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|  | Item | Action By |
| 1. Welcome and Introductions | Attendees    Ian Davidson ID Tendring District Council  Martyn Knappett MBK Tendring District Council (Chair)  Emma Haward EH Tendring District Council  Cllr. Nick Turner NT Tendring District Council  Ian Taylor IT Tendring District Council  Damian Williams DW Tendring District Council  James Ennos JE Tendring District Council  Michael Cross MC Tendring District Council  Cllr. Mark Platt MP Tendring District Council  Christine Berton CB Essex Wildlife Trust  Lisa Smart LS Essex Wildlife Trust  David Eagle DE Land Owner  Terry Lawrence TL Naze Protection Society  Michelle Nye-Brown MNB Naze Tower  Carol Livermore CL Naze Protection Society  Paul Jeffrey PJ Naze Protection Society | MBK |
| 1. Apologies for absence | Apologies received:  Cllr. Terry Allen TA Frinton and Walton Town  John Lindsay JL Environment Agency  Kerry Rhodes KR Anglian Water  David Gager DG Naze Protection Society  Jennie Wilkinson JW Tendring District Council  Cllr. Simon Walsh SW Essex County Council  Cllr. Delyth Miles DM Tendring District Council  Abby Bumstead AB Essex Wildlife Trust  Andrew Hartley AH Natural England | EH |
| 1. Minutes from previous meeting/matters arising | NT referred to item 4 of the previous minutes, is there an update for the salt marsh or habitat restorations? LS to look into findings/more information. No current update.  NT referred to the previous minutes where EWT plan to produce Site Management Plan, is there an update? LS confirmed that producing Site Management Plans were a complex strategy, EWT are currently working on a framework working on a template from Fingringhoe. The framework will be completed by April, a draft to be brought to the board in March.  NT – Is there any progress with the North Corner? JE confirmed the drone does not have the capabilities needed to put together the work as planned. We are potentially looking at undertaking a drone survey once a year. NT asked if before and after images were available. JE confirmed that Matt Cattermole, TDC is currently recreating the images. NT asked how Anglian Water responded to the recent letter confirming work has been completed. JE confirmed Anglian Water‘s response was positive. NT also asked for an update on progress for using stiff clay. JE confirmed 4 million cubic metres are currently being dredged. Harwich International Port showed interest in the project, a license is at little cost however, this project will be less cost effective to them. MP requested that he is copied into further correspondence. JE – we are not in a full position to fund full feasibility. | EWT  EWT  JE |
| 1. The Naze Education & Visitor Centre | CB - we have received less visitors than in 2017 due to weather conditions however, the satisfaction of customers remains great. EWT are engaging new visitors, schools are revisiting however; it has been a quiet season for communications. The Heritage Lottery Fund have funded EWT’s website showing the upcoming week of guided walks. LS - We are looking into expanding our walks to pre-school pupils and secondary pupils; we have had 5 A-Level pupils visit also. We are also thinking about providing talks at school grounds to save schools travelling. CB - EWT are holding monthly litter picks as far as the town centre with over 20 volunteers. NT asked if EWT were monitoring the quantity of litter collected. CB – we are not keeping track however, this is something we will do in future. MP mentioned the new display in the Education Room of the centre. EWT are engaging with primary schools giving a timeline, in future including facts about the megladon sculpture in the foyer. CB confirmed all sculptures along the trail should be settled in the new year following issues with stability. | EWT |
| 1. Practical Management Arrangements | IT – Tenders are now out for hard standing areas (previous minutes -tenders were not yet out for hard standing areas at this time). Although the visiting numbers have decreased for the centre, the car park’s revenue has increased. CB received concerns around faulty machines. IT raised cashless parking, this is continuing to grow.  IT to meet with EWT to discuss options and next steps. | IT/EWT |
