



## TOWN COUNCIL MEETING

**Meeting held on Thursday 11th July 2024 at 7pm in the Council Chamber,  
10 Melrose Road, West Mersea, Colchester CO5 8JD**

£ = Expenditure decision    🖱️ Resolution made

In attendance:

Cllr. S. Weaver, Mayor	Cllr. R. Jenkins, Deputy Mayor
Cllr. C. Powling	Cllr. T. Webster
Cllr. D. Boylan	Cllr. B. Hart
Petra Palfreyman, Locum Clerk	18 members of the public

24/131.	<p><b>RECORDING OF MEETING</b></p> <p>Chairman requested anyone present to identify their intention to record the meeting. The Town Clerk &amp; Cllr. Webster and one member of the public declared they were recording.</p>
24/132.	<p><b>DECLARATIONS OF INTEREST/REVIEW</b></p> <p>All Members were 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. Councillors are requested to review their declarations.</p> <p><b>Cllr Powling declared he was a Colchester City Councillor.</b> <b>Cllr Weaver declared an interest in agenda item 24/140.</b></p>
24/133.	<p><b>APOLOGIES FOR ABSENCE</b> 🖱️</p> <p>None given.</p>
24/134.	<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><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></p> <p><b>MOP 1</b> – noted the ditch in the park had been cut and asked that the bank is not scrapped back as there are wild primroses and other wildflowers there.</p> <p>What arrangements have been made for inspection of the AGAR and a query over why the fixed assets have not been increased, given the purchase of items such as bins and benches and that it is in detail in the public domain. Also the offer of some security advice from a contact.</p> <p><b>MOP 2</b> – When will the VG 241 South sign be installed.</p> <p><b>MOP 3</b> – The consultation for the Glebe sounded like a foregone conclusion and the advertisement for it was out too late. Concerns that the Freedom of Information requests have not been complied with and other shortfalls within the council.</p> <p><b>MOP 4</b> – raised concerns about the financial accounts and request to review records has not been agreed.</p>

	<p><b>MOP 5</b> – wishing to set up a group called Young Arrows for the local children to play darts, with coaching and support. Would eventually like to involve MICA, MISA, the British Legion and the churches to bring in their skills and have their activities and groups and requests a startup donation of £650 to buy the items needed to start the club up (see 24/146b).</p>
24/135.	<p><b>COUNTY AND CITY COUNCILLORS REPORTS</b></p> <p>Cllr Parsons explained that the City Council had been quiet due to the recent elections and the only items to report was that the Local Plan is still in progress.</p> <p>Cllr Powling confirmed he had nothing further to add.</p>
24/136.	<p><b>APPROVAL OF MINUTES</b> 📄</p> <p><b>It was resolved</b> to accept the minutes of the Council meeting of 13th June 2024. Proposed: Cllr Jenkins, Seconded: Cllr Powling. All in favour.</p> <p><b>It was resolved</b> to accept the minutes of the Council meeting of 24th June 2024. Proposed: Cllr Hart, Seconded: Cllr Powling. All in favour.</p> <p>The clerk agreed to find out why the planning minutes of the meetings on 7th March 2024 and 13th June 2024 have not been listed for approval.</p>
24/137.	<p><b>PLANNING APPLICATIONS</b></p> <ul style="list-style-type: none"> <li>• To consider Planning Applications received</li> </ul> <p>(a) <u>241171</u> Retrospective application for a drop kerb and driveway and shipping container. 86 Coast Road, West Mersea. <b>It was resolved that consent be granted in respect of this application. Please refer to West Mersea Town Council’s Neighbourhood Plan.</b></p> <p>(b) <u>241096</u> Outbuilding/shed. 13 Woodstock, West Mersea. <b>This Council has no comment to make.</b></p> <p>(c) <u>241225</u> Single storey side extension for disabled adaptation bathroom, mobility storage/office. 6 Kenston Court, High Street, West Mersea. <b>It was resolved that consent be granted in respect of this application. Please refer to West Mersea Town Council’s Neighbourhood Plan.</b></p> <p>(d) <u>241219</u> Removal of existing disused prefabricated garage/outbuilding to the rear of 48 High Street to create access to rear gardens of both 48 and 50 High Street via existing dropped kerb accessed from Melrose Road and creation of off-road parking to both 48 and 50 High Street. 50 High Street, West Mersea. <b>It was resolved that consent be granted in respect of this application. Please refer to West Mersea Town Council’s Neighbourhood Plan.</b> Cllr. Powling abstained.</p> <p>(e) <u>240848</u> Proposed hip to gable loft conversion, side and rear extensions and alterations. 63 Seaview Avenue, West Mersea. <b>This Council has no comment to make.</b></p> <p>(f) <u>241365</u> Detached shed/summerhouse. 52 Sanderling Approach, West Mersea. <b>This Council has no comment to make.</b></p>

