

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF THE ASSETS, FACILITIES & ENVIRONMENT COMMITTEE MEETING**

**HELD ON WEDNESDAY 27 JANUARY 2021 AT 9.30AM**

PRESENT	Councillor Robert Jenkins (Chairman) Councillor John Akker Councillor Julie Baker Councillor Peter Banks Councillor Dave Bragg Councillor Carl Powling Councillor Sylvia Wargent Councillor Sophie Weaver
IN ATTENDANCE	Petra Palfreyman (Town Clerk)

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

21/001 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

21/002 DECLARATIONS OF INTERESTS

There were no declarations of interest received.

21/003 MINUTES OF MEETING HELD ON 23 JULY 2020 AND MATTERS ARISING

The minutes of the meeting held on 23 July 2020 were confirmed and signed by the Chairman as a true record. Proposed: Councillor Akker, Seconded: Councillor Banks. ALL IN FAVOUR.

Matters arising: There were no matters arising not covered elsewhere on the agenda.

21/004 TO REVIEW THE TASK TRACKER

All items on the Tracker were reviewed – Councillor Jenkins to up-date and circulate.

21/005 TO REVIEW THE SITUATION WITH COAST ROAD TOILETS MAIN DRAINS AND TO DETERMINE A COURSE OF ACTION

The main drain continues to be a problem. The root cause appears to be the way the outlets into the drain are now configured. Thornwood will be arranging for a drainage expert to visit the site in the next few days.

21/006 TO RECEIVE AN UPDATE ON MELROSE ROAD OFFICE LEASE, ROOF REPAIR, ROOF INSULATION AND EPC CERTIFICATE

The Town Clerk reported that Colchester Borough Council has the lease arrangements in hand and are now waiting on solicitors. Repairs to the roof are waiting on the contractor who will carry out this work and the insulation at the same time. Arrangements are in hand with Colchester Borough Council over payment for the insulation and the EPC cert.

21/007 TO DISCUSS AND DETERMINE IF WE NEED TO SPEND ADDITIONAL MONEY ON UPGRADE TO FOOTPATH BEHIND TENNIS PAVILION – QUOTE FROM ISLAND ARB & GROUNDWORKS LTD  
COUNCILLOR WOOD TO ADVISE ON RESPONSE FROM TENNIS CLUB RE DOWNPIPES

This item has been passed to the Sports & Recreation Committee for consideration.

21/008 TO AGREE IF WE SHOULD REFURBISH THE OLD SEAT FROM AROUND THE TREE IN SENSORY GARDENS AND RE-LOCATE IN WEST MERSEA PARK. ALSO TO PURCHASE A SEMI-MATURE TREE TO REPLACE THE SILVER BIRCH RECENTLY FELLED IN WEST MERSEA PARK

All were in favour of the course of action. The Town Clerk to make the necessary arrangements on the refurbishment and Councillor Jenkins to arrange the tree with Carol.

21/009 TO DISCUSS IF THE COUNCIL SHOULD INVEST TIME AND MONEY IN ESTABLISHING VILLAGE GREEN STATUS FOR THE VARIOUS PIECES OF GREEN SPACE OWNED BY COLCHESTER BOROUGH COUNCIL. FOR EXAMPLE, LAND OPPOSITE 49 AND 51 SEAVIEW AVENUE AND GREEN SPACE TOP OF OAKWOOD AVENUE (SOUTH)

All were in favour of the principle of securing these public spaces via obtaining Village Green status. This item to be added to the Task Tracker and liaison maintained with the Mersea Island Society.

21/010 TO DISCUSS TIMESCALES, SPECIFICATION AND COST OF MAKING GOOD (PASSABLE) FELDY VIEW PERMISSIVE FOOTPATH

Councillor Powling to re-contact Highways and attempt to ascertain possible contractors. We have a quote from Comtrac (Essex County Council contractor). All in agreement we must find a solution. Work, ideally, to commence in the summer. Cost has been budgeted.

21/011 TO DISCUSS BOARDWALK REPAIRS AND POSSIBLE S106 FUNDING

We have one quote – The Town Clerk to ask Maydays for an alternative quote. S106 has been said to be a possibility – Town Clerk to follow-up.

21/012 CHAIRMAN TO MOVE THAT THE PRESS AND PUBLIC BE EXCLUDED DURING THE TRANSACTION OF THE FOLLOWING ITEMS ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

21/013 TO DISCUSS AND AGREE RECRUITMENT OF A LITTER PICKER FOR WEST MERSEA PLUS ASSOCIATED MATTERS, TO INCLUDE:

(A) RECRUITMENT PROCESS, SALARY AND HOURS

It was proposed that we should look to employ a Litter Picker. It was agreed that we should advertise locally, pay to be £9.50 per hour. 6 hours per week on average on a 6 month initial contract. This role is not to be a substitute for Colchester Borough Council providing a service in clearing away rubbish at busy times (the current contract should provide for this). Councillor Jenkins to draft a suitable advert for placement in Mersea Life asap. Proposed: Councillor Jenkins, Seconded: Councillor Baker. Councillor Bragg voted against.

(B) SHOULD WE INVESTIGATE TRAINING TO GIVE LITTER PICKER THE AUTHORITY TO ISSUE FIXED PENALTY NOTICES?

It was considered that this would possibly cause difficulties with Colchester Borough Council and may be a deterrent to possible recruits. All in favour of not proceeding.

(C) SUPPLY UNIFORM AND TOOLS OF THE TRADE

All were in favour – cost is in budget.

(D) ORDER EUROBIN FOR RUBBISH COLLECTED AND DISCUSS SITE

A centrally placed Eurobin was thought to be the best solution – either located at Melrose Road offices or the Glebe. Cost has been budgeted.

21/014 TO REVIEW QUOTES FOR REFIT OF FAIRHAVEN TOILETS AND TO APPOINT A CONTRACTOR

Three quotes were obtained but only one quote from Thornwood met the spec, the budget and installation time. It was agreed to place the order with Thornwood.

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

21/015 DATE AND TIME OF NEXT MEETING

Next meeting 5 May 2021 at 10.00am.

There being no further business the meeting closed at 11.35am.

Minutes prepared by Councillor Jenkins (verified by Town Clerk)