| 1. Flood and Erosion – North East corner/North point | DE – is there any progress/news regarding the breakwaters? JE confirmed that this is a different side to engineering; we have seen evidence of repairs made from Bathhouse Meadow to Frinton-on-Sea. NT confirmed the sea has returned extra sand. JE to liaise with team regarding next steps for breakwaters. DE confirmed work on gabions is now completed. There is a proposal with Harwich Harbour for 2020 as they could potentially be losing land. The NPS would like this possibility to be eliminated for the future. NPS are trying to shift interest to North East Corner and Stone Point due to North Sea, what is our next priority? ID confirmed we are all open to new projects. NT says that we have proved to be a great facilitator and that part in particular is the most important part of the coastline.  ID – We have already got the right members and resources in place to do so and therefore; suggested the board produces a priorities table to focus on all areas including; what is affordable, identifying focus, NPS’s ambitions and carpark or events. DW suggested including potential funding to tie into the projects.  All agreed to send ideas to EH/JE to collate a table to discuss priorities in March. MBK suggested bringing terms of reference to the next board meeting.  IT – We have the skillset however, Hamford Water Management Committee overlaps, could we liaise with the committee to eliminate any conflicting ideas? DE - We need to engage with the committee as priorities will clash.  Potential projects:   1. Salt marsh regeneration 2. Rebuilding the North East Corner seawall 3. Rejuvenate the Naze Protection Society   DE – Natural England need to attend meetings more regularly. MBK confirmed contact with Natural England previously. It is important for us to be sensitive and compatible.  NT referred to the letter sent in May 2018 regarding hard clay. JE confirmed that we received a positive response; expressed interest and would like ‘partnership working’. JE to touch base with Port to discuss partnership working arrangements. NT to provide JE with contact to arrange to meet on site.  DE – Suggested using a sand engine, recently used in the Suffolk area which has proved to be successful. JE – principally, we need structures here in place in order to do so and assist. | JE  ALL  NT |
| 6a) | JE – Still waiting for costs, we have extended the steps of Crag Walk and this has been rebuilt over the Summer. This is a potential project for the priorities. | JE |
| 1. Naze events | CB – Reindeers and grotto has been popular and engaging with children. EWT are currently working on programme for Summer of 2019. EWT plan to hold a 40’s weekend, another Kite event and the Beacon Lighting event was spectacular. NT – The Frinton and Walton Heritage Trust could potentially hold talks at the centre. CB to liaise with the Trust to discuss support. MP thanked Open Spaces for their help with the carpark at the Beacon Lighting event. | EWT/MNB |
| 1. The Naze Tower update | MNB to meet with EWT to discuss plans for 2019. MNB hopes to hold more artist events in the new year, EWT plan to display artwork in the Naze Centre to enable accessibility to art. MNB also confirmed that the Teddy Bear Parachuting event will also take place again in 2019 due to the success previously. MNB raised concerns around the Tower’s tea room, following the opening of the centre; the Tower’s revenue has decreased. MNB also met with Anna, the Education Officer to look at achieving the accreditation award; this has proved difficult for the Tower to achieve. The Tower is open to collaboration, would like to focus more on the Educational aspect. The Tower is starting to think about the Tower’s 300th anniversary in 2020, potentially being a part of ECC’s Summer of Arts trail. ID to liaise with Gavin Jones, CE of ECC regarding a promotional programme to celebrate various anniversaries as part of 2020. (Copying MP into future correspondence) EH to email Gill Burden regarding Creative People and Places project. MNB confirmed bid alongside Harlow for grant of up to £1 million. MBK raised a point that this may link into Sport England; ID has a meeting next week regarding this. IT – the Tower’s feature in the Walton Backwaters film was brilliant; it was a remarkable way of promoting the area. MNB confirmed the screenings for this film were well attended. | EWT, MNB  ID  EH |
| 1. Any Other Business | DE raised the Recreational and Avoidance Mitigation Strategy as a potential source of funding so money comes back into the area.  DE to meet with the Local Government Special Interest Group - 7th Dec. This meeting indicates a move for the government to produce Coastal Enterprise Zones, TDC are part of the committee, DE asked if TDC can push for progress? ID confirmed that a hearing from the Select Committee is due to take place, we are responding.  DE- A review has been taken of the SMP/EA Flood and Coastal Risk Management Strategy 2050, what is TDC’s position as a Risk Management Authority? ID - With regards to a strategy, voices need to be a part of the strategy, potentially ECC. SMP’s objection will lead to a shortfall at the highest level; JE confirmed that it was at a lower profile.  DE - The of dredging is onerous, an alternative could be for a tonnage levy to be raised and be held by Defra for distribution. Potentially operating similarly to landfill tax and benefitting the communities. MBK proposed development measures. DW confirmed landfill tax would be impossible to achieve dredges. DE requested that NPS update be added to agenda as a standard item. |  |
| 1. Date of next meeting | Confirmed: Thursday 7th March 2:00pm, Naze Visitor Centre |  |