



COUNCIL MEETING

**Meeting to be held on Thursday 13th March 2025 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

7th March 2025

Councillors are summoned to attend the above meeting to deal with the following business.

Kirsty Wadsworth
Town Clerk

Members of the public and press are warmly welcomed to attend.
Mobile phones to be switched to silent.

A G E N D A

25/055 Recording of meeting

Chairman to request anyone present to identify their intention to record the meeting

25/056 To receive apologies for absence and a vote of acceptance to be taken

25/057 To record declarations of interests

Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.

25/058 Public session (15 minutes, 3 minutes per speaker)

Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak.

25/059 To receive County and City Councillors reports

25/060 To confirm minutes of the Council meeting of 13th February 2025

25/061 To agree a revised wording to the Memorial Bench Policy and to agree which bench options to offer

25/062 To receive a Finance update

25/063 To receive the Town Clerk's report

25/064 To agree for three Groundsmen to complete online Health and Safety courses – Working at Heights/Hot Works /HAVS at a cost of £250 plus VAT

- 25/065 To receive an update from the Community Assets/Facilities Committee
- 25/066 To agree the wording and a timeframe for a further Glebe Pavillion Consultation
- 25/067 To agree the wording of Village Green 241 South sign
- 25/068 To agree the quote for public toilet cleaning cover for 2025/26
- 25/069 To review and agree the Waste Disposal contract
- 25/070 To agree to close the Barclays Bank account – and use the Unity account as the main Bank account
- 25/071 To adopt and agree the Investment Policy
- 25/072 To review and agree an Internal Controls Policy
- 25/073 To review and update the Financial Regulations
- 25/074 To review and agree the WMTC CCTV Policy
- 25/075 To agree to book the Accountant in April/May 2025 to work with the Responsible Finance Officer
- 25/076 To agree to pay the Professional Locum Clerk Services Invoice dated 21st January 2025 £883.33 – for 21.5 hours
- 25/077 To receive an update from the VE Day 80 Committee
- 25/078 To receive an update on the Waterside Committee
- 25/079 To agree the next steps for Coast Road path
- 25/080 To agree a budget up to £500 spend for the Annual Town Meeting and ask for ideas/suggestions for the event from the Council
- 25/081 To discuss and agree instigating an Annual Mayors Young People's Award
- EXCLUSION OF PRESS AND PUBLIC To resolve that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960
- 25/082 To agree for a staff member to carry over 3 days holiday to the holiday year starting 01/04/25 – to be used by 30th September 2025
- 25/083 To agree to instruct the accountant to change staff passwords on all staff wage slips