



## TOWN COUNCIL MEETING

**Meeting held on Thursday 11<sup>th</sup> April 2024 at 7pm in the Council Chambers,  
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. M. Parsons
Cllr. T. Gibbons	Cllr. B. Hart
Cllr. B. Holmes	Cllr. T. Webster
Karen Kuderovitch, Town Clerk & RFO	15 members of the public

24/70.	<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>
24/71.	<p><b>DECLARATIONS OF INTEREST</b></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.</p> <p>Cllr. Parsons declared an interest in item 24/80 c). Parsons declared he was a candidate for Colchester City Council. <b>Cllr. Powling declared he was a Colchester City Councillor.</b></p>
24/72.	<p><b>APOLOGIES FOR ABSENCE</b> 🗑️</p> <p>Apologies received from Cllr. Jowers &amp; Cllr. Davidson. Cllr. Boylan – personal commitment. All in favour.</p>
24/73.	<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> – raised concerns about fly tipping/dumping/new bins in relation to Seaview Car Park. Resident was invited to meet with the Town Clerk.</p> <p><b>MOP 2</b> – raised concerns about expenditure on staff salaries/employment of a third grounds person. A suggestion was made that the Town Meeting had been called illegally (<b>post meeting note - later clarified incorrect statement – formal agenda had not been yet issued</b>).</p> <p><b>MOP 3</b> – raised concerns about staff expenditure. The Mayor asked for all residents to calm down and invited the resident to speak. It was again suggested that residents should have input into the action plan. The Glebe – asked for information to be published/community engagement.</p> <p><b>MOP 4</b> – the Strood and issues with people getting stuck. Cllr. Powling requested to speak and a proposal/costs for 2 signs amounted to £60,000 and Essex County Council would be consulted as this was not under WMTC remit.</p>

	<p>MOP 5 – suggested comments in relation to a claim of a GDPR breach were missed from the minutes of the 7/3/24. Made reference to a Facebook page and a possible GDPR breach, but this is not under the WMTC remit (not WMTC page). The Mayor asked the Clerk to respond and she advised that there was a minute to note.</p>
24/74.	<p><b>COUNTY AND CITY COUNCILLORS REPORTS</b></p> <p>Cllr. Powling – stated the call for sites was not a call for development. CCC Local Plan have an obligation every five years to review housing stock for the future. Anyone can apply for a call for sites for consideration. Following that process, consultation would take place with the Town Council and an opportunity would be given for responses.</p>
24/75.	<p><b>APPROVAL OF MINUTES</b> 🖱️</p> <p>The Town Clerk asked permission to leave the room, which was granted.</p> <p>The Mayor asked for any comments/proposer. Cllr. Webster referred to the Standing Orders and the word accurate. Cllr. Webster proposed a motion that the minutes to be deferred or accepted they were not a true reflection of the meeting and suspend Standing Order 12f). Mayor asked for a seconder for the motion to defer the minutes. None received. A discussion took place between Councillors. Cllr. Holmes apologised to Cllr. Webster. The Town Clerk responded. The Mayor asked for the Town Clerk &amp; Cllr. Weaver not to be heard and called order. The Mayor returned to the proposals:</p> <p>Cllr. Webster proposal, not seconded. Cllr. Powling’s proposal was seconded by the Mayor <b><i>It was resolved</i></b> by a majority to accept the minutes.</p>
24/76.	<p><b>MAYOR’S REPORT</b></p> <ul style="list-style-type: none"> <li>• Councillor surgeries – 1<sup>st</sup> one last Sat 6<sup>th</sup> April. Attended by several residents. Very interesting, positive and productive. Various subjects discussed. Local Plan call for sites, and the concerns around coastal erosion and climate change. Next surgery – Sat 4<sup>th</sup> May 10am - midday</li> <li>• Local Plan – online zoom meeting about the Local Plan was reassuring and interesting. Need to re-iterate these sites are not a list to be developed. CCC will be coming to us to discuss in the coming weeks.</li> <li>• D-Day 80 progressing well. More later. Save the date – Thurs 6<sup>th</sup> June 7-9.30pm.</li> <li>• End of financial year so lots of finance work has been done. Thanks to Cllr. Jenkins and the Town Clerk.</li> <li>• A more positive relationship is being built with MISA and encouraging that they are engaging more now.</li> </ul>
24/77.	<p><b>CLERK’S REPORT</b></p> <ul style="list-style-type: none"> <li>• Town Clerk office works should be completed w/c 22<sup>nd</sup> April 2024.</li> <li>• Good news Cllr. Kevin Bentley speaking at Annual Town Meeting and the agenda will be issued in due course. Postcards to be delivered to every house.</li> <li>• Week commencing 15<sup>th</sup> April Town Clerk working on finance all week</li> <li>• Staff attended project management course - 2<sup>nd</sup> session</li> </ul>
24/78.	<p><b>COMMITTEES/REPRESENTATIVES/TERMS OF REFERENCE (TOR)</b></p> <p>Reports from the Chairs of Committees</p> <ul style="list-style-type: none"> <li>• Community Assets &amp; Facilities Committee Cllr. Powling reported progress on Boardwalk, Water Bailiff, compactor bins (successful), MISA – WMTC met with Tennis Club, MISA- moving towards lease signing, ideas being discussed re Glebe pavilion building, public consultation will follow to show draft plans.</li> <li>• Environment &amp; Community Services Committee Committee due to meet soon.</li> <li>• Finance &amp; Strategy Committee Cllr. Jenkins reported Fixed Asset Register/Debtors &amp; Creditors reviewed. HMRC VAT return</li> </ul>



