

HARWICH TOWN COUNCIL

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MINUTES

of the Meeting of HARWICH TOWN COUNCIL

held at

The Guildhall, Church Street, Harwich

on

Tuesday 2nd September 2025 at 7.21pm

Present:	Councillors Calver, Davidson, Fay, I Henderson, J Henderson, McLeod, Powell, Smith and Wade
In the Chair:	Councillor P Morrison
Clerk:	Ms L Ballard
Also present:	Rev. Cannon Ian Smith

Prayers were taken by the Rev. Canon Ian Smith.

057/25	<u>APOLOGIES FOR ABSENCE</u> Cllr Armstrong, Chable, Fowler, Richardson, Saunders and Todd
058/25	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
059/25	<u>PUBLIC QUESTIONS</u> None
060/25	<u>MAYOR'S ENGAGEMENTS</u> Members acknowledged a list of recent engagements attended by Cllr Morrison, which had been previously circulated. She referred to the Air Rescue UK event, which was incredibly worthwhile. Cllr Fay, as Deputy Mayor, attended the selection of the EACH Postcard Competition on 27 th August. Some entries were brilliant. They are hoping for a similar event around Christmastime.
061/25	<u>MINUTES OF LAST MEETING</u> RESOLVED: That the Minutes and Confidential Minutes of the meeting of Harwich Town Council held on 16 th July 2025 (circulated separately) were approved as a correct record. FURTHER RESOLVED: That the Minutes and Confidential Minutes of the Extraordinary meeting of Harwich Town Council held on 7 th August 2025 (circulated separately) were approved as a correct record.
062/25	<u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u> None
063/25	<u>MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS</u> • MIN 121/24 – Members reviewed the decision on appointing an apprentice

	<p>for Harwich Town Council. The clerk relayed information gleaned from Career Track in relation to the levies and incentives that the council would be eligible for as well as the current apprentice pay rate.</p> <p>RESOLVED: To proceed with the appointment of an apprentice Administration Assistant, to commence as soon as possible after Christmas.</p> <p>• MIN 140/24 – The clerk confirmed the final VE-Day 80 activity of film showings of ‘Their Finest’ at the Electric Palace had taken place bringing the total expected cost of all activities to £1692.93.</p>
064/25	<p><u>REQUESTS FOR USE OF ARCHIVED MATERIALS</u></p> <p>Members considered the following requests:</p> <ol style="list-style-type: none"> 1. Permission sought from Mr Peter Boyden to reproduce photographs of John Henry Vaux and William Groom for the purpose of publishing a biography of the Ipswich civil engineer Peter Schulyer Bruff. <p>RESOLVED: To grant permission on condition that the necessary acknowledgements are given.</p> <ol style="list-style-type: none"> 2. Permission sought from Mrs Celia Strachan on behalf of the Colchester Medical Society to copy part of Accession 357 in relation to the old Harwich Hospital for the purpose of publishing a book on the history of local hospitals. <p>RESOLVED: To grant permission on condition that the necessary acknowledgements are given.</p>
065/25	<p><u>BRIEF REPORTS BY MEMBERS APPOINTED TO OUTSIDE BODIES BY THE COUNCIL</u></p> <p>• Cllr I Henderson attended the 150th anniversary of Friends of Esplanade Hall, which was a very nice event. He also reported the current value of the Legacy Fund and that the Accelerator Group website is up and running. www.visitharwich.co.uk</p> <p>• Cllr Powell attended a meeting of Haltermann Carless and reported that owing to the downturn in fuel manufacturing, the company which has taken them over has decided to close some of the parts of the business, including the head office on Leatherhead. They will concentrate on other areas and those staff from Leatherhead will be relocated to Harwich and will continue their manufacturing.</p> <p>Cllr Davidson mentioned the benefit to the waterways with the new way of manufacturing fuel from human waste.</p> <p>• Cllr Wade reported that the RBL is going from strength to strength.</p> <p>• Cllr Morrison attended the Ark Centre AGM and they are going from strength to strength. The chair has stepped down and Cllr Chable has taken up the vacant trustee role. They had an ‘Excellent’ OFSTED report.</p>
066/25	<p><u>COMMITTEE MEETING MINUTES</u></p> <p>Members received the Minutes of the following meetings:</p> <ul style="list-style-type: none"> • Allotments Committee – 22nd July 2025 • Extraordinary F&GP Committee – 23rd July 2025
067/25	<p><u>ACCOUNTS</u></p> <p>RESOLVED: To receive the financial report and to approve accounts for payment as per the schedule (circulated separately).</p>

068/25	<p><u>CORRESPONDENCE RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <p>The clerk confirmed that the AGAR had been returned today without any issues and that she would carry out the necessary reporting actions and would formally report this at the next meeting.</p>
069/25	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of Harwich Town Council will be held on Tuesday 14th October 2025 at The Guildhall, Church Street, Harwich at 7.00pm, or at the rise of the Town Planning Committee, whichever is the later.</p>

The Chairman closed the meeting at 8.03pm

CHAIRMAN

DATE