

HARWICH TOWN COUNCIL

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MINUTES of the Meeting of the ENVIRONMENT & COMMUNITY COMMITTEE

held on

Wednesday 8th October 2025 at 7.00pm
at The Guildhall, Church Street, Harwich

Present:	Councillors Davidson, McLeod, Smith,
In the Chair:	Councillor Fowler
Clerk:	Ms Maree Ratcliffe
Also present:	Ms Lucy Ballard, Clerk to the Council, Horticultural Advisor - Cheryl Thompson 0 members of the public and no members of the press

PUBLIC QUESTION TIME: Cheryl Thompson referred to Agenda Item 13 regarding HGV parking along Marine Parade. The Chair advised Cheryl Thompson to contact the Ward Councillor, Garry Calver regarding this.

E14/25	<u>APOLOGIES FOR ABSENCE</u> Cllrs Armstrong, Fay, Morrison, Saunders and Wade.
E15/25	<u>DECLARATIONS OF MEMBERS INTERESTS</u> None.
E16/25	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: that the minutes of the Environment & Community Committee meeting held on 1 st July 2025 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.
E17/25	<u>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</u> <u>MIN E05/25 – FAULTY STREETLIGHT, ST NICHOLAS CHURCH</u> A site meeting was held on Tuesday 16 th September in the grounds of the church to discuss the faulty streetlight. This was attended by Cllr. Fowler, Cllr I Henderson, Jenny Wilkison (TDC), Rev Canon Ian Smith, Assistant Clerk and Anna Rendell-Knights to ascertain responsibility for the light and the power supply. Discussion took place and it was confirmed by the TDC representative that the lighting was the responsibility of the church. Cllr I Henderson advised that contact be made with Trinity House and HHA to seek assistance in providing a vehicle high enough to change the bulb for the church. Contact was made, unfortunately neither were able to assist. Rev Canon Ian Smith to obtain quotes for the repair of the streetlight including hiring of cherry picker or scaffolding, either funded from the church budget or to consider applying for grant funding from Harwich Town Council.

	<p><u>MIN E05/25 – WILDER TOWNS INITIATIVE</u> The Assistant Clerk updated members regarding the Wilder Towns Initiative. The Assistant Clerk has contacted Jon Attiwell via email on two occasions; however, no response has been received.</p> <p><u>MIN E11/25 LITTER PICKING INITIATIVE</u> The Assistant Clerk advised members contact had been made with Harwich Litter Pickers regarding Bathside as an area of concern, however Harwich Litter Pickers will not be tackling the area soon. The next litter pick will be on 22nd October 2025 for anyone wishing to join them. No area has been confirmed as yet.</p>
E18/25	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u> None.</p>
E19/25	<p><u>HORTICULTURAL REPORT</u></p> <p>Report received from Cheryl Thompson, Horticultural Advisor</p> <p>The Horticultural Advisor reported to committee concerns regarding trees in Cliff Park. They are not in good condition, and due to lack of watering they may not recover. There are not many hydration bags. The bags are not being replenished with water. The key to planting trees and success is water. One Barcham bag costs £29. Cllr Davidson informed members that this is an issue everywhere at present. Lots of trees being planted, however they are not being maintained which a concern as a costly project.</p> <p>RESOLVED: Assistant Clerk advised by Chair to contact Tendring District Council Open Space Team and make them aware.</p>
E20/25	<p><u>LHP PANEL</u> Nothing to report.</p>
E21/25	<p><u>RECYCLING BOXES</u> Members considered the purchase of recycling boxes to store at the Guildhall to provide to local residents. The Assistant Clerk presented to the committee costs and what options could be considered.</p> <p>Concerns were raised that this could potentially increase the workload of staff, storage issues and be an unsustainable drain on council finances. It was confirmed that the provision of these boxes is the responsibility of Tendring District Council.</p> <p>RESOLVED: The proposal to store and sell recycling boxes at the Guildhall for the public was declined by committee members.</p>
E22/25	<p><u>HARWICH TURNPIKE ROAD</u> On Wednesday 16th July 2025 at a Full Council Meeting, Philip Cunningham from the Manningtree Museum gave a presentation to the committee regarding the installation of three replacement cast iron milestones within the Harwich and Dovercourt Area.</p> <p>The committee discussed the possibility of purchasing three milestones at a cost of £500 each to place in three areas of the town. These areas are as follows:</p>

