



ANNUAL COUNCIL MEETING

Minutes of the meeting held on Thursday 16th May 2024 at 7pm in the Council Chambers, 10 Melrose Road, West Mersea, Colchester CO5 8JD

£ = Expenditure decision 🖱️ Resolution made

In attendance:

Cllr. S. Weaver	Cllr. R. Jenkins
Cllr. C. Powling	Cllr. T. Webster
Cllr. T. Gibbons	Cllr. B. Holmes
Karen Kuderovitch, Town Clerk & RFO	15 members of the public

24/88.	<p>RECORDING OF MEETING</p> <p>Chairman requested anyone present to identify their intention to record the meeting. The Town Clerk & Cllr. Webster indicated they were recording.</p>
24/89.	<p>ELECTION OF MAYOR 🖱️</p> <p>Cllr. Weaver was proposed by Cllr. Powling, seconded by Cllr. Holmes. <i>It was resolved</i> by a majority vote for Cllr. Weaver to take the position of Mayor. Cllr. Weaver signed the Declaration of Acceptance of Office. The Town Clerk congratulated the Mayor.</p>
24/90.	<p>ELECTION OF DEPUTY MAYOR 🖱️</p> <p>Cllr. Jenkins was proposed by Cllr. Holmes, seconded by Cllr. Powling. <i>It was resolved</i> unanimously Cllr. Jenkins take the position of Deputy Mayor. The Mayor congratulated the Deputy Mayor.</p>
24/91.	<p>DECLARATIONS OF INTEREST/REVIEW</p> <p>All Members were 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. Councillors were requested to review their declarations. Cllr. Webster declared she was a volunteer for MICA.</p>
24/92.	<p>APOLOGIES FOR ABSENCE 🖱️</p> <p>Cllr. Hart, Cllr. Boylan, Cllr. Parsons – personal commitments. Proposed Cllr. Powling, seconded Cllr. Gibbons. All in favour.</p>
24/93.	<p>PUBLIC PARTICIPATION</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>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.</p> <p>MOP 1 – Made reference to a minute query and Section 106 money.</p> <p>MOP 2 – Made reference to Finance Committee Terms of Reference/Data protection/expenditure for the Glebe plans & consultation.</p> <p>MOP 3 – Made reference to the Glebe Plans & costs.</p>

	MOP 4 – Enjoyed the surgeries and requested a meeting with the Town Clerk/Councillors.
24/94.	<p>COUNTY AND CITY COUNCILLORS REPORTS</p> <p>Cllr. Jowers congratulated the Mayor on her appointment and reported on:</p> <ul style="list-style-type: none"> • Paying for home carers, representations to be made by CCC Councillors. • Pylons & fisheries – concerns no fish near wind turbines. • Local Plan – legal obligation for call for sites/Neighbourhood Plan. • Middlewick – 1,000 houses and suggestion of a country park (permitted development rights) & possible effects on Mersea. • Boundary reviews – possible changes Mersea/Stanway. • Tidal barriers. • Highway team for a week – suggestions to be submitted via Cllr. Powling. • Sewerage works upgrades – possibly more capacity for more development. <p>Cllr. Davidson:</p> <ul style="list-style-type: none"> • Cllr. Powling and Cllr. Davidson met with Chief Executive of CCC and awaiting feedback. • Local Plan Review – WMTC had met with CCC Planners. • Roger Hirst (Essex Police Crime Commissioner) – encouraged reporting of issues. • Locality Budget – prioritise community projects • Section 106 – Brierley Paddocks & Dawes Lane – planning permission granted with specific 106 directions– health service <p>Cllr. Powling</p> <ul style="list-style-type: none"> • Reference to a meeting with CCC Planners – call for sites, Section 106 allocated – WMTC reviewing for future projects and consultation with residents.
24/95.	<p>APPROVAL OF MINUTES 🖱</p> <p>To confirm minutes of the Town Council meeting of 11th April 2024. 24/78. Cllr. name change. After discussion, Cllr. Jenkins proposed, seconded Cllr.Holmes. <i>It was resolved</i> by a majority vote to approve.</p>
24/96.	<p>COMMITTEES, WORKING GROUP & REPRESENTATIVES 🖱</p> <p>Cllr. Jenkins proposed the item be deferred to the next meeting. The Town Clerk advised the item should proceed as this was an Annual Council Meeting. The Town Clerk advised Cllr. Boylan would like to join the Glebe Working Group, agreed. Cllr. Powling proposed Committee memberships remain as they are. Seconded: Cllr. Gibbons. All in favour.</p>
24/97.	<p>MAYOR'S REPORT</p> <ul style="list-style-type: none"> • May 2023 started with 2 Councillors – September 2023 full council. • Challenging year – Thanks given to Councillors, Staff and all who have supported WMTC over the last year. • Mayor listed some major achievements i.e. Action Plan, Glebe Car Park, new benches, compactor bins, road linings, coastguards' compound, communications – quarterly newsletter and councillor surgeries (well received).
24/98.	<p>CLERK'S REPORT</p> <p>The Town Clerk stated she would report through the meeting and would consult with Councillors if this report was required.</p>
24/99.	<p>COMMITTEES</p> <p>Reports from the Chairs of Committees:</p> <ul style="list-style-type: none"> • Community Assets & Facilities Committee – Cllr. Powling – next meeting Monday @ 1pm. • Environment & Community Services Committee – Cllr. Weaver reported a meeting would be diarised soon. • Finance & Strategy Committee – next meeting on 5th June 2024.

