

WEST MERSEA TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD ON THURSDAY 3 FEBRUARY 2022

PRESENT: Councillors: Carl Powling (Mayor)
John Akker
Julie Baker
David Bragg
Sam Jarvis
Robert Jenkins (Deputy Mayor)
Sophie Weaver
Chris Wood

IN ATTENDANCE: Town Clerk: Vanessa Allen
Borough Councillor Pat Moore
13 members of the public

21/351 **APOLOGIES FOR ABSENCE.** To receive apologies for absence

Apologies were received from Councillor Wargent and Borough Councillors John Jowers and Robert Davidson. No vote was taken.

21/352 **DECLARATIONS OF INTEREST.** To receive declarations of personal, prejudicial and pecuniary interests from members relevant to items under discussion at the meeting

Councillor Akker declared a non-pecuniary interest due to membership of Stop 350 and Mersea Island Society.

Councillor Baker declared a non-pecuniary interest as a member of Stop 350

21/353 **PUBLIC PARTICIPATION.** A period of up to 15 minutes for members of the public to ask questions or submit comments

A member of the public advised that the Neighbourhood Plan referendum is to be held on 17th March at the West Mersea Bowls Club.

A member of the public spoke about the Installations at the Glebe policy being discussed to suggest that the wording be amended to add the requirement that the Council is consulted and agreement given before any planning applications.

A member of the public spoke on 102 East Road appeal for changes to the carriageway, that are promoted by the developer as traffic calming. Highways have published a strong rebuttal and the proposals will grossly impact residents. They requested that the Council firmly oppose the plans.
The member of the public requested an update on a query raised last April on better signage at Cross Lane.

A member of the public spoke representing a number of residents in Colchester Road on the retrospective site compound planning application who strongly object to the location, would like confirmation that the site will be removed in full by June and returned to an agricultural field and that working hours be 8am until 5pm.

A member of the public spoke on the signage at Village Green 241, requested an update of the meeting with Dabchicks sailing club and spoke of their concerns of safety of the steps when there is a level path that could be used.

21/354 COUNTY AND BOROUGH COUNCILLORS REPORTS. To receive reports from our County and Borough Councillors

Councillor Pat Moore

Councillor Pat Moore spoke on the planning application for temporary safety fencing and to advise that this has been 'called in' for review due to locked gates and the affect to disabled residents and emergency services.

Councillor Pat Moore stated that the fencing on the Village Green is unlawful, but not a planning issue.

The Mayor of Colchester, Robert Davidson is planting an oak tree in lower castle park on Sunday 6th February at 2pm for the Queen's Platinum Jubilee.

There is a winter resilience campaign with packages available for vulnerable people who are discharged from hospital, sponsored by Waitrose, Co-op and North Essex Alliance.

Essex County Council is supporting Guardian Angels.

Colchester Borough Council have a Home Burning Campaign to encourage burning of well seasoned wood.

There is funding available for sports kit and equipment, with grants of up to £750.

Colchester Heritage is working on a project to conduct an archaeological geophysical survey of Gosbecks and there will be a gladiator exhibition at Colchester Castle.

The next caravan forum will be held at 9.30 on 11th March at Leisure World.

Councillor Pat Moore spoke on item 21/368 to advise that if West Mersea Town Council works a suitable scheme we will do what we can to assist.

Councillor Pat Moore left the meeting at 7.35pm

21/355 CONFIRMATION OF PREVIOUS MINUTES

- I. To confirm Minutes of the Council Meeting of 13th January 2022
- II. To confirm Minutes of the Extraordinary Council Meeting of 21st January 2022

It was RESOLVED that the MINUTES of the Council meeting held on 13th January 2022, be confirmed as a true record of the meeting.

Councillor Jenkins commented that under item 21/334 that a donation to the WI Hall was to be added to the next Agenda. The Clerk advised that the WI have received the funding they currently need and will advise when they have costs for phase 2 of renovations.

It was RESOLVED that the MINUTES of the Extraordinary Council meeting held on 21st January 2022, be confirmed as a true record of the meeting.

21/356 PLANNING APPLICATIONS. To consider Planning Applications received

(a) 21 3544

New larger roof (steeper pitch) to provide first floor accommodation over existing bungalow. New slightly larger roof (steeper pitch) to existing extension to side of same bungalow. Internal alterations. 2 Alexandra Avenue, West Mersea.

