

**HARWICH TOWN COUNCIL**  
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**MINUTES**  
**of the Meeting of HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on  
**Tuesday 20<sup>th</sup> February 2024 at 7.03pm**

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| <b>Present:</b>      | <b>Councillors Calver, Davidson, Fay, I Henderson, J Henderson, McLeod, Powell, Richardson, Todd and Wade</b> |
| <b>In the Chair:</b> | <b>Councillor Morrison</b>  |
| <b>Clerk:</b>        | <b>Ms Lucy Ballard</b>  |
| <b>Also present:</b> | <b>1 member of the public, 1 member of the press and Rev. Kirsty Emerson</b>                                  |

The chairman confirmed that Item 15 would be deferred until the next meeting on 4<sup>th</sup> April.

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| <b>141/23</b> | <b><u>APOLOGIES FOR ABSENCE</u></b><br>Cllrs Armstrong, Chable, Fowler, Saunders and Smith  |
| <b>142/23</b> | <b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b><br>Cllr I Henderson declared an interest in item 9 as the lead cabinet member at TDC. He remained in the Chamber but did not vote.<br><br>Cllr Calver declared a personal interest in item 10 as a trustee of the Harwich Society. He remained in the Chamber but did not vote.  |
| <b>143/23</b> | <b><u>PUBLIC QUESTIONS</u></b><br>A resident asked whether the satisfactory completion of the pavements surrounding the new 'Orwell Place' carpark in the town centre, was part of the overall project or whether HTC could raise these matters as a new issue with the appropriate authority since they were very uneven and not easy to walk on. Cllr I Henderson confirmed they would be completed, as the entrance isn't finished yet. They're waiting on Highways to deal with that, and all footpaths will be made good. The expected time frame for this is the end of March.<br><br>The same resident also asked whether HTC could make representation to the necessary remediation about the ongoing issue of mud on the road by the new development site as well as indentations on the length of the road between the sets of bollards, since it wasn't clear whether this was the responsibility of the developer or Highways.<br>Cllr I Henderson has raised these issues recently and they're tied to the planning application so this should be referred to TDC since they oversee that the conditions are met. Cllr J Henderson has previously contacted the builders about this issue since they're supposed to wheel wash before exiting the site, and she will contact them again. |

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| 144/23 | <p><b><u>MAYOR'S ENGAGEMENTS</u></b><br/> Members acknowledged recent engagements attended by the mayor since the previous meeting, which had been previously circulated.</p> <p>Cllr Morrison didn't have any engagements to report.</p>   |
| 145/23 | <p><b><u>MINUTES OF LAST MEETING</u></b><br/> <b>RESOLVED:</b> That the Minutes and Confidential Minutes of the meeting of Harwich Town Council held on 10<sup>th</sup> January 2024 (circulated separately), were approved as a correct record.</p>  |
| 146/23 | <p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 129/23</b> – An update on HTC's decision to become lead member of the <b>TDFC Harwich Sub-group</b> following meeting on 14<sup>th</sup> February is deferred until the next meeting.</li> <li>• <b>MIN 130/23</b> – Cllr J Henderson provided an update on actions taken so far in relation to the 2024 <b>skate park festival</b>. A meeting was attended with the clerk and representatives of TDC last Friday. The Tour de Tendring is confirmed as going ahead and Bike Events will cover many of the provisions, such as marshalling and stewards. Flyers will go out to the schools and will be circulated on social media. Parking provision is arranged and volunteers are welcomed for litter picking after the event.</li> <li>• <b>MIN 131/23</b> – Cllr Calver provided an update following a Working party meeting to discuss the council-managed <b>leisure facilities</b>. First meeting established ground rules on how to go about the project. Looking at free-to-use facilities and discussed various possibilities but need to liaise with TDC as the landowners and a meeting date is awaited.</li> </ul> |
| 147/23 | <p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b><br/> None.</p>   |
| 148/23 | <p><b><u>PCSO</u></b><br/> The clerk confirmed that she was still awaiting a position from TDC, but they now have data to put a report together for Cabinet and will be advised in due course. The item was not considered further and is deferred until a response is received from TDC.</p>   |
| 149/23 | <p><b><u>DOVERCOURT PUBLIC REALM CONSULTATION</u></b><br/> Members considered an invite to submit comments on the consultation which will see improvements to the town centre. Cllr Calver confirmed that a letter of support had been sent previously in relation to the Levelling Up Bid, which is a source of funds for the project. He proposed this letter of support is resubmitted.</p> <p><b>RESOLVED:</b> To resubmit letter of support.</p>   |
| 150/23 | <p><b><u>REQUEST FOR USE OF ARCHIVED MATERIALS</u></b><br/> Members considered a request for archived materials, from Honorary Archivist Anne Kemp-Luck, specifically Accession No. 159/4, for use in the Harwich Society publication 'Highlight' on an article in relation to the history of the High Steward.</p> <p><b>RESOLVED:</b> To grant permission for use of the materials for the purposes stated on condition that Harwich Town Council is duly attributed.</p>   |

