



## **COMMUNITY ASSETS & FACILITIES COMMITTEE MEETING**

Minutes of the Meeting held on Monday 19<sup>th</sup> February 2024 at 10am in the Council Chambers,  
10 Melrose Road, West Mersea, Colchester CO5 8JD

£ = Expenditure decision 🖱️ Resolution required

In attendance:

Cllr. C. Powling (Chair)	Cllr. R. Jenkins
Cllr. S. Weaver	Cllr. D. Boylan
Cllr. T. Gibbons	Cllr. B. Jenkins
Karen Kuderovitch, Town Clerk & RFO	Cllr. B. Holmes
	1 member of the public

1/24.	<p><b>RECORDING OF MEETING</b></p> <p>Chairman requested anyone present to identify their intention to record the meeting. The Town Clerk identified she was recording.</p>
2/24.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>All Members will be reminded that they must disclose any interests (pecuniary/nonpecuniary) 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. .</p>
3/24.	<p><b>APOLOGIES FOR ABSENCE</b> 🖱️</p> <p>Cllr. B. Hart – no apologies received.</p>
4/24.	<p><b>PUBLIC PARTICIPATION</b></p> <p>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.</p> <p>MOP – Water Bailiff/Zone Warden – acknowledge the requirement, both roles previously funded by Colchester City Council (CCC). Suggested role being funded by the Precept. Concerns of CCC transferring costs to Town Council and a meeting held with key business owners in connection with a Water Bailiff.</p> <p>Village Green 241 South – part leased to West Mersea Yacht Club. Land is part of the village green suggested lease is unlawful and residents should have access to it and use for recreation. Currently being enclosed (excludes the car park).</p>
5/24.	<p><b>TERMS OF REFERENCE</b> 🖱️</p> <p>Members reviewed and agreed for full Council approval. Proposed: Cllr. Jenkins, seconded: Cllr. Hart. All in favour.</p>
6/24.	<p><b>APPROVAL OF MINUTES</b> 🖱️</p> <p>To confirm minutes of the Community Facilities meeting of 9<sup>th</sup> December 2022. Minutes were acknowledged but Councillors present were not originally present at the meeting so formal approval not taken. Proposed: Cllr. Powling, seconded Cllr. Weaver. All in favour.</p>
Ca	<p><b>ITEMS FOR DISCUSSION (IN LINE WITH ACTION PLAN)</b> 🖱️£</p> <ul style="list-style-type: none"> <li>• Play areas/open spaces – Maintenance actions. Members considered seeking quotations for new inclusive equipment. Ground staff, H&amp;S Advisor and the Town Clerk had completed a site visit. It</li> </ul>

was agreed for the Town Clerk to investigate and share information with the Committee. Cllr. Weaver would consult with school and Clerk to ask residents for views of preferred equipment. Town Clerk to seek quotes for French drains.

- Land at Coast Road – discuss ideas for improvements – a site visit to be arranged with a view to obtaining quotes for footpath and fencing (ensuring wheelchair/pushchair friendly surface).
- Coastguards Compound – fencing works commenced, 5 sponsored benches approved (Council to pay for the bench bases). Office to chase permission to reduce tree height with CCC. Large litter bin to be purchased.
- Boardwalk – future plans- Cllr. Powling to investigate.
- Information Boards Coast Road – Council considered quotation and approved to proceed with the quotation from NES solutions to replace 3 noticeboards at a cost of £3,490.02 & VAT. Proposed: Cllr. Holmes, seconded Cllr.Weaver. All in favour.
- Planting – Town Clerk to liaise with gardener. £2,000 in budget for 24/25. Suggest colour by Changing Places, more flowers for queens corner & outside office. Proposed: Cllr. Jenkins seconded, Cllr. Weaver. All in favour.
- Compactor Bins - the 2 additional compactor bins have now been installed at the Esplanade. Town Clerk to invoice CCC. Cllr. Weaver to send Cllr. Powling information on recordings for bins.
- Water Bailiff/Zone Warden – a further meeting to be arranged.
- Cemeteries – improvements – Town Clerk to consult with the Cemetery Clerk and report back to Committee with a project plan to include, hedge removals, gates, bio-diversity (report received from head groundsmen – report to be issued in due course). Possible new biodiversity page for web site. Cllr. Weaver reported contact from a member of the public re bulbs & letters to heaven.
- Seaview car park – Cllr. Powling reported ongoing with CCC.
- Village Green 241 South - useful meeting held with resident, suggestion of de-register of a section. Further enquiries to be made with CCC to establish legal position.
- WMTC Office – office flood update -works in progress, quotes received, insurance claim approved @£4,463.77. The Town Clerk suggested utilising part of the area for outside storage & seating area for staff. Agreed to obtain quotes.
- Charges for additional cutting of pitches at the Glebe:  
for additional field cutting, fortnightly in March, weekly from April until end of July, fortnightly in August and September, before reverting back to current schedule in October. 13 additional cuts, approved @ £4,810.00 & VAT. After discussion, it was resolved for additional cuts outside of the current schedule to be charged back to the relevant clubs. Proposed: Cllr. Powling, seconded, Cllr. Jenkins. All in favour.
- Footpath repairs at the Church – Carol Fountain reported on a meeting held on site in relation to the poor state of the path and consultation had been made with the ICCM. Further consideration required.

**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.***

8/24.

- Allotments lease – update given
- MISA lease – update given
- Tennis lease – update given
- WMTC Office lease – update given
- Changing places lease – update given