

Minutes subject to approval at the next Council meeting

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF THE EXTRA ORDINARY COUNCIL MEETING**

**HELD ON MONDAY 1 NOVEMBER 2021**

PRESENT: Councillors: Carl Powling (Mayor)  
John Akker  
Julie Baker  
Samuel Jarvis  
Robert Jenkins  
Sophie Weaver  
Chris Wood

IN ATTENDANCE: Town Clerk: Vanessa Allen

**21/245 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Wargent and Bragg due to illness. A vote to accept apologies was not taken.

**21/246 TO RECORD DECLARATIONS OF INTEREST**

There were no declarations of interest received.

**21/247 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**21/248 EXCLUSION OF PRESS AND PUBLIC**

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.

A vote was not taken as there were not any members of the public present.

**21/249 CHANGING PLACES TOILET FACILITY**

Councillor Weaver updated the Council on the progress of the project. The ECC Short breaks Grant agreement is still awaited, however they have confirmed that they are able to release £55,000 of funding towards the project dependant on the project completion by 31<sup>st</sup> March 2022.

RISE contract will not be signed until ECC grant agreement and conditions are received.

- I. To review Contractors contract and to consider and agree terms and conditions.

There was discussion on contractors payment terms, this will be negotiated to ensure that a larger percentage is held on completion.

- II. To discuss and agree whether to appoint Solicitors to review Contractors contract.

Clerk to send a copy of the contract to ECC lawyer for review.

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- III. To agree to Councillor Weaver Project Managing.

**It was RESOLVED that Councillor Weaver be appointed as Project Manager.**

- IV. To consider and agree delegated powers of authority to Councillor Weaver to spend up to an agreed amount in conjunction with the Mayor.

**It was RESOLVED that up to £10,000 contingency spend was authorised for the Project Manager in conjunction with the Mayor and for any spend over the £95,000 budget be referred to the Council.**

- V. To consider and agree external colours.

**It was RESOLVED that external colour choices be delegated to Councillor Weaver.**

- VI. To consider and agree internal designs.

**It was RESOLVED that external colour choices be delegated to Councillor Weaver.**

- VII. To consider and agree Victoria Esplanade lease.

Item to be deferred until a copy of the lease is received.

- VIII. Update and agree next steps on consultation.

Consultation to be published in local press, website and e-newsletter. Written draft had been circulated. Councillor Weaver to amend draft to reflect that grant applications have been made and to qualify 'typical design' in the document.

- IX. Update on Certificate of Lawfulness application progress.

Application will cost £117 and draft is ready to be submitted.

- X. To review and agree proposed Victoria Esplanade lease.

Duplication of VII above.

There being no other business, the public meeting closed at 3.20pm.