Following discussion it was RESOLVED that CONSENT be granted in respect of this application.

(b) 21 3523

Demolish the rear additions and propose a new two storey extension to the rear of the original dwelling. 6 New Captains Road, West Mersea.

Following discussion it was RESOLVED that CONSENT be granted in respect of this application.

(c) 21 3492

Alterations to front elevation. 64 High Street, West Mersea.

Following discussion it was RESOLVED that CONSENT be granted in respect of this application.

(d) 22 0023

Retrospective planning application for a temporary site compound that will support delivery of a Flood Alleviation Scheme on The Lane, West Mersea that was granted approval by Colchester Borough Council (ref. 19 3061) on the 20 September 2020. This temporary development is approximately 0.26Ha and will comprise of a hard standing with perimeter fencing that will contain 4no. shipping containers. Shipping containers used for staff welfare facilities, plant and materials storage. The site compound was established on week commencing 24 May 2021 and is expected to be de-commissioned by no later than 24 June 2022. Colchester Road, West Mersea.

Following discussion the Council RESOLVED to submit the following comment 'The Council would like assurances that the site be put back to its original position from June 2022 and to keep working hours 8am to 5pm.'

(e) 22 0046

This planning application is for the temporary installation of a safety fence and gating system to facilitate delivery of a flood alleviation scheme on The Lane, West Mersea that was granted planning permission by Colchester Borough Council (ref. 19 3061) on 20 September 2020.

Land adjacent to, Dabchicks Sailing Club, 143 Coast Road, West Mersea.

Following discussion the Council RESOLVED to submit the following comment 'It is inappropriate that the gate is locked and fencing is causing too much disruption to local residents and impacts on Emergency Services.'

(f) 21 2831

Application to vary condition 3 of planning permission 14 4591 – subletting restriction.

West Mersea Holiday Park, Seaview Avenue, West Mersea.

Following discussion the Council RESOLVED to submit the following comment 'The Council wishes to repeat the comment made on 24th November 2021. The Council had no comment other than the terms of keeping the up-to-date register of main home addresses is supported. It also supports the Authority maintaining a strict requirement that no one occupying a caravan/lodge shall work or attend a school and that the register also contains details for those who occupy as a sub-let.'

(g) 22 0146

First floor extension to existing garage to form annexe to main dwelling.

1 New Captains Road, West Mersea.

Following discussion it was RESOLVED that CONSENT be granted in respect of this application.

(h) 21 2723

Application for removal or variation of conditions 2, 8, 9 & 10 following grant of planning permission 20 1920. Revised drawings. Dukes Seafood, Coast Road, West Mersea.

Following discussion the Council RESOLVED to submit the following comment 'The Council wishes to repeat the comment made on 5th November. The Council requested that planners take into consideration the conservation area, the impact of possible light pollution and the terms of the West Mersea Neighbourhood Plan.'

21/357 **PLANNING DECISIONS.** To receive notification of Planning Decisions

Application passed

(a) 21 3189

Application to vary condition 2 (drawing 29/PA/0002 - small change to glass balustrade to balcony) and 4 (to reflect new proposed balustrade arrangement) following the grant of planning permission 20 2692 (revised description).

19 Shears Crescent, West Mersea.

Application refused

(a) 21 2661

Change of use to allow proposed pie and mash shop with a seated area, also offer takeaway and delivery services. Some internal cosmetic alterations have already been completed.

5 Queens Corner, West Mersea.

Application withdrawn

(a) 21 3251

Extension to existing single storey rear bay window and creation of first floor external balcony above. Single storey extension to the rear of existing outbuilding. New cladding and smooth render to the rear elevation. 11 Coast Road, West Mersea.

Appeal decision

(a) 20 2260

Erection of 1no. single storey dwelling house with associated parking and landscaping to the rear of 35 Barfield Road. 35 Barfield Road, West Mersea.

21/358 **TOURISM SIGN IMPROVEMENTS.** To consider ECC Highways draft Tourism Signage improvements

It was RESOLVED that the Council welcomes improvement to signage and would like the opportunity to liaise with Essex County Council on the proposals and to request signs to be put onto the Strood to direct visitors to car parks.

21/359 **APPROVAL OF PAYMENTS.** To approve payments made between 5th and 28th January 2022 and to approve payments to be made

It was RESOLVED to approve payments made between 5th and 28th January 2022.