	<p>awaiting receipt of funds.</p> <ul style="list-style-type: none"> <li>• Planning Committee Cllr. Jenkins reported Committee functioning well. It was agreed to continue to hold the Planning Committee meetings for 1 hour before full council meeting.</li> </ul> <p>Reps/Working Groups</p> <ul style="list-style-type: none"> <li>• Appointment of passenger transport representative – Cllr. Holmes was appointed.</li> <li>• Creation of Alms houses Working Group – Cllr. Webster, Cllr. Jenkins, Cllr. Hart, Cllr. Powling, Cllr. Gibbons were appointed. Proposed: Cllr.Jenkins, seconded: Cllr. Gibbons. All in favour.</li> <li>• Addition of members to the Glebe Working Group – Cllr. Hart, Cllr. Gibbons, Cllr. Webster, Cllr. Jenkins, were appointed.</li> <li>• <b><i>It was resolved</i></b> unanimously to accept the Terms of Reference for the Glebe Working Group Proposed: Cllr.Jenkins, seconded: Cllr. Gibbons. All in favour.</li> </ul>
24/79.	<p><b>POLICIES &amp; PROCEDURES/TRAINING</b> 🖱️</p> <ul style="list-style-type: none"> <li>• Standing Orders (amendment 26 e &amp; 3 i). After discussion <b><i>It was resolved</i></b> unanimously to accept.</li> <li>• Community Engagement Policy (addition) Cllr. Webster requested a recorded vote. A discussion took place. The Town Clerk reported good press would allow Council an opportunity to respond to articles in the local press. Proposed: Cllr. Hart seconded, Cllr. Holmes. <b><i>It was resolved</i></b> by a majority vote (Cllr. Weaver, Cllr. Powling, Cllr. Jenkins, Cllr. Hart, Cllr. Parsons, Cllr. Gibbons, Cllr. Holmes for, Cllr. Webster - against) to accept section 6 addition.</li> <li>• Risk Policy (new) . <b><i>It was resolved</i></b> unanimously to accept. Proposed: Cllr. Parsons, seconded Cllr.Webster. All in favour.</li> <li>• Bio-diversity Policy (new). Cllr. Parsons suggested to engage with local universities in the future. <b><i>It was resolved</i></b> unanimously Proposed: Cllr. Weaver, seconded Cllr. Gibbons. All in favour.</li> </ul>
24/80.	<p><b>COMMUNITY PROJECTS/ACTION PLAN/EVENTS</b> 🖱️</p> <ol style="list-style-type: none"> <li>Town Clerk reported on progress on community projects.</li> <li>Members reviewed the Action Plan and the Town Clerk advised residents were welcome to make suggestions to the plan.</li> <li>Member considered requests for local events permission. Permission was granted for a church green event on Saturday 27<sup>th</sup> July 2024. Cllr. Parsons advised he would be abstaining. The Glebe - a small circus event with overnight stay –date proposed 1<sup>st</sup> August 2024. <b><i>-It was resolved</i></b> by a majority vote to ask for further information before a decision could be made.</li> </ol>
	<p><b>At 9pm the Town Clerk advised consideration should be given to the agenda items in order to complete the meeting by 9.30pm. This was agreed by all.</b></p>
24/81.	<p><b>FINANCE</b> 🖱️ £</p> <ol style="list-style-type: none"> <li>Payments checked and approved by two Councillors. The Town Clerk reported bank statements as at 29/2/24 – Barclays Main A/C £248,306.14, - £6,718.01, Business Premium 2 £306.55, As at 31/3/24 Barclays Main A/C £213,843.04, Business Premium 1 £6,743.13, Business Premium 2 £307.70</li> <li>Emergency expenditure – Town Clerk reported. Emergency fixture of cemetery driveway @ £120 and £100 to repair vandalism to a toilet door.</li> <li>Review of signatories status Unity Trust Bank and Barclays Bank. Barclays – awaiting login details for Town Clerk. Unity – Cllr. Weaver can now access Unity. Cllr. Powling to check his login details.</li> <li>Members to consider a Grant application for a body camera for Speedwatch @ £230. <b><i>It was resolved</i></b></li> </ol>

