

HARWICH TOWN COUNCIL
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MINUTES of the Meeting of the ENVIRONMENT & COMMUNITY COMMITTEE
 held at
The Guildhall, Church Street, Harwich
 on
Wednesday 12th October 2016

Present:	Councillors Calver (substituting for Cllr I Henderson), J Brown, Smith and Fay
In the Chair:	Councillor Fowler
Clerk:	Mrs Michelle Townsend
Also present:	No members of the public and no press Horticultural advisers – Chris Greenfield and Cheryl Thompson

PUBLIC QUESTION TIME:

Cheryl Thompson expressed concerns over the clearance undertaken along the passageway under Marine Parade. The weeds have been cleared but no weed killer used, therefore she felt this clearance was inadequate and wished her concerns to be logged and TDC made aware.

Cheryl Thompson also highlighted the poor condition of the hedging surrounding the putting green and asked, if there was funding available, could it be utilised to replace/enhance the existing hedging. Trevor Mills, (TDC Open space & Transport Manager) confirmed that he had ordered some mature plants which match the existing hedging and hopes that they will be planted prior to the end of the year.

E26/16	<u>APOLOGIES FOR ABSENCE</u> Apologies received from Councillors Morrison, Ashley, I Henderson, C Powell, F Powell
E27/16	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
E28/16	<u>MINUTES OF THE LAST MEETING</u> RESOLVED that the minutes of the Environment & Community meeting held on 12 th September 2016 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
E29/16	<u>MATTERS ARISING FROM THE MINUTES</u> E19/16 – Land near the Old Bank, Kings Quay Street – TDC have confirmed that the trees will be replaced in the coming planting season. E19/16 – Cllr Fowler has reported the weeds/bindweed located along the passageway under Marin Parade to TDC. E23/16 – Invite extended to TDC for an Enforcement Officer to attend a future E&C committee meeting. No reply received – chased and postponed to the December meeting.

E30/16	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u> E24/15 – Disused Train Ferry Terminal – Harwich – At the last Port Liaison meeting, Hutchinson Port UK confirmed that they were awaiting a further specialist survey. Next meeting due to be held on 5th October 2016. No feedback received.</p>
E31/16	<p><u>GREEN FLAG AWARD</u> Members welcomed Trevor Mills, TDC Open Spaces & Transport Manager. Mr Mills was very pleased with the community assistance at the ‘raising of the Green Flag’ event. TDC are currently exploring further wildlife opportunities which may result in changes to the mowing regime, sowing of wild flowers and the installation of bird houses. Mr Mills asked if Harwich Town Council would advocate this concept which would result in dedicated and designated areas of longer grass for this purpose. The committee agreed with this concept subject to further talks and mutual agreement regarding specific areas. Suggested locations were at the bottom of the bank near Orwell Terrace and a strip of land near Harwich Community Primary School. Mr Mills made members aware of Harwich Society’s intentions to plant further trees and erect some bird boxes.</p>
E32/16	<p><u>TREE PLANTING & OUTDOOR SPACES</u> Cheryl Thompson made members aware of the vandalism carried out to the trees in Harbour Crescent and confirmed that TDC have been notified and will be informing the police. Mr Mills confirmed that an incident number has been issued and agreed to contact the local newspaper for a press release to be issued.</p> <p>Chris Greenfield presented his recommendations for tree planting and the Clerk briefed members on the process for TDC’s tree grant application. Approval for the location of the trees has been granted from TDC and Trevor Mills confirmed that TDC will take on responsibility for watering and future maintenance.</p> <p>RESOLVED: To approve the tree planting recommendations and submit to TDC as part of their Tree Grant Programme. Clerk to place an order for supply, delivery and planting at a cost of £970.</p>
E33/16	<p><u>FLOOD MEMORIAL AREA</u> Members were made aware that Mr Morrison is no longer in a position to continue to look after this area. Cheryl Thompson has offered to undertake the task of maintaining this area and advised members that the boat will hopefully hold out until spring but one of the trees has unfortunately died. Members thanked her for very kind offer. Harwich Community Primary School have confirmed that the remaining balance for the grant awarded to them for planting in this area is £258. The Clerk agreed to investigate the ownership/responsibility for the Flood Memorial area.</p> <p>RESOLVED: Clerk to advise Harwich Community Primary School that Fraser Morrison is no longer able to assist with planting and that Cheryl Thompson has kindly offered to assist.</p>
E34/16	<p><u>PUTTING GREEN WORKING PARTY</u> No further update.</p>
E35/16	<p><u>EMERGENCY GUIDELINES CARD</u> In Councillor C Powell absence, the Clerk confirmed that a working party meeting was held on 21st September 2016 and was also attended by Catherine Boyer-Besant where the draft content was reviewed and printing costs and distribution methods were discussed. A further enhanced leaflet is being drawn up and quotations for printing sourced.</p>

E36/16	<p><u>LOCAL HIGHWAYS PANEL</u> Councillor I Henderson provided the Chairman with the following update: •Williamsburg Ave – Parking restrictions are now in place. Residents have been given contact details to report HGVs parking in the restricted area. No through road signs have been erected but size and location are inadequate. •Gateway Sign – Historic Harwich – Still under validation as these signs are normally for rural areas only.</p> <p>The next meeting of the LHP is scheduled for 20th November 2016.</p>						
E37/16	<p><u>COMMUNITY NOTICE BOARD</u> Members agreed with siting the third community notice board at Upper Dovercourt Green and reviewed the quotation received. RESOLVED: Clerk to advise TDC of the suggested location on upper Dovercourt Green and seek approval for the placement of the notice board. FURTHER RESOLVED: Once approval gained, Clerk to order a double door notice board from The Acorn Workshop at a cost of £997.50.</p>						
E38/16	<p><u>BUDGET FOR MUNICIPAL YEAR 2017/18</u> The Chairman provided members with an update on budgets spent year to date and expenditure due to be incurred for 2016/2017. Members discussed possible future projects and proposed budgets for 2017/18. As he chairs F&GP committee and was acting as a substitute for this E&C committee meeting, Councillor Calver chose to abstain from discussions and voting. RESOLVED TO RECOMMEND: Budget for the Municipal Year 2017/18</p> <table data-bbox="300 972 1331 1070"> <tr> <td>MEMORIAL EARMARKED FUND</td> <td>500</td> </tr> <tr> <td>ENVIRONMENT SCHEMES/PROJECTS</td> <td>2500</td> </tr> <tr> <td>TREE & SHRUB PLANTING</td> <td>1000</td> </tr> </table>	MEMORIAL EARMARKED FUND	500	ENVIRONMENT SCHEMES/PROJECTS	2500	TREE & SHRUB PLANTING	1000
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E39/16	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u> •Thank you letter from the organisers of the Community Flower Festival at St Nicholas Church – noted</p>						
E40/16	<p><u>DATE OF NEXT MEETING</u> The next meeting of the Environment & Community Committee will be held at the Guildhall, Church Street, Harwich on 6th December 2016 commencing at 7pm.</p>						

The Chairman closed the meeting at 8pm

CHAIRMAN

DATE