	<p>(g) <u>241348</u> Conversion of existing garage into ancillary guest room. 15 Queen Anne Road, West Mersea. <b>It was resolved that consent be granted in respect of this application. Please refer to West Mersea Town Council's Neighbourhood Plan.</b></p> <ul style="list-style-type: none"> <li>To receive notification of Planning Decisions</li> </ul> <p><u>Applications passed</u></p> <p>(a) <u>232161</u> Front, rear and side extension. Russets, 62B Firs Chase, West Mersea.</p> <p>(b) <u>240872</u> Rear single storey extension and garage conversion. 8 Meadow Lane, West Mersea.</p> <p><u>Appeal lodged</u></p> <p>(a) <u>231103</u> Full planning application for the retention of an existing building for use as a residential annex and adjustment to residential curtilage. 43 Seaview Avenue, West Mersea.</p>
24/138.	<p><b>TOILETS</b> 🇮🇪</p> <p>a) To consider and agree quote for the external decoration of Willoughby toilets – <b>it was resolved</b> unanimously that the decorations should take place once the gutters/fascias have been repaired or replaced. Further quotes may be required at this time. Proposed: Cllr Boylan, Seconded: Cllr Hart. All in favour.</p> <p>b) To consider and agree quote for repair to parapet of Fairhaven toilets - <b>it was resolved</b> unanimously that the quote was agreed. Proposed: Cllr Boylan, Seconded: Cllr Powling. All in favour.</p> <p>c) To consider and agree quote for installation of a soakaway drain at Changing Places unit – <b>it was resolved</b> by a majority vote to wait another winter to see how it is. Also Cllr Powling to speak to the NEPP to see if they can offer any help. Ground staff to continue to use salt as needed in the meantime. Proposed: Cllr Powling, Seconded: Cllr Jenkins, Cllr Boylan abstained.</p> <p>d) To consider and agree quote to replace gutters/fascia's at Willoughby toilets - <b>it was resolved</b> unanimously that the quote was agreed. Contractor to confirm if new white soffit and fascia needed. Proposed: Cllr Boylan, Seconded: Cllr Jenkins. All in favour.</p> <p>e) To consider and agree quote for replace gutters at Library/High Street toilets – <b>it was resolved</b> unanimously that the quote was agreed. Proposed: Cllr Boylan, Seconded: Cllr Jenkins. All in favour.</p>
24/139.	<p><b>PARKS</b> 🇮🇪</p> <p>a) To consider and agree quote to relocate Basket Swing currently in Youth Field – <b>it was resolved</b> unanimously that the Cllr Powling speaks to the CCC tree officer to obtain agreement to cut back the hawthorn hedge and to leave twin swing until it can be replaced. Proposed: Cllr Jenkins, Seconded: Cllr Powling. All in favour.</p> <p>b) To consider and agree quote to replace scramble net in School Gardens - <b>it was resolved</b> unanimously to defer the purchase of a new scramble net and reconsider in a few months' time. Proposed: Cllr Webster, Seconded: Cllr Powling. All in favour.</p>
24/140.	<p><b>CEMETERY</b> 🇮🇪</p> <p>To consider and agree quote to install a compliant path in the Churchyard - <b>it was resolved</b> by a majority vote to request documentation from the church which states the Parish Council are responsible for this under LGA 1972 S215. Proposed: Cllr Webster, Seconded: Cllr Hart, Cllr Weaver abstained.</p>
24/141.	<p><b>FOOTPATHS</b> 🇮🇪</p> <p>To consider and agree quote to strimming and clear away undergrowth from definitive footpaths 23, 24 and 31 - <b>it was resolved</b> unanimously to spend up to £1000 to clear these footpaths and footpath 20. Proposed: Cllr Powling, Seconded: Cllr Boylan. All in favour.</p>