	<p>unanimously to approve the grant. Proposed: Cllr. Jenkins, seconded Cllr. Powling. All in favour.</p> <p>e) Members to review and approve the following quotations:</p> <ul style="list-style-type: none"> <li>• Four quotations for adjustment and refurbishment works to Chambers table – <b>it was resolved</b> not to proceed.</li> <li>• Two quotations – WMTC Office Roof. <b>It was resolved</b> unanimously to approve Option 1 @ £1,850 (10 year guarantee). Proposed Cllr. Hart, seconded Cllr. Holmes. All in favour.</li> <li>• Coastguards Compounds Bench removal/bases/installation @ £2,830 &amp; VAT. <b>It was resolved</b> unanimously to move to the confidential section due to personal circumstances.</li> </ul> <p>f) Clerk reported further finance information; internal auditor booked for 6 month audit.</p>
24/82.	<p><b>ANNUAL TOWN MEETING 25<sup>TH</sup> APRIL 2024</b> 🖐️</p> <p>Town Clerk reported the final arrangements.</p>
24/83.	<p><b>CONTACT FROM RESIDENTS/FREEDOM OF INFORMATION REQUESTS</b></p> <p>Town Clerk reported contact had been received and sent to Councillors, re bathing rafts, village green 241, 2 outstanding FOI requests (within the response timeframe). Cllr. Webster referred to an email from 3<sup>rd</sup> April re waste. Cllr. Powling advised information had been sent to CCC. May agenda</p>
24/84.	<p><b>COUNCILLORS UPDATES</b></p> <p>Councillors were offered the opportunity to share information. It was agreed to defer.</p>
<p><b>EXCLUSION OF PRESS AND PUBLIC</b> 🖐️</p> <p><b>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.</b></p>	
24/78e)	<ul style="list-style-type: none"> <li>• Coastguards Compounds Bench removal/bases/installation @ £2,830 &amp; VAT. <b>It was resolved</b> unanimously to move to the confidential section due to personal information. After discussion <b>it was resolved</b> unanimously to approve the quotation. Proposed: Cllr. Powling, seconded Cllr. Hart. All in favour.</li> </ul>
24/85.	<p><b>LEASES/LAND</b> 🖐️</p> <ul style="list-style-type: none"> <li>• MISA – consideration of plans/holding a public consultation. Lease agreements to be pursued asap.</li> <li>• Changing Places –it was agreed to defer to May agenda.</li> <li>• Land enquiry – it was agreed to defer to May agenda.</li> </ul>
24/86.	<p><b>PERSONNEL</b> 🖐️£</p> <p>Chair of Personnel to report from meeting of 9<sup>th</sup> April and any recommendations considered. It was agreed to defer.</p>
24/87.	<p><b>VEXATIOUS POLICY</b> 🖐️</p> <p>Clerk to report. It was agreed to defer.</p>