

**HARWICH TOWN COUNCIL**  
 Guildhall, Church Street, Harwich, Essex CO12 3DS  
 Tel: 01255 507211  
 email: [info@harwichtowncouncil.co.uk](mailto:info@harwichtowncouncil.co.uk)

**MINUTES**  
**of the Meeting of HARWICH TOWN COUNCIL**  
 held at  
**The Guildhall, Church Street, Harwich**  
 on  
**Tuesday 15<sup>th</sup> October 2024 at 7.05pm**

<b>Present:</b>	<b>Councillors Armstrong, Calver, Fay, Fowler, McLeod, Powell, Saunders, Smith, Todd and Wade</b>
<b>In the Chair:</b>	<b>Councillor P Morrison</b>
<b>Clerk:</b>	<b>Ms Lucy Ballard</b>
<b>Also present:</b>	<b>0 members of the public, 1 member of the press and Ian Killion, Harwich RNLI.</b>

The Chairman welcomed Ian Killion from the Harwich RNLI.

<b>065/24</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Cllrs Chable, Davidson, I Henderson, J Henderson and Richardson
<b>066/24</b>	<b><u>DECLARATIONS OF MEMBERS' INTERESTS</u></b> Cllrs Calver and Fowler declared a personal interest in item 10, as trustees of the Harwich Society.
<b>067/24</b>	<b><u>RNLI</u></b> <p>Ian Killion, Chair of the Lifeboat Management Group, Harwich RNLI, gave a presentation to members on the work of the charity.</p> <p>Following a change in leadership, Ian has been chairman of the LMG since May and his role is to coordinate activities and build community links. He thanked the council for their support so far and referred to the civic church service held earlier this year to celebrate the 200<sup>th</sup> anniversary of the RNLI. In 2025, it will be 60 years since the RNLI was established in Harwich and in 2026, it will be 150 years since the first RNLI lifeboat was placed.</p> <p>In 2023 they aided 98 callouts and saved 46 lives and in 2024 there were 69 callouts and saved 55 people. There were 21 callouts in August alone, which were largely to windsurfers and paddle boarders. They have 27 crew but they need more, which they are advertising for. They also need volunteers. They visit local schools to promote water safety and have already visited 5 of the 7 local schools. The RNLI is fully funded from a range of sources such as grants and donations and they managed to raise £50k last year, with running costs at around £300k per annum.</p> <p>They would like HTC to support their events and they're looking to build links with Harwich Haven Authority and others. There is a Christmas Fayre in December and they hold regular coffee mornings too.</p>

	<p>Cllr Calver asked how many are in a crew. Ian said they need 6 if they go out but inshore is 3. The larger vessel can hold around 100 people.</p> <p>He also asked what the range is. Ian said they have taken the vessel to Holland previously. It can travel at speeds up to 25 knots.</p> <p>Cllr Fowler has been a Shoreline member of the RNLI for a number of years and receives regular publications and asked if there were any publications from the local branch. Ian said this was in progress.</p> <p>With no further questions, Cllr Morrison thanked Mr Killion for his time.</p>
<b>068/24</b>	<p><b><u>PUBLIC QUESTIONS</u></b> None</p>
<b>069/24</b>	<p><b><u>MAYOR'S ENGAGEMENTS</u></b> Members acknowledged a list of recent engagements attended by Cllr Morrison.</p> <p>Cllr Todd, as Deputy Mayor, attended the CVST Volunteer Day on 18<sup>th</sup> September.</p>
<b>070/24</b>	<p><b><u>MINUTES OF LAST MEETING</u></b> <b>RESOLVED:</b> That the Minutes of the meeting of Harwich Town Council held on 5<sup>th</sup> September 2024 (circulated separately) were approved as a correct record.</p>
<b>071/24</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u></b></p> <ul style="list-style-type: none"> <li>• <b>MIN 056/24</b> – Members acknowledged a reply from LINK following a letter regarding banking hubs and access to cash in light of TSB and Halifax branch closures, and considered whether to appeal the decision not to recommend the provision of any new cash services in Harwich, following a reassessment.</li> </ul> <p>The clerk clarified the enquiry to LINK, which was to be kept updated following their reassessment.</p> <p>Members felt that responses should be chased from Santander and Halifax and continue to press the issue of the provision of a Banking Hub and write to LINK about this. Additionally, write to Sir Bernard Jenkin MP to enquire about how to go about achieve a banking hub in our area.</p> <p>The clerk agreed to chase responses and suggested that to contact other areas where banking hubs exist, may be a good place to start.</p> <p><b>RESOLVED:</b> To chase up the banks which are yet to respond to the council's original correspondence, write to LINK about the provision of Banking Hubs and write to Sir Bernard Jenkin MP about the how best to achieve this in our area, making enquiries as necessary with other areas which have a hub.</p> <p><b>GC/CP</b></p> <ul style="list-style-type: none"> <li>• <b>MIN 056/24</b> – It was reported that Royal Mail has appointed 5 new 'posties' within the Harwich area and have made changes to delivery rounds to improve the efficiency of parcel and letter deliveries. Cllr Calver said he'd received feedback that things are improving. Cllr Armstrong also reported improvement in her area.</li> <li>• <b>MIN 057/24</b> – It was reported that the preferred Harwich location for one of the proposed 5 Playzones in the Tendring District is Cliff Park, and members considered whether to request that the HTC-managed land, presently used for pitch 'n' putt is considered for the priority list for the following year's projects (subject to funding availability). Cllr Calver confirmed that if there is the possibility of another Playzone being sited within the next 12 months, and HTC</li> </ul>

