

WEST MERSEA TOWN COUNCIL

MINUTES OF THE ASSETS, FACILITIES & ENVIRONMENT COMMITTEE MEETING

HELD ON THURSDAY 11 JUNE 2020 AT 11AM

PRESENT Councillor Robert Jenkins (Chairman)
 Councillor Julie Baker
 Councillor Peter Banks
 Councillor Dave Bragg
 Councillor Carl Powling
 Councillor Sylvia Wargent

IN ATTENDANCE Petra Palfreyman (Town Clerk)
 1 member of the public

THIS MEETING WAS HELD VIA ZOOM VIDEO CONFERENCE CALL (CORONAVIRUS ACT Part 2020 1 Section 78 Regulations 2 – 17)

20/001 APOLOGIES FOR ABSENCE

Apologies for absence received from Councillor Weaver.

20/002 DECLARATIONS OF INTERESTS

There were no declarations of interest received.

20/003 TO REVIEW COMMITTEE TERMS OF REFERENCE

The existing Terms of Reference were accepted as being current. ALL IN FAVOUR

20/004 MINUTES OF MEETING HELD ON 13 SEPTEMBER 2019 AND MATTERS ARISING

The minutes of the meeting held on 13 September 2019 were confirmed and signed by the Chairman as a true record.

Proposed: Councillor Banks, Seconded: Councillor Bragg. ALL IN FAVOUR.

20/005 TO RECEIVE AN UPDATE ON THE LAND REGISTRY REQUESTS FOR SEAVIEW CAR PARK AND BROOMHILLS GREENSWARD

The Town Clerk explained that both these sites have been handed to John Fowler Solicitors to investigate ownership and, if necessary, register with the Land Registry. Work has started on Seaview car park site where we are also talking to Colchester Borough Council about ownership.

20/006 TO RECEIVE AN UPDATE ON THE COAST ROAD REFURBISHMENT TENDER AND TOILETS MAINTENANCE TENDER

The Town Clerk outlined that both tenders were ready to be issued in Contracts Finder – the delay has been caused by Covid-19 resulting in first the lockdown and then many potential contractors being furloughed. The tenders will be released week commencing 15 June 2020.

20/007 TO DISCUSS HOW TO MAKE FELDY VIEW PERMISSIVE FOOTPATH ACCESSIBLE IN WET CONDITIONS AND AGREE THE NEXT STEPS

It was agreed that we needed to address this problem as in very wet conditions the path can't be used and walkers are cutting across the adjacent field. A raised walkway could be the answer, similar to that above the Monkey Beach. There is no budget this year for this specific job but we are to investigate if item 20/008 can be combined with the permissive footpath and one contractor appointed.

Town Clerk to contact Wendy Bixby and Maydays as a starting point.

20/008 TO DISCUSS HOW TO APPROACH REPAIRS TO BOARDWALK AND AGREE THE NEXT STEPS

Please see 20/007 above.

20/009 TO CONSIDER IF CCTV IS REQUIRED AT WILLOUGHBY TOILETS TO DETER VANDALISM

Councillor Powling has researched this and we have some costs – these will be added into 2021/22 budget, if still considered necessary.

20/010 TO RECEIVE UPDATE ON MERSEA WALKS LEAFLET

Work on the new leaflet is well advanced (Councillor Powling) but all the sponsors have been affected by the Covid-19 pandemic and so there are delays.

20/011 TO NOTE THAT ALLOTMENT LEASE RENEWAL IS DUE IN 5 YEARS

This will be noted on the Tracker for attention in 3 – 4 years time, in advance of the end date 7 October 2024.

20/012 TO DISCUSS HOW TO PROCEED WITH THE DISPLAY BOARD IN WEST MERSEA PARK AND SENSORY GARDENS AND AGREE THE NEXT STEPS

Councillor Wargent to contact Leafy Dumas (and others) to discuss contemporary designs for a town map for the Sensory Gardens and a map for West Mersea Park showing all areas.

In passing it was said that the Town Clerk would contact Adam Ferretti for a quote to expand the seating around the tree in the Sensory Garden.

20/013 TO DECIDE HOW TO MEET OUR COMMITMENTS IN RESPECT OF TREE PLANTING

- (a) Report on discussions with Nick Day, Woodland and Open Spaces Project Officer, Colchester Borough Council
- (b) Replacement trees
- (c) The 420 trees ordered for November from the Woodland Trust for Firs Road Cemetery

Nick Day is to produce some outline plans for tree planting in West Mersea Park and Willoughby car park. It is thought that over the next 3 years starting in November this year the Colchester Borough Council will be able to supply us with 300 native broadleaf trees for Willoughby, 2000 whips for Glebe 2, 2000 whips for West Mersea Park and 100 whips for Feldy View Woodland Cemetery. There will be available some more mature trees that could be planted in West Mersea Park to replace felled trees.

The 420 hedging trees for Firs Road Cemetery are to come free of charge from The Woodland Trust in November. The hedge will either have to be dug out or the existing hedge line reduced in height close to the ground and all the ivy and "rubbish" removed and new whips planted to supplement existing.

20/014 TO APPROVE A REPLACEMENT SLIDE FOR WELLHOUSE PLAY AREA AT A COST OF UP TO £1500 + VAT

Slide replacement looked at in conjunction with the RoSPA report: all in favour of (a) replacing the slide at a cost of £1119.99 + VAT (b) Boz carrying out the small remedial items e.g. height adjustment on swing and (c)

Town Clerk obtaining quotes for the repair to footpaths as recommended in RoSPA report. Path repairs and slide covered by the budget.

20/015 TO DECIDE IF WE NEED A DISASTER RECOVERY PLAN ESPECIALLY IN RESPECT OF IT SECURITY AND BACKUP

Following discussion it was decided that a Disaster Recovery Plan would be useful to ensure that in the event of a major catastrophe the Council would be able to continue its daily business. Councillor Jenkins undertook to come up with a draft.

20/016 TO DISCUSS HOW TO PROCEED IN RESPECT OF REPAIRS TO ROOF OF COUNCIL OFFICE AND AGREE THE NEXT STEPS

The slate roof is in need of serious repair; initial quote is for some £7700. It was agreed that Councillor Powling would investigate the possibility of adding in photovoltaic panels with the aim of recovering the cost in utility savings over the 7 year lease on the building. This figure to go forward for possible inclusion in the 2021/22 budget.

20/017 TO REVIEW SECURITY AT RUSHMERE DEPOT – 3 POSSIBLE OPTIONS

- (a) DNA marking
- (b) Spyraldna – multi layer security system
- (c) Check costs and viability of both systems and agree to budget for next year

After discussion it was agreed that we would accept the quotation from Panther Security to install a DNA sprayhead, sensor, control gear etc at our Rushmere Depot. The cost of up to £2000 to be taken out of the budget for ANPR. Town Clerk to arrange for an order to be placed.

Proposed: Councillor Bragg, Seconded: Councillor Banks. ALL IN FAVOUR.

20/018 TO REVIEW THE TASK TRACKER

All items reviewed - Tracker will be updated.

20/019 DATE AND TIME OF NEXT MEETING

Thursday 23 July 2020 at 11am.

There being no further business the meeting closed at 12.50pm.

Minutes prepared by Councillor Jenkins.