

**MINUTES**  
**of the Meeting of HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on  
**Thursday 30<sup>th</sup> November 2023 at 7.05pm**

<b>Present:</b>	<b>Councillors Armstrong, Calver, Chable, Davidson, Fay, I Henderson, J Henderson, McLeod, Morrison, Powell, Richardson, Todd and Wade</b>
<b>In the Chair:</b>	<b>Councillor M Fowler</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>1 member of the public, 0 member of the press</b>

<b>106/23</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Saunders and Smith
<b>107/23</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> None
<b>108/23</b>	<b><u>PUBLIC QUESTIONS</u></b> A resident of Dovercourt Bay ward asked if HTC would take the necessary measures to resolve the following issues: <ol style="list-style-type: none"> <li>1. The missing road sign in Lee Road which has been missing since the completion of the conversion of the former Hotel Continental and which requires reinstating.</li> <li>2. The diminishing road markings at the junction of Harwich Town Station Approach, George Street and Main Road, which seem to be causing confusion with some drivers as to rights of way.</li> <li>3. Lorries and other vehicles ignoring the parking restrictions denoted by double red lines, which are present in various locations within the parish (Lidl, Beach Road/Fronks Road, Lee Road/First Ave.).</li> </ol> Cllr I Henderson said he would take up the issue of the diminishing road markings and parking on the double red lines with the appropriate authority and Cllr Calver agreed to take up the issue of the missing signage in Lee Road.
<b>109/23</b>	<b><u>MAYOR'S ENGAGEMENTS</u></b> Members acknowledged a list of recent engagements attended by the mayor since the previous meeting, which had been previously circulated.  Cllr Morrison attended the Trafalgar Night as Deputy Mayor, accompanied by Cllr Todd as well carrying out the wreath laying at the Catholic Church on 11 <sup>th</sup> November, accompanied by both Cllr Calver and Cllr Chable.