24/142.	<p><b>HIGHWAYS</b> 📌</p> <p>To agree to pay Colchester City Council a total of £1,380 to cover the 3 sets of yellow zig zag markings Kingsland Road (£720), 2 sets of yellow zig zag markings Barfield Road (£480) and bus stop markings (£180) - <b>it was resolved</b> by a majority vote to pay Colchester City Council the amounts stated, for the yellow zig zag markings and bus stop markings. Proposed: Cllr Powling, Seconded: Cllr Boylan, Cllr Webster abstained.</p>
24/143.	<p><b>FINANCE</b> 📌</p> <p>To retrospectively agree the purchase of a bench vice for the workshop at a cost of £418.60 - <b>it was resolved</b> by a majority vote to purchase the bench vice. Proposed: Cllr Jenkins, Seconded: Cllr Weaver, Cllr Hart abstained.</p>
24/144.	<p><b>ALMS HOUSES</b> 📌</p> <p>To receive an update on Alms Houses discussions with Colchester City Council and City &amp; Country. If needed to also vote on any expenditure necessary to move the project forward – following a meeting at Colchester City Council, the developers of Sanderling Reach have confirmed their tentative agreement to gift West Mersea Town Council bungalows. Colchester City Council members will meet on 22 July 2024 to consider the application and if agreed, the initial costs to WMTC will be legal costs to set up a CIO (Charitable Incorporated Organisation). The CIO will need 7 trustees and initial total funding of £15,000. The Alms houses should generate an income of £50,000 per year, with costs of £25,000. There will be no right to buy, and surplus funds will be put in a fund for future repairs, replacement, and other costs. All applicants for the housing must be in the Colchester City Council Housing register and will be considered for a home if they have a local connection or family on the island. <b>It was resolved</b> by a majority vote to fund the start-up costs of up to £5,000 and make a loan of £10,000 to the CIO, repayable in the first year. Proposed: Cllr Jenkins, Seconded: Cllr Weaver. Cllr Powling abstained.</p>
24/145.	<p><b>LAND ENQUIRY</b></p> <p>To receive an update on the land enquiry (discussed at Council meeting on 13th June) – no update. Cllr Powling will provide further information at the next meeting.</p>
24/146.	<p><b>GRANT &amp; DONATION REQUESTS</b> 📌</p> <p>To consider any grant and donation requests</p> <ul style="list-style-type: none"> <li>a) Mersea Beach Club - <b>it was resolved</b> unanimously to make a donation of £200. Proposed: Cllr Powling, Seconded: Cllr Boylan. All in favour.</li> <li>b) Any other requests received - <b>it was resolved</b> unanimously to make a donation of £1000 to start up a youth darts group called Young Arrows (see 24/134 MOP 5). The Council will initially purchase and retain ownership of the items until a constituted group is established. Proposed: Cllr Powling, Seconded: Cllr Boylan. All in favour.</li> </ul>
24/147.	<p><b>GLEBE RECREATION GROUND</b></p> <ul style="list-style-type: none"> <li>a) To consider the request from Mersea Island Football for permission to apply for planning permission to install a container on Glebe 1 for the storage of dug outs and equipment - <b>it was resolved</b> by a majority vote to explore if there is any other space to store the dug outs, including the cricket nets and the WMTC compound. Proposed: Cllr Webster, Seconded: Cllr Jenkins. Cllr Boylan voted against the proposal.</li> <li>b) To receive an update regarding expired planning permission for the Mersea Island Rugby Football Club containers on Glebe 2 – no update received. Further enquiries will be made.</li> <li>c) To consider the request to use the Glebe for an organised ‘Colour Run’ race on 22nd September - <b>it was resolved</b> unanimously to allow the request for a colour run at The Glebe. Proposed: Cllr Hart, Seconded: Cllr Powling. All in favour.</li> </ul>
24/148.	<p><b>COMMITTEES</b> 📌</p> <ul style="list-style-type: none"> <li>a) To increase Personnel Committee to 5 Councillors - <b>it was resolved</b> unanimously to increase Personnel Committee to 5 Councillors. Proposed: Cllr Weaver, Seconded: Cllr Jenkins. All in favour.</li> <li>b) To increase Planning &amp; Highways Committee to 5 Councillors - <b>it was resolved</b> unanimously to increase Planning &amp; Highways Committee to 5 Councillors. Proposed: Cllr Weaver, Seconded: Cllr Jenkins. All in favour.</li> </ul>

	<p>c) To increase Finance &amp; Strategy Committee to 5 Councillors - <b>it was resolved</b> unanimously to increase Finance &amp; Strategy Committee to 5 Councillors. Proposed: Cllr Weaver, Seconded: Cllr Jenkins. All in favour.</p> <p>Details of councillors for these committees will be agreed at a later date.</p>
24/149.	<p><b>MAYOR'S REPORT</b></p> <ul style="list-style-type: none"> <li>• Thanks were given to all the councillors and staff for their continued hard work.</li> <li>• The town clerk has resigned, and the council will be recruiting in due course.</li> <li>• No full council meetings have been scheduled for August but there could be Extraordinary Council meetings.</li> <li>• There are currently 3 councillor vacancies.</li> <li>• An election will be held on 25th July for 1 vacancy and the voting will take place in the council chambers.</li> <li>• Members of the public have until the 19th July to request an election for the other two vacancies.</li> </ul>
24/150.	<p><b>COUNCILLORS UPDATES</b></p> <p>Councillors to be offered the opportunity to share information.</p> <ul style="list-style-type: none"> <li>• At the recent councillor surgery, the anti-social behaviour in Oyster Close was reported. Cllr Webster said she has contacted Colchester Borough Homes for support (as Oyster Close manage those homes) and has spoken to the PCSO and Neighbourhood Watch.</li> <li>• Concerns about the Exercise of Public Rights were also raised.</li> </ul>
<p><b>EXCLUSION OF PRESS AND PUBLIC</b> 🖱</p> <p><b><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. Town Clerk requested any Councillors recording to cease recording.</i></b></p>	
24/151.	<p><b>PERSONNEL</b> 🖱</p> <p>Chair of Personnel to report and any recommendation considered.</p> <p>Discussions about the town clerk vacancy and recruitment process were held.</p>