	<p>wished to lodge its interest in this, it would mean continuing as is for another year with the Putting Green.</p> <p>Cllr Wade asked if it was still worth considering other options for future use in the meantime. Members agreed it would mean that nothing could progress whilst waiting to hear on the Playzone opportunity.</p> <p><b>RESOLVED:</b> To relay the council's interest in the next round of funding and retain the working party to enable future discussions as and when needed.</p> <p>• <b>MIN 058/24</b> – Feedback from Clare Leach of Harwich Sing Tendring Voices on the HTC-funded Golden Oldies Dementia Friendly sing along sessions was relayed to members who discussed her suggestion of comprising a small committee to promote the sessions.</p> <p>Cllr Fowler thanked Claire Leach for her feedback. She confirmed we have a small number of councillors - Cllrs Saunders, Wade, Chable and Armstrong - who already volunteer with these sessions and who may be able to assist in promoting the sessions. She suggested flyers to be distributed and something to go online. The clerk confirmed that flyers had been designed, which would be distributed by Cllrs Saunder and Wade and that the sessions were advertised on the HTC website.</p> <p>Cllr Calver thanked the office team on the success of the Memory walk, which was well-attended.</p>
<b>072/24</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u></b></p> <p>• <b>MIN 129/23</b> – It was reported that Agewell East had stepped down as chair of the Tendring Dementia Friendly Community and the Dementia Friendly Communities Programme is in the process of being redesigned and will become an Essex County Council initiative instead of an Alzheimer's Society one. Members considered whether to continue engagement with Essex County Council and its new programme, which goes live on 23<sup>rd</sup> October.</p> <p><b>RESOLVED:</b> To appoint Cllr Alan Todd to attend an initial meeting and report back at the next meeting.</p>
<b>073/24</b>	<p><b><u>POLLING PLACES REVIEW</u></b></p> <p>Members considered proposals under Phase 2 of the Polling Places Review.</p> <p>Cllr Morrison was content with the proposals for the use of Long Meadows Community Centre Tollgate Ward. Cllr Davidson was also content with the proposals for the Vines and Parkeston Ward (The Vibe Youth Centre).</p> <p><b>RESOLVED:</b> To submit comments to TDC.</p>
<b>074/24</b>	<p><b><u>OUTREACH AND ENGAGEMENT OFFICER</u></b></p> <p>The chairman updated members following an informal request from the Harwich Society in relation to the appointment of an Outreach and Engagement Officer. She explained that the advice received was that it would not be appropriate for the council to appoint the employee. It is understood that the Harwich Society is pursuing other options.</p>
<b>075/24</b>	<p><b><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></b></p> <p>• Cllr Powell reported on the Tourism Group, which includes the Harwich Accelerator Programme and that he has been appointed to the board. He reported that in the first year, they had £50k to spend on High Street improvements, with a spend deadline of March 2024. In this second year there is a further £187k available to be spent before the end of March 2025. One of the likely activities is to remove the redundant cables across the High</p>

	<p>Street. They also have the funds to offer grants to business owners for premises improvements. Once ideas have been put forward, they have to go through a stringent approval process before proceeding so it can take time for ideas to come to fruition.</p> <p>Members congratulated Cllr Powell on his appointment to the board of the Accelerator Programme.</p> <ul style="list-style-type: none"> <li>• Cllr Todd reported on a meeting of the HIP and they're not looking to repair the quay front at the moment. They've applied for the Marine Licence but can't do anything until that is completed. London Gateway is taking away much of the trade owing to smoother operations for transport companies.</li> <li>• Cllr Calver advised members that arrangements have begun for the Holocaust Memorial Day commemorations on January 27<sup>th</sup> 2025, at the memorial on the Quay.</li> <li>• Cllr Wade reported that unlike other areas, membership is increasing at the Harwich branch of the RBL.</li> </ul> <p>The chairman advised members that there is a quiz this Saturday at the Park Pavilion to raise funds for the RBL, for who the Asst. Clerk is running in the London Marathon next April.</p>
076/24	<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>• <b>Finance &amp; General Purposes Committee</b> – 24<sup>th</sup> September 2024</li> </ul> <p>Members considered recommendations from the committee in relation to grant funding to The Harwich Quay New Years Eve Fireworks (£2500) and Harwich Electric Palace Trust (£5000) and <b>RESOLVED:</b> To award grants as presented.</p> <ul style="list-style-type: none"> <li>• <b>Environment &amp; Community Committee</b> – 9<sup>th</sup> October 2024</li> </ul>
077/24	<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>
078/24	<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 only</i>).</li> <li>• Cllr Wade has had it reported to him that the PCSOs are not seen out and about.</li> <li>• Members <b>noted</b> receipt of latest report from the Harwich Festival.</li> <li>• Cllr Calver briefed members that this coming Friday, the Council is hosting the commissioners and senior management team of Historic England. They are spending the entire day in Harwich, visiting various landmarks including the Leading Lights.</li> <li>• Cllr Armstrong referred to an article she'd been told of, about lovely unseen places, and Harwich was included. Cllr Fowler mentioned that a TV crew will be in Harwich soon to film around the Treadwheel Crane.</li> <li>• Cllr Morrison referred to the success of the Harwich International Shanty Festival and that it was encouraging visitors to return to Harwich to spend more time in the town.</li> <li>• Cllr Calver referred to a Guildhall tour he'd given to the Chief Executive of TDC and his Canadian cousins, both of whom are academics and one being a professor at the University of Vancouver with an office at the British Museum.</li> </ul>

	Having paid particular interest in the carvings in the Gaol, he believes there could now be some movement on investigating the carvings further as it's believed that the Gaol holds the most important set of known carvings in the country.
<b>079/24</b>	<p><b><u>DATE OF NEXT MEETING</u></b></p> <p>The next meeting of Harwich Town Council will be held on <b>Thursday 28<sup>th</sup> November 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 8.35pm

**CHAIRMAN**

**DATE**