	<ul style="list-style-type: none"> - Gypsy Lane would be next to the original stone mile post in the exact location. Permission required from Essex County Highways. - Mile post near The Fryatt Hospital would be placed on private land near the hospital. Permission would be sought from the landowner. - Mile post in Dovercourt town centre would be located at the front of the new car park in town. Permission required from Tendring District Council. <p>It was confirmed that there are sufficient funds in the current budget to cover the costs of purchasing the milestones and installation.</p> <p>RESOLVED: Committee members agreed to fund the purchase and installation of replacement new milestones at a cost of £1500, to be expended from the Schemes and Projects budget. Members were not in agreement to accept ownership and ongoing maintenance. The Assistant Clerk to contact Philip Cunningham to proceed.</p>						
E23/25	<p><u>BAD WEATHER CONDITIONS</u></p> <p>The Assistant Clerk reported on the preparatory arrangements in place in readiness for the coming winter, that salt will continue to be held at HCCP.</p> <p>Assistant Clerk informed members that she had made contact with Sarah Nicholson at HCCP and there are no issues storing the salt this year, except that the entrance has now changed. Sarah will revert regarding access.</p> <p>It was noted that volunteers would be required to distribute leaflets around the town including upper Dovercourt Area regarding to advise of HTC's salt scheme initiative. Assistant Clerk to email all councillors.</p>						
E24/25	<p><u>TDC LOCAL COMMUNITY RESILIENCE WORKSHOP REPORT FROM REPRESENTATIVES</u></p> <p>Due to Cllrs Saunder and Armstrong unable to attend this meeting, a report could not be presented on their attendance at Local Community Resilience workshop held on Wednesday 17th September 2025 in Clacton.</p> <p>The Chair requested if this report could be circulated to members via email.</p> <p>The appointment of representatives for the 2025/2026 Municipal Year will be deferred until the next meeting taking place in January 2026.</p>						
E25/25	<p><u>BUDGET UPDATE</u></p> <p>Members received the budget update and proposed 2026/27 budget prepared by the Assistant Clerk and RESOLVED to adopt the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Tree shrub and Planting Budget:</td> <td style="text-align: right;">£1000</td> </tr> <tr> <td>Schemes and Projects spend:</td> <td style="text-align: right;">£2000</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL: £3000</td> </tr> </table> <p>Memorial Ear Marked Reserve: £4919.84</p>	Tree shrub and Planting Budget:	£1000	Schemes and Projects spend:	£2000		TOTAL: £3000
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E26/25	<u>MATTERS RECEIVED IN THE POST OR ITEMS RAISED BY MEMBERS</u>
	<u>Car parking issues -Birch Avenue / Old Vicarage / Elmhurst Road</u>
	Unsafe parking in areas around Birch Avenue, Old Vicarage Road and Elmhurst Road. Becoming increasingly dangerous on the corners
	RESOLVED: The committee agreed to support an application which is being submitted by a local resident for restrictions to be put in place.
	<u>Parking of HGV's near the leading lights, Marine parade and weight restrictions.</u>
	If an application is submitted, the committee will agree to support this.
	<u>Harwich Litter Pickers Quiz Night</u>
	A quiz is taking place on Monday 20 th October at 7pm at Wetherspoons to raise funds for Harwich Litter Pickers. Cost is £3.00 and teams can be up to 6 persons. The Assistant Clerk will email councillors regarding this.
E27/25	<u>DATE OF NEXT MEETING</u>
	The next meeting of the Environment & Community Committee is scheduled to be held at 7.00pm , on Thursday 22nd January 2026 at The Guildhall, Church Street, Harwich.

The Chairman closed the meeting at 19.45pm

CHAIRMAN

DATE