Meeting Notes

Present:

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<th>Name</th>
<th>Organisation</th>
<th>Management Team Member</th>
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<td>Andrew St Joseph (ASJ)</td>
<td>Essex Coastal Farmers</td>
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<td>Anthony Sinclair</td>
<td>Friends of Heybridge Lakes</td>
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<td>Cllr Adrian Flukaer (AF)</td>
<td>Maldon District Council</td>
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<td>Cllr Lew Schnurr (LS)</td>
<td>Heybridge Parish Council</td>
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<td>Cllr Michael Edwards (ME)</td>
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<td>Cllr Penny Channer (PC)</td>
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<td>Cllr Ron Pratt (RP)</td>
<td>Maldon District Council</td>
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<td>Gerry Courtney (GC)</td>
<td>Maldon Harbour Improvements Commissioners</td>
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<td>Jean Allen (JA)</td>
<td>Bradwell Parish Council</td>
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<td>John Oatham (JO)</td>
<td>Mayland Parish Council</td>
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<td>Julian Goldie (JG)</td>
<td>Tollesbury Marina</td>
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<td>Marian Gibson (MG)</td>
<td>St Lawrence Parish Council</td>
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<td>Nick Fenwick (NF)</td>
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<td>Paul Haworth (PH)</td>
<td>Dengie Hundred Bus Users’ Group</td>
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<td>Paul Jeffries (PJ)</td>
<td>CCT Chairman – Topsail Charters</td>
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<td>Roy Chandler (RC)</td>
<td>Essex Waterways Ltd</td>
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<td>Russell G Everard (RGE)</td>
<td>CCT Meeting Facilitator</td>
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<td>Suzanne Harris (SH)</td>
<td>Rural Community Council for Essex</td>
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1. Welcome, Apologies & Introductions

Chairman Paul Jeffries opened the meeting and invited Marian Gibson to share some interesting facts on the meeting location. MG reminded the meeting that the venue was actually on Ramsey Island, and until recently had not experienced any form of private or commercial development. The number of dwellings started to grow in the 1930s, when a lot of properties were ‘East Ender’ holiday homes. St Lawrence hosted a military and prisoner of war camp between 1939 and 1945, and it was fashionable in the 50’s as a place for holiday makers. The last 30 years have seen more people taking up permanent residence. The key attractions for visitors include the wildlife offering of marsh harriers and curlews, and the great expanse of water for sailing and water sports enthusiasts. The village is relatively quiet from September onwards, and there is some public car parking available (50-60 spaces), albeit with a short walk to the waters edge.

2. Declarations of Interests
There were no declarations of interest.

3. **Notes from and Actions from the CCT meeting held on the 25th July 2016.**

The meeting notes were approved.

- **CCF Round 4 Bids**: PJ reported that bids submitted by Maldon DC and Essex CC, and supported by the CCT, had not been successful. Nicky Spurr, Essex CC had asked to thank the Maldon & Blackwater Estuary CCT for its support. It was hoped that other funding opportunities for these 2 projects, as well as others, would arise in the near future.

- **Great British High Street Awards**: RGE confirmed that a submission from Bright’s Path, Maldon, had been endorsed by the District Council. The applicant was waiting to hear from the Awards organisers.

- **Demand Led Transport**: LS explained that he had met on two occasions with a local demand led provider who covered Bradwell to Maldon and onwards to Broomfield Hospital. The service operated every 2 hours between 07:00 and 20:00, and accepted concessionary passes. It was suggested that the service could be promoted via a sign post which carried an appropriate logo and timetable. LS will obtain the operational detail and share it with the Team.

  PH said that Essex CC was also looking at ways of serving Bradwell.

- **Terms of Reference**: RGE stated that suggested amendments to the Terms of Reference, along with development of a Memorandum of Understanding for members of the CCT Management Team was still work in progress. ASJ offered to work with RGE on the documents.