110/23	<p><b><u>MINUTES OF LAST MEETING</u></b></p> <p>Cllr Wade offered a correction to the minutes in relation to his report under MIN 096/23 in that it should've read RBL and not RNA.</p> <p><b>RESOLVED:</b> That with the relevant correction to the Minutes of the meeting of Harwich Town Council held on 17<sup>th</sup> October 2023 (circulated separately), they were approved as a correct record.</p> <p><b>FURTHER RESOLVED:</b> That the Minutes of the Extraordinary meeting of Harwich Town Council held on 22<sup>nd</sup> November 2023 (circulated separately) were approved as a correct record.</p>
111/23	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 098/23</b> – Members <b>noted</b> some correspondence (previously circulated) following discussions with the PCSO and Marine Police sergeant regarding <b>nuisance watercraft</b>.</li> <li>• <b>MIN 091/23</b> –Members were given an update by the clerk on the arrangements to commemorate <b>D-Day 80</b>.</li> </ul>
112/23	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 072/23</b> – Members <b>noted</b> a response received (previously circulated) following a letter to Ed Garratt regarding a ministerial meeting over <b>GP shortages in Harwich and Dovercourt</b>.</li> <li>• <b>MIN 071/23</b> – Members <b>noted</b> the initial <b>Dementia Fundraiser Working Party</b> meeting is scheduled for 5<sup>th</sup> January 2024.</li> </ul>
113/23	<p><b><u>REQUEST FOR ARCHIVED MATERIALS</u></b></p> <p>Members considered a request from a Mr Richard Pugh to take into custody of the Harwich Museum, for display purposes, the following items:</p> <ul style="list-style-type: none"> <li>• Replica Mace in wood and painted gold,</li> <li>• Collection of Mayoral and other official robes,</li> <li>• Metal storage container, containing mayoral hats,</li> <li>• Long rectangular tin box (possibly for holding documents),</li> <li>• A collection of metal storage boxes/tins.</li> </ul> <p>Cllr Calver felt that given the items aren't seen by the public at the Guildhall, being on show at the museum would serve a useful purpose but stressed that they should be considered on permanent loan and remain the ownership of HTC.</p> <p><b>RESOLVED:</b> To grant the request on the basis that the items are on permanent loan and may be recalled at any time.</p>
114/23	<p><b><u>INTERNAL AUDIT REPORT</u></b></p> <p>Members received the interim internal audit report. The clerk confirmed that there were no recommendations, just an advisory note in relation to Risk Assessments and therefore no plan of action was required.</p> <p><b>RESOLVED:</b> To accept the Audit Report and agree that, aside from the advisory note, no further action is required. Members expressed their gratitude to the clerk.</p>
115/23	<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 J Henderson attended a Teen Talk trustees meeting and reported another resignation. They have a new website and are quite active on social media. They're very busy and all projects are full. They're back in some schools with many on the waiting lists. They're looking to support 25 young people through the Harwich Partnership Fund.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cllr Todd attended a meeting of the MNWB and reported concern over dwindling numbers of local fisherman due to impact that dredging has had on the presence of lobsters and other marine animals. He said that when they dump the mud, a lot of the lobsters etc have been killed and many of the fish have relocated.</li> <li>• Cllrs Todd and Richardson reported attending the Funnelwick Limb tour at the Harwich Arts and Heritage Centre and they both enjoyed it.</li> <li>• Cllr McLeod reported on the chaos of the incidences on the A120 recently, which will be discussed at the next TDALC meeting. He felt there was little coordination with the diversions through the villages.</li> <li>• Cllr Wade attended a recent meeting of the Harwich branch of the RBL and reported that they'd recently taken a trip to the National Arboretum. He also reported that the Poppy Appeal had raised £16k locally.</li> <li>• Cllr Morrison attended an Ark Centre meeting and reported that things had moved on significantly since the last meeting. Their financial reports will now be monitored quarterly from the FEEE (who funds the nursery) and as things improve, staff hours will be increased. Community money raised as of 20<sup>th</sup> November is £9680 and other events are upcoming. She has taken photos of the new sensory room, which will be circulated to members.</li> <li>• Cllr Richardson attended a Haltermann Carless meeting and reported it was very uplifting and they talked positively about Harwich and the available facilities. Cllr Davidson said they're taking on new apprentices and other staff, along with new contracts bringing in more employment.</li> </ul>
116/23	<p><b><u>COMMITTEE MEETING MINUTES</u></b>  Members received the Minutes of the following meetings:</p> <ul style="list-style-type: none"> <li>• Allotments Committee – 31<sup>st</sup> October 2023</li> </ul>
117/23	<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>
118/23	<p><b><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Members <b>noted</b> receipt of latest report(s) issued by PCSO Sue Groves, <i>for information</i>. Cllr Morrison raised concern about the farm machinery, which is being targeted in the area. Cllr J Henderson went on a walk around with the PCSO and felt he was very pro-active and keen to get stuck in.</li> <li>• Members <b>noted</b> the latest Harwich Festival report <i>for information</i>. Cllr I Henderson confirmed that the Harwich Festival is in receipt of funding from the UK's 'Shared Prosperity Fund', which will enable them to make use of the new car park area for events.</li> <li>• Cllr Calver informed members that following a minor road traffic accident earlier on today at the Lee Road/Portland Road crossroads due to black ice, it would appear that the county council is still referring residents to the town council for the gritting of side roads. He felt that the council needed to reiterate its position that it is not the responsibility of Harwich Town Council and asked the clerk to write to ECH to find out why this was said, make sure it doesn't happen again and find out who is responsible. Cllr I Henderson confirmed that HTC had written previously when residents were being told it was local council responsibility. He also felt that salt bins were being removed and members are to report any missing bins to him.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cllr Calver also updated members on the actions taken to commemorate Holocaust Memorial Day on 26<sup>th</sup> January. A meeting was held recently with representatives of the Harwich Kindertransport Learning Trust and Colchester Synagogue and letters have since been sent to local schools to advise them of the commemorations.</li> <li>• The clerk informed members of the receipt of a letter of acknowledgement from the Parish of the Harwich Peninsula following a recent grant.</li> </ul>
<b>119/23</b>	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Wednesday 10<sup>th</sup> January 2024</b> at <b>The Guildhall, Church Street, Harwich</b> at <b>7.00pm</b>, or at the rise of the Town Planning Committee, whichever is the later.</p>

The Chairman closed the meeting at 7.57pm

**CHAIRMAN**

**DATE**