for the 2023/24 financial year, as recommended by the F&GP Committee.</p>

	<p>RESOLVED: that on a budget of £229968, the council precept on Tendring District Council for £212406, having an impact of £37.79 per annum for a Band D council taxpayer based on a confirmed tax base of 5621 and representing a zero increase on 2022/23. 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. It was additionally agreed that any remaining underspends at year end would be allocated at the outset of the new financial year.</p> <ul style="list-style-type: none"> • Members also ratified the decision to make mid-year virements: <p>Credit:</p> <ul style="list-style-type: none"> • £10k to Building Maintenance EMR • £5k to the King’s Coronation Celebrations EMR • £749 to National Events EMR <p>Create:</p> <p>CCTV EMR and credit £10k</p>
125/22	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <ul style="list-style-type: none"> • Cllr J Henderson attended a Teen Talk Trustees meeting. They’ve appointed more staff, but are still fighting for funds as grants start to diminish. She reported that the cost-of-living crisis was having an effect on the young people so their services are still very much in demand. They will be needing another trustee(s) soon.
126/22	<p><u>COMMITTEE MEETING MINUTES</u></p> <p>Members received the Minutes of the following meetings:</p> <ul style="list-style-type: none"> • Finance & General Purposes Committee – 13th December 2022. Cllr Richardson raised concern at a decision made at this meeting which he didn’t agree with.
127/22	<p><u>ACCOUNTS</u></p> <p>RESOLVED: To accept the financial report and to approve accounts for payment as per the schedule (circulated separately).</p>
128/22	<p><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <ul style="list-style-type: none"> • Members noted receipt of latest PCSO report(s), <i>for information</i>. • Members were reminded of an invite to attend a meet and greet with the new Tendring District Commander, Chief Inspector Ella Latham, at 10am on 25th January at the Guildhall.
129/22	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of Harwich Town Council will be held on Tuesday 21st February 2023 at The Guildhall, Church Street, Harwich at 7.00pm, or at the rise of the Town Planning Committee, whichever is the later.</p>

The Chairman closed the public part of the meeting at 7.48pm

CHAIRMAN

DATE