4. **CCT Newsletter/Leaflet**

- **PJ** reported on the Management Team’s proposed approach to procuring a newsletter. He hoped to produce something similar to the ‘Blackwater Matters’ publication which could be provided in electronic and printed format, and carry information on events, tides, project progress and ideas. The document would seek to inspire others and create a sense of community. Marian Gibson had agreed to lead on the project, with support from Julian Goldie, Lew Schnurr and Jean Allen. Nicky Spurr had also offered editorial support. MG suggested that parish councils and others could provide www links to the newsletter.

  The sub group was to meet at the conclusion of this CCT meeting.

5. **Car Parking Survey**

- **MG** reported that a number of questionnaires were still to be returned, and that she would be chasing the documents. Feedback from questionnaires received to date suggested that the issue of visitor parking would likely need to be escalated to the District Council. It was hoped that the survey would also identify available space,
perhaps at village halls, schools and commercial premises, which could be made available at weekends and outside normal working hours.

- The idea of a parking hub, perhaps linked to a visitor centre, could help provide a solution by using mini buses to various tourist locations was discussed. A ‘Vintage’ bus tour 3 times a year was also suggested. PH supported the idea.

- LS shared his positive view of the *circa* 100 place Heybridge Basin car park as being an economic benefit to the Heybridge community. LS explained that a period of charging had been tried, but had not been successful, and it was hoped that parking at the Basin would continue to be provided free of charge.

- ASJ suggested that some fields may be suitable for parking, but would need some form of revenue to provide access and to maintain a surface. It was understood that Bradwell Parish Council was speaking with the Power Station regarding future use of their car park.

- **ACTIONS:** PJ was to seek a view on all survey responses from the Management Team at its next meeting.

6. **Heybridge Basin Signage Hub**

- A copy of the *Draft Content Heybridge Basin Hub - Double Panel Interpretation Board* had been circulated with the meeting agenda.

- LS confirmed that Heybridge Parish Council had given its support to the proposals for the Heybridge Basin hub, subject to reviewing the detailed text which would be carried on the board. The meeting was also happy to offer its ‘in principle’ support for the proposed hub. ASJ also confirmed that Tollesbury Parish Council had supported the proposed hub for Tollesbury. Maldon Fullbridge was also considered to be a suitable location.

- RP mentioned the use of a graffiti resistant film which had been successfully used in Burnham-on-Crouch on signage. RE will share this information with the Dengie Gateway Project team.

- **ACTIONS:** CCT members to share their comments/concerns with Marion Sidebottom at marion.sidebottom@maldon.gov.uk as soon as possible.

    RE to circulate locations of signage hubs along with details of the Heybridge Basin Hub.

7. **Proposed Project List**

- PJ opened up a debate on potential projects for the CCT to pursue. The list of proposed projects, previously circulated, was discussed and it was agreed to include Demand Led Transport, Vintage (bus) Tours, and MMO Tool Kit to the list. PJ was keen to involve local clubs and asked CCT members to come forward with ideas at
future meetings. In particular, PJ was keen to progress Heybridge Gravel Pits as a tourist offer, and Bradwell Observation Tower as a viewing point. AF suggested a site adjacent to Howe Outfall which could be promoted as a potential refuge for ramblers. There was also interest in improving visitor berths at Maldon.

- **ACTIONS:** CCT members to submit project ideas to the Chairman
  
  RE to update the Proposed Project List

8. **MMO Tool Kit**

- Andrew St Joseph shared his experiences of working with Marine Management Organisation (MMO), Natural England and the Environment Agency, and his thoughts on improving the process for obtaining licences. AST felt it necessary to speed up the application process by making information more readily accessible to applicants, and suggested that maritime environmental issues needed to be addressed as early as possible. Mention was also made to some 60 reportable breaches in the sea wall between this District and Skegness since 2013, and the importance of being proactive as well as reactive in addressing urgent works. Other CCT members shared similar experiences with the MMO.