	<ul style="list-style-type: none"> Planning Committee – the Chair relayed site visits taking place @ Sanderling Reach & Dawes Lane.
24/100.	<p>POLICIES & PROCEDURES/TRAINING 🖱️</p> <ul style="list-style-type: none"> New Model Financial Regulations 2024. Deferred.
24/101.	<p>NEIGHBOURHOOD PLAN 🖱️</p> <p>The Town Council reviewed the policies laid out in this Plan in order to check whether they are being applied and whether overall the Plan is as effective as intended.</p> <p>The Mayor had prepared a report with 7 examples of the plan and where it was being applied (see attachment to Minutes).</p> <p>Cllr. Powling proposed that the current Neighbourhood Plan was fit for purpose at present. Seconded Cllr. Jenkins. All in favour.</p>
24/102.	<p>COMMUNITY PROJECTS/ACTION PLAN/EVENTS 🖱️</p> <ol style="list-style-type: none"> Town Clerk reported progress on community projects/review of the Action Plan. The Town Clerk relayed the progress on various projects to Councillors. WMTC Gardener been very active. Community Assets & Facilities to research new play equipment. Bus Shelter maintenance added. Councillors were invited to a Cemetery tour – date to be agreed outside of meeting.
24/103.	<p>FINANCE 🖱️ £</p> <ol style="list-style-type: none"> To approve payments to be made (to be presented at the meeting) - Deferred. Town Clerk to report bank balances as at 31/3/24 for all accounts. Deferred. Proposed Cllr. Powling, seconded Cllr. Jenkins. All in favour. Members to approve the Town Clerk as Responsible Financial Officer for 2024-2025. Proposed Cllr. Powling, seconded Cllr. Jenkins. It was resolved by a majority vote to appoint the Town Clerk. Emergency expenditure – Town Clerk to report. Deferred. Council considered allocating funds of £1,000 for highways improvements at Primary School (public safety concerns) Proposed Cllr. Powling, seconded Cllr. Holmes. All in favour. Council considered quotations in order to progress the Glebe project: Cllr. Powling proposed items 1-4 be deferred: <ol style="list-style-type: none"> Preliminary Ecological Appraisal – Glebe Pavilion @ £1,595 & VAT. Agreed to defer. Biodiversity Net Gain (BNG) Feasibility Stage & Design Stage Report @ £1,500 & VAT. Agreed to defer. 3D Computer models of existing/proposed scheme to carry out a desk-based BRE Daylight and Sunlight Assessment & Report @ £1,695.00 & VAT. Agreed to defer. Energy & Sustainability Statement for Planning @ £1,595 & VAT. Agreed to defer. Works to reset damaged gate post @ Willoughby Car Park @ £,1090 & VAT. Approved. Cllr. Jenkins proposed 2 bollards are installed to protect the gate, seconded Cllr. Holmes. All in favour. Works to Raymead Woods Chip Pile @ £440 & VAT. Proposed: Cllr. Powling, seconded, Cllr. Holmes. Approved. Production of D-Day 80 flyers - 1000 A5 4pp printed on 170gsm gloss @ £109.00. Proposed Cllr. Weaver, seconded Cllr. Jenkins. Approved. Annual lease for security of Rushmere Close @ £759.05 & VAT. Proposed, Cllr. Powling, seconded Cllr. Jenkins. It was resolved by a majority vote to proceed.
24/104.	<p>ANNUAL TOWN MEETING 25TH APRIL 2024 - REVIEW</p> <p>Town Clerk reported on a very good meeting, great feedback from residents, approx. 70 residents in</p>

	attendance, interesting and informative speakers. A report from the meeting to be done by the Town Clerk.
24/105.	<p>COMMUNITY ENGAGEMENT</p> <p>Town Clerk to report</p> <ul style="list-style-type: none"> a) Contact from residents/organisations (including Councillor Surgeries). WMTC had received contact in relation to bathing rafts, village green 241. Cllr. Jenkins reported contact from Councillor surgeries which had been very useful. Councillors attending the surgeries were asked to report to Council residents' views. b) Report on Freedom of Information requests- responses sent, 1 resident was not satisfied with an internal review (good practise). Town Clerk to prepare an article for next newsletter. c) Next Newsletter due in June 2024 (Annual Report). Post meeting note: delay - will be issued early July.
24/106.	<p>COUNCILLORS UPDATES</p> <p>Councillors were offered the opportunity to share information. Cllr. Webster relayed a Police/Fire Crime Commissioner's Meeting on 11th November 2024 @ Royal British Legion.</p>
<p>EXCLUSION OF PRESS AND PUBLIC 🙅</p> <p><i>It was RESOLVED 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></p>	
24/107.	<p>LEASES/LAND 🙅</p> <ul style="list-style-type: none"> • MISA – consideration of dates for public consultation meeting – it was agreed to arrange a session at the MISA in June 2024, displayed at the Councillor surgeries and added to July newsletter/web site/social media. • Land enquiry – 1) deferred. Proposed Cllr. Jenkins, seconded Cllr. Holmes. All in favour. 2) Cllr. Powling proposed the offer of land @£1 be accepted. Proposed: Cllr. Powling, seconded Cllr. Holmes. All in favour.
24/108.	<p>PERSONNEL 🙅£</p> <p>Chair of Personnel reported and any recommendations considered. A Personnel Committee meeting to be arranged.</p>
24/109.	<p>VEXATIOUS POLICY 🙅</p> <p>After discussion, a decision was made. Proposed Cllr. Weaver, seconded Cllr. Powling. All in favour.</p>