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| 151/23 | <p><b><u>FIRE SAFETY RECOMMENDATIONS</u></b></p> <p>With reference to MIN F73/23, members considered recommendations (previously circulated) following a routine 5-year electrical inspection carried out in January. The clerk confirmed that other recommendations, which weren't considered urgent, would be considered at a later date.</p> <p><b>RESOLVED:</b> to accept the recommendations and proceed with the works at a cost of £640 to be expended from the 2023/24 Fire &amp; Safety budget.</p>   |
| 152/23 | <p><b><u>A120 HORSLEY CROSS TO PARKESTON ROUNDABOUT</u></b></p> <p>Members received an update from Cllr I Henderson regarding concerns over the stretch of A120 between Horsley Cross and Parkeston Roundabout. Cllr Henderson has been raising concerns with National Highways since September, off the back of the tragic fatal accident on the day of the 2023 Motorcycle Rally. He referred to a report, which had been circulated to members and which detailed the intended measures to be taken to address these concerns. However, works aren't expected to take place until 2025-2030. Budgets also aren't yet confirmed. Cllr Henderson would like HTC to write to National Highways (copying to Bernard Jenkin MP) referring to the report completed in 2020, requesting the necessary works be completed asap. He hopes the MP can lobby Government to make the funding available. If as part of the bid there isn't funding for the dualling of the A120, this will delay matters further so he asked if HTC would ask National Highways if dualling of the A120 is included in their bid and to ask the MP to lobby Government for the funding or whether it's already available. Cllr Davidson will be taking this up via Ramsey &amp; Parkeston Parish Council also.</p> <p>The chair thanked Cllr Henderson for the extensive time and effort he's put into this.</p> <p><b>RESOLVED:</b> To write to National Highways (copy to MP).</p> |
| 153/23 | <p><b><u>REQUEST IN RELATION TO ARCHIVED MATERIALS</u></b></p> <p>Members considered requests:</p> <ol style="list-style-type: none"> <li>1. For permission to investigate required repairs to former Mayor's robe and to carry out any recommended action following those investigations without further approval from the council.</li> <li>2. To obtain digital copies of the 1604 Charter for display in the Harwich Museum as part of a Mayoral and Civic History type display.</li> </ol> <p><b>RESOLVED:</b> To grant permission on both items.</p>   |
| 154/23 | <p><b><u>PLAQUE PRESENTATION FOR RETIRING HIGH STEWARD</u></b></p> <p>With reference to MIN 120/23, members discussed organising a Mayor's Reception in recognition of former High Steward, Mr Chris Strachan.</p> <p><b>RESOLVED:</b> To proceed with a reception, with costs to be expended from the Hospitality Budget at a level not to exceed £200.</p>   |
| 155/23 | <p><b><u>FRIENDS OF ESPLANADE HALL</u></b></p> <p>This item was deferred until the next meeting of the council.</p>  |
| 156/23 | <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 meeting of Teen Talk. She reported they're out and about in the community with a slight rebranding so there's lots of social media activity. They support those aged between 11yr and 25yrs. Activity has picked up and they're very busy.</li> </ul>  |

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|        | <ul style="list-style-type: none"> <li>• Cllr I Henderson attended a Tourism Group meeting and referred to the success in receiving £237k of 'High Street Accelerator Funds'. A partnership has been set up to oversee the management of the funds and they will be pushing forward with improvement projects asap since £50k must be spent by end of March.</li> <li>• Cllr Wade attended a recent RBL meeting which was well attended. He said the RBL would require a formal invite from HTC if they are needed to attend the D-Day 80 commemorations on 6<sup>th</sup> June.</li> <li>• Cllr McLeod attended a TDALC meeting where the conditions of A120 and the recent closures with impact on surrounding villages was discussed. He hoped councils could come together to put pressure on to make the necessary improvements quickly to avoid the need for further closures.</li> <li>• Cllr Morrison attended an Ark Centre meeting and reported they are coming along well and are being recognised for their work in the town, with many getting involved. TDC is assisting with bid writing. There have been some staffing changes and hope to have a 'babies' room, which will be their next project.</li> </ul>   |
| 157/23 | <p><b><u>COMMITTEE MEETING MINUTES</u></b></p> <p>Members received the Minutes of the following meetings:</p> <ul style="list-style-type: none"> <li>• Environment &amp; Community Committee – 18<sup>th</sup> January 2024.</li> </ul>   |
| 158/23 | <p><b><u>ACCOUNTS</u></b></p> <p><b>RESOLVED:</b> To accept the financial report and to approve accounts for payment as per the schedule (circulated separately).</p>   |
| 159/23 | <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 Wade referred to HTC's picture in the latest police newsletter for their PCSO walk-about over the weekend.</li> <li>• The clerk confirmed that there was no report from the Harwich Festival but relayed their disappointment in not being nominated for the Pride of Tendring Award this year.</li> <li>• Cllr I Henderson said there was an outcome to the long-awaited consultation on recycling centres at Essex County Council. He confirmed an overwhelming result, out of 18000 responders, is to keep the current booking system in place. More than 70% across 12 sites in Tendring were in favour. Cllr Morrison asked if there was any way to find out if usage had reduced. Cllr Henderson believed there was no reduction nor was there an increase in fly tipping. This is likely to encourage residents to manage their waste/recycling better. Cllr Davidson felt that fly tipping was frequently occurring on private land, which isn't included in the figures. Cllr Henderson urged members to read the report on the Essex County Council website.</li> </ul> |
| 160/23 | <p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Thursday 4<sup>th</sup> April 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 8.04pm

**CHAIRMAN**

**DATE**