- AJS proposed that work should be undertaken on developing a Tool Kit which would help applicants to work through the MMO process. RP endorsed the proposal and asked that the Crouch CCT be involved with a view to both CCTs benefitting from the Tool Kit.

- **ACTION:** ASJ to prepare a project outline and identify potential project funding.
  
  RGE to share project details with the Crouch CCT.

9. **Revitalise Tollesbury Waterfront**

- Julian Goldie presented a draft project proposal to revitalise Tollesbury waterfront. The project would focus on Woodrolfe Creek and the south channel of Tollesbury Fleet, and would include a site survey, application for appropriate licences, and dredging. JG explained that Tollesbury Parish Council had agreed to lead the project, and other partners included the Marina, Fellowship Afloat (FACT), the Sailing Club and Tollesbury Fairways Committee. The project was also gaining support from the local community. The project would likely secure contributions from the Parish Council and others. It was noted that similar projects had taken place in Walton-on-the-Naze and Wallasea Island.

- JG described anticipated project outcomes as improved access for larger boats, potential for new ferry service, more maritime associated jobs/employment, and increased tourism for the District. Some activity would need to commence during November 2016. RC suggested it was very important to emphasise the use of the silt, particularly to protect the saltmarsh.
RP commented that the works may not impact on tourism, but recognised that Tollesbury was extremely difficult to navigate, and that the RSPB at Wallasea Island was suggesting annual dredging to manage the site.

Members acknowledged that the proposal supported the CCT Economic Plan and felt that the works could have an impact on the number of visitors to the Marina and Tollesbury village. The meeting was also of the opinion that more work was required in order to build a business case to secure private or public funding interest. Members were pleased to offer their provisional support to the draft proposal.

**ACTIONS:** JG to develop and refine the business case/project proposal.

10. Social Media

PJ referred to the Social Media briefing note and informed the meeting that the Management Team had discussed the matter at some length and was of the opinion that email currently met the needs of the group, but was open to other suggestions.

John Oatham explained that he had set up a CCT closed group on Facebook and offered to manage the trial site on behalf of the CCT. This would include authorising membership of the closed group. SH suggested that at least 2 other CCT members should have access to the site, to provide cover in John’s absence. (This link will take you to the CCT Facebook site [https://www.facebook.com/groups/152018555224409/?fref=nt](https://www.facebook.com/groups/152018555224409/?fref=nt))

SH also offered to set up a trial Twitter account for the CCT, details of which will be shared with the group.

**ACTIONS:** John Oatham to manage the Facebook site, to appoint 2 other CT members as back-up to authorise membership etc, and report back to next CCT on take up and activity.

Suzanne Harris to set up trial Twitter account and share address details.

11. CCT Project Proposal Template

JG commented that the Template had been very helpful to him when drafting the proposal for revitalising the Tollesbury waterfront.

SH proposed some improvements to the template including sustainability and match funding, and it was agreed to amend the template accordingly.

**ACTIONS:** RGE to amend Project Proposal Template.

12. Maritime Sector Update

RE reported that the Economic Development team was currently identifying local stakeholders and compiling a comprehensive list of maritime related businesses within the district. A meeting was to be arranged between Charlie Fillingham, Chairman of the
Maldon Place Board, and Paul Jeffries, CCT Chairman, to discuss opportunities to bring businesses together from across the District with a view to addressing current and future skills shortages, and identifying other key challenges for the industry. A progress report will be provided at the next CCT meeting.

- PC suggested that the National Maritime organisation could help with identifying stakeholders, and to contact the Essex Skills Board for any information they may have on the District’s maritime sector. PC also felt that contact with local schools could help with longer term recruitment issues.

13. Other Business

- There was no other business.

14. Date & location of next meeting

- Thursday 19th January 2017, commencing at 14.00. Venue to be advised in due course.

The meeting closed at 16:30

Lew Schnurr thanked Stone Sailing Club for hosting the meeting and for providing refreshments.

PLEASE REMEMBER TO COMPLETE THE ATTENDANCE REGISTER AT EVERY MEETING

......ENDS......