



COUNCIL MEETING

**Meeting to be held on Thursday 23rd September 2021 at 7pm in the Council Chambers,
10 Melrose Road, West Mersea CO5 8JD**

17th September 2021

Councillors are summoned to attend the above meeting to deal with the following business.

VEAllen

Vanessa Allen
Town Clerk

Members of the public and press are warmly welcomed to attend, however due to the higher risk of catching and passing on Covid 19 in crowded and enclosed spaces we have placed restrictions on the numbers able to attend. If any member of the public would like to attend the meeting please advise the Town Clerk in **ADVANCE** by telephone on 01206 382128 or email town.clerk@westmersea.org no later than 4pm on the day prior to the meeting to reserve your seat at the meeting, numbers allowing. Seats will be allocated on a first come first served basis. Written representations will be accepted and put before the Council for those unable to attend. The Government expects and recommends that people wear face coverings in enclosed crowded areas and we also request that you wear a mask when attending Council meetings. Hand sanitiser will be available.

AGENDA

Chairman to state/request:

- The fire exit procedure
- The meeting is being recorded
- That members of the public should remain quiet while the council meeting is in progress
- That mobile phones are all switched to silent
- Comments and statements made during the public session will be noted but may not be responded to during the meeting. Where appropriate, a response may be made by telephone, email or letter at a later date

- 21/191 To receive apologies for absence
- 21/192 To record declarations of interests
- 21/193 Public session (15 minutes, 3 minutes per speaker)
- 21/194 To receive reports from our County and Borough Councillors
- 21/195 To confirm Minutes of the Council Meeting of 2 September 2021
- 21/196 To consider Planning Applications received
- 21/197 To receive notification of Planning Decisions

- 21/198 To note the current financial position
- 21/199 To approve payments made between 25th August and 16th September
- 21/200 To consider a letter from West Mersea Town Regatta requesting a donation, *(email sent on 08.09.21 requesting copy accounts)*
- 21/201 To consider a letter from West Mersea Women's Institute requesting funding for Hall renovation, *(email link to Grant Awarding Guidelines sent 13/07/21)*
- 21/202 To receive an update on the Changing Places facility
- 21/203 To receive an update from Personnel Committee
- 21/204 To receive an update from Sports and Recreation Committee
- 21/205 To receive an update from Parking Working Group
- 21/206 To consider amendment to Financial regulations

4. Budgetary control and authority to spend

4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- the council for all items over [£5,000];
- a duly delegated committee of the council for items over [£500]; or
- the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below [£500].

Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

(Amending the regulations: Where the guidance has information in [square brackets] this part may be deleted if not relevant. The value inserted in [square brackets] may be varied by the council).

- 21/207 To discuss and agree to a suggested donation of £50 to the Royal British Legion for Remembrance Day Poppy wreath
- 21/208 Items to be added to next agenda
- 21/209 Mayor's Notes
- 21/210 Mayor 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.
- 21/211 To consider, agree and sign the following agreements in relation to the Flood Alleviation Scheme at The Lane, West Mersea:
- I. Section 50 License Agreement 01 (Ref. S50-1619) - Flood Barrier
 - II. Section 50 License Agreement 02 (Ref. S50-1680) - Sump Pits
 - III. Section 50 License Agreement 03 (Ref. TBC) - Flood Barrier Storage Container

IV. Collaboration Agreement between Essex County Council, West Mersea Town Council and The Old City Flood Gate Group CIC

- 21/212 To consider and agree contracting a tree health and safety inspection report, (price comparisons report distributed)
- 21/213 To discuss and agree replacement of mobile phone handsets, (costs distributed)
- 21/214 To discuss and agree the allotment fees for 2022, (report distributed)
- 21/215 To discuss and agree Christmas tree light replacements, (comparisons report distributed).
- 21/216 To discuss and agree Wellhouse slide replacement or adaption. (Costs report distributed).
- 21/217 To discuss and agree variation to Grounds maintenance contract ending 31st March 2022

-End-