

**HARWICH TOWN COUNCIL**  
Guildhall, Church Street, Harwich, Essex CO12 3DS  
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**Clerk:** Ms Lucy Ballard

**TO ALL COUNCILLORS:  
YOU ARE SUMMONED TO ATTEND A MEETING  
OF HARWICH TOWN COUNCIL**

To be held at  
**The Guildhall, Church Street, Harwich**  
on

**Thursday 5<sup>th</sup> September 2024 at 7pm**  
**Or at the rise of the TOWN PLANNING MEETING, whichever is the later**

**AGENDA**

<b>1</b>	<b>Apologies for Absence</b> To receive apologies for absence
<b>2</b>	<b>Declarations of Members' Interests</b> To receive any 'pecuniary' or 'Other/Non-Registrable' interests relating to items on the agenda
<b>3</b>	<b>Grassroots</b> To receive presentation from Dave Harris, Vice Chairman, Grassroots charity
<b>4</b>	<b>Public Questions</b> Questions pursuant to Standing Order 3
<b>5</b>	<b>Mayor's Engagements</b> To receive a brief report of recent engagements since the last meeting.
<b>6</b>	<b>Minutes of Last Meeting</b> <ul style="list-style-type: none"><li>• To approve as a correct record the Minutes of the meeting of Harwich Town Council held on 17<sup>th</sup> July 2024 (circulated separately).</li></ul>
<b>7</b>	<b>Matters Arising from the Minutes of the Last Meeting</b> <ul style="list-style-type: none"><li>• <b>MIN 037/24</b> – In relation to public questions, to confirm that:<ol style="list-style-type: none"><li>1. Residents who wish to access <b>PCSO reports</b> need to contact Essex Police HQ direct.</li><li>2. The <b>website</b> has now been updated to reflect the change in Mayor.</li><li>3. Cllr I Henderson has taken up the issue of <b>fly-tipping in West Street</b>, direct with TDC.</li></ol></li><li>• <b>MIN 042/24</b> – To consider responses in relation to letters sent to Halifax, TSB, Barclays and Santander regarding the impending <b>closure of local TSB and Halifax branches</b> and decide upon next action.</li><li>• <b>MIN 044/24</b> – To confirm holding letter received in relation to <b>local postal delivery</b> services.</li></ul>

8	<p><b>Matters Arising from the Minutes of Previous Meetings</b></p> <ul style="list-style-type: none"> <li>• <b>MIN 131/23</b> – To receive an update from the Future of the Putting Green Working Party and to consider the recommendation to ‘<i>Continue to support the idea of the HTC-managed land, presently used for pitch ‘n’ putt, being put forward as one of the 5 Playzones in the Tendring District</i>’</li> <li>• <b>MIN 18/24</b> – To consider reply from Steve Thulborn in relation to letter regarding the commencement of <b>safety improvements to A120.</b></li> <li><b>MIN 028/24</b> – To confirm all <b>assets for disposal</b> have now been disposed of.</li> </ul>
9	<p><b>Music &amp; Memory Dementia Singing Sessions</b></p> <p>To consider an extension to the local service for a period of 3 years, commencing April 2025 at a cost of £3132 and to apply for funding for up to £1000 from the CIF Micro Grants, underwriting the difference to be expended from the Community Projects EMR.</p>
10	<p><b>Notice of Conclusion of Audit 2023/24</b></p> <p>To receive notification of the conclusion of the Audit for year ended 31 March 2024 and agree measures to address any issues raised.</p>
11	<p><b>Brief Reports by Members appointed to outside bodies by the Council</b></p>
12	<p><b>Committee Meeting Minutes</b></p> <p>To receive the Minutes of previous committee meetings (<i>circulated separately</i>):</p> <ul style="list-style-type: none"> <li>• Allotments Committee – 23<sup>rd</sup> July 2024</li> <li>• Extraordinary F&amp;GP Committee – 7<sup>th</sup> August 2024</li> </ul>
13	<p><b>Accounts</b></p> <p>To receive the financial report and to approve accounts for payment as per the schedule (<i>circulated separately</i>).</p>
14	<p><b>Correspondence Received in the Post or Raised by Members</b></p> <ul style="list-style-type: none"> <li>• Report(s) from PCSO Sue Groves (<i>for information</i>)</li> <li>• Harwich Festival report (<i>for information</i>) No report</li> <li>• Dog Control and Dog Fouling Public Spaces Protection Order (<i>for information</i>)</li> <li>• Essex Transport Strategy – Public Consultation</li> </ul>
15	<p><b>Date of Next Meeting</b></p> <p>The next meeting of Harwich Town Council is scheduled to be held on <b>Tuesday 15<sup>th</sup> October 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>

**Dated: 27<sup>th</sup> August 2024**

*Lucy Ballard*

**Ms Lucy Ballard  
Clerk to the Council**