



COUNCIL MEETING

**Meeting to be held on Thursday 2nd September 2021 at 7pm in the Council Chambers,
10 Melrose Road, West Mersea CO5 8JD**

26th August 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 Covid regulations there are 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. Please wear a mask when moving around. 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

- 21/161 To receive apologies for absence
- 21/162 To record declarations of interests
- 21/163 Public session (15 minutes, 3 minutes per speaker)
- 21/164 To receive reports from our County and Borough Councillors
- 21/165 To confirm Minutes of the Council Meeting of 12th July 2021
- 21/166 To confirm Minutes of the Extraordinary Council Meeting of 17th August 2021
- 21/167 To consider Planning Applications received

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- 21/168 To receive notification of Planning Decisions
- 21/169 To approve payments made between 1st July and 24th August 2021
- 21/170 To agree to a card payment terminal contract to enable in person and over the telephone card payments
- 21/171 To discuss and agree restructure of committees and membership and appoint Committee Chairmen
- 21/172 To discuss and agree restructure of working groups and membership and appoint Working Group Chairmen
- 21/173 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
- 21/174 To discuss skatepark response from EALC and agree next steps
- 21/175 To discuss and agree purchase of replacement slide for Wellhouse Park
- 21/176 To receive an update/feedback on new website
- 21/177 To review the Colchester Borough Council lease of 10 Melrose Road. To consider the items highlighted by the Solicitors, advise of any errors or omissions and agree on responses to the following;
- I. Section 7. Term. The lease term is stated as 26 years ending in 2027. Is the lease 26 years or ending in 2027 (6 years)?
 - II. Section 26. Repair and Decoration. The lease states that WMTC is required to put the property in good repair and condition even if it is in a worse state now. The building needs more work for it to be in a good state of repair, namely the concrete windowsills at the rear of the building, the boiler and toilets. WMTC can request that lease is changed to say that WMTC must keep the property in good repair and condition and not obliged to leave it in any better condition.
 - III. Section 30. Repair and decoration. Obligation to replace all floor coverings within 3 months at end of the term. This is an expensive obligation and can be removed if wanted.
- 21/178 To consider and agree Changing Places facility on the Victoria Esplanade car park;
- I. Location
 - II. Spending approval
 - III. Grant applications to Community initiatives Fund for £10,000 and Essex County Council funding of £55,000
 - IV. Time scales and process
 - V. Planning consent/Consultation
 - VI. Tender document for Contract finder
 - VII. Project Manager
- 21/179 To discuss and agree response to request to purchase land from West Mersea Town Council
- 21/180 To consider a report on the Neighbourhood Plan and appointment a representative on the Steering Group

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- 21/181 To consider a letter from West Mersea Town Regatta requesting a donation
- 21/182 To consider a letter from Refresh Mersea requesting a donation
- 21/183 To retrospectively agree purchase of £4500 aggregate for works to the Permissive Footpath, Feldy cemetery to the sea wall.
- 21/184 To agree purchase of 2 additional Sharepoint licences at cost of £15.60 per month in addition to the two currently owned to continue with the update of office computer system to Microsoft Sharepoint with restricted access.
- 21/185 To receive feedback from Town Councillor vacancy and to agree date of Extraordinary Council meeting to co-opt a Councillor; 23rd September or 14th October.
- 21/186 Items to be added to next agenda
- 21/187 Mayor's Notes
- 21/188 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.
- 21/189 To discuss and agree quotes for the replacement of internal and external lighting at Rushmere Close unit
- 21/190 To consider and agree contracting a Tree Health and Safety inspection report

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