



## TOWN COUNCIL MEETING

**Extraordinary Meeting to be held on Monday 22nd July 2024 at 7pm in the Council Chamber,  
10 Melrose Road, West Mersea, Colchester CO5 8JD**

17th July 2024

**Councillors:** You are hereby summoned to attend the meeting of the Town Council for the purpose of transacting the business itemised below.

**Members of the Public:** In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public and press are warmly welcomed to attend.

**Please do not attend if you are feeling unwell or have any COVID symptoms. Mobile phones to be switched to silent.**

*Cllr. Sophie Weaver, Town Mayor*

24/152.	<b>RECORDING OF MEETING</b> Chairman to request anyone present to identify their intention to record the meeting.
24/153.	<b>DECLARATIONS OF INTEREST</b> All Members are to be reminded that they must disclose any disclosable pecuniary interests, registerable interests and any non-registerable interests they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting.
24/154.	<b>APOLOGIES FOR ABSENCE</b> 🙋 Clerk to report and Councillors to vote on the absence and the reasons given.
24/155.	<b>PUBLIC PARTICIPATION</b> A period of up to 15 minutes (maximum of 3 minutes per person) for members of the public to ask questions or submit comments about items on the agenda. <b>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.</b>
24/156.	To agree the appointment of a locum Town Clerk, the hourly rate, and tenure
24/157.	To approve the internal audit to 31 March 2024
24/158.	To discuss and agree the amendments to AGAR Section Two – Accounting Statements 2023/24

24/159.	To discuss and agree a contractor for works to the boardwalk, Coast Road
24/160.	To agree up to an additional £30,000 costs, in addition to the grant, for works to the boardwalk, Coast Road
24/161.	<p><b>PLANNING APPLICATIONS</b></p> <ul style="list-style-type: none"> <li>• To consider Planning Application received <ul style="list-style-type: none"> <li>(a) <u>241415</u> New boat store to replace existing garage. 10 Kingsland Close, West Mersea – <a href="#">Plan link 241415</a></li> </ul> </li> <li>• To receive notification of Planning Decision (application passed) <ul style="list-style-type: none"> <li>(a) <u>240961</u> Side extension and raising of roof and front balcony. Tinkerbell Cottage, 79 Fairhaven Avenue, West Mersea - <a href="#">Decision link 240961</a> WMTC recommendation: This Council objects to the proposal. Please refer to West Mersea Town Council’s Neighbourhood Plan, WM7.</li> </ul> </li> </ul>
24/162.	To discuss public toilets cleaning cover for 2024/25
24/163.	To discuss and agree the quote for a new office laptop and docking station
<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p><b><i>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.</i></b></p>	
24/164.	<ul style="list-style-type: none"> <li>• To consider recruitment of a Town Clerk and other members of staff and agree the job specification and advertisement</li> <li>• Chair of Personnel to report and any recommendations considered</li> </ul>