21/360 **INTERNAL AUDITOR.** To approve appointment of internal auditor Jan Stobart for the financial year 2021/22 at a cost of £420

It was RESOLVED to approve the appointment of Jan Stobart as internal auditor for the financial year 2021/22 at a cost of £420.

21/361 **FINANCE REPORT.** To receive balances held at bank as at 14/01/22

A report was circulated.

21/362 **BANK MANDATES.** To agree and approve Bank mandate amendments to

- I. Barclays Bank
- II. Unity Trust Bank
- III. NS&I
- IV. Barclaycard

It was RESOLVED to agree bank mandate changes to remove Councillors and officers no longer in post and to add Town Clerk to Barclays and Barclaycard mandates along with Councillor Baker to Barclays, NS&I and Unity Trust.

21/363 **CHANGING PLACES.** To receive an update.

Councillor Weaver reported that the unit is in place and that there were additional costs for ramp and handrail installation. There is an issue with connection to foul drainage which has not yet been fully resolved, final costs will be advised.

21/364 **POLICY REVIEWS.** To review and agree policies

- I. Policy for alterations or installations at the Glebe
- II. Grant Awarding Policy
- III. Risk Management Scheme
- IV. Training and Development Policy
- V. Card payment and Information Security Policy

Following discussion it was RESOLVED to accept policies I, II, IV and V with amendments to the Policy for Alterations or Installations at the Glebe to include "All work and planning applications must be approved by the Council", to amend II, Grant Awarding Policy to include the correct a S137 amount. III Risk Management Policy was deferred.

21/365 **CEMETERY CHARGES.** To review cemetery fees from 1st April 2022

It was RESOLVED to increase charges by 2% to the nearest pound, Feldy view internment of ashes for resident and non-resident fess to remain at 2021 prices and to equalise costs of reopen for ashes in Feldy view with those of the Garden of Remembrance.

21/366 **CLERKS REPORT**

- **Boardwalk** - Quotations for replacement are being sought
- **Welcome Back Grant** - Grant to provide planters for outside the Council offices and replanting of flower beds on the putting green on Victoria Esplanade
- **Wellhouse slide** - replacement parts have been installed
- **CBC Park reports** - Quarterly reports have been circulated
- **Freedom of information request** - 2 requests have been received
- **Flood Alleviation scheme** - A meeting was held with Old City Flood Gate Group, ECC and barrier manufacturer

21/367 **QUEENS JUBILEE**

- Meeting date to be set for working group
- To consider a Chair of the Queens Jubilee working group
- To consider draft budget
- To grant authority to a Councillor (other than Chair of working group) to approve spending against the draft budget agreed by the working group to enable booking of services

There is a draft plan of events;

- Thursday 2nd June – Lighting of the Beacon
- Friday 3rd June – Street fair in High Street
- Saturday 4th June – Dinner and Dance at the MICA
- Sunday 5th June – Picnic in park

Councillor Weaver is organising fireworks, bugler and a piper for Thursday 2nd June beacon lighting event and has set up a up Facebook Platinum Jubilee Group.

Mersea Island School has approached the Council to purchase commemorative coins for all pupils at a cost of £1280.75. Meeting date to be confirmed.

It was RESOLVED to purchase Platinum Jubilee commemorative coins for Mersea Island School pupils.

It was RESOLVED that Councillor Weaver Chair the Queens Platinum Jubilee Working Group, with Councillor Baker acting as Deputy Chair.

The Clerk advised that the Queens Jubilee working group does not have authority to spend and that a detailed budget needs to be worked to enable spending to be brought before the Council for approval.

21/368 CONSTRUCTION TRAFFIC. To consider the following motion put forward by Councillor Akker;

The Council wishes to formally record its concerns; and calls for:

1) Our local Borough Councillors and County Councillor as a matter of urgency to address the immediate concern regarding construction traffic use of Dawes Lane and to plan to bring into effect measures to ameliorate the unacceptable pressure on the area from greatly increased traffic levels, post-construction phases.

2) These Councillors be invited to produce an overall plan, in consultation with West Mersea Town Council, that can be put to both Borough and County Councils. Specifically, this should consider traffic calming, provision of footways, and roundabouts going forward.

3) An invitation to be extended by these Councillors to the developers for their involvement in these discussions.

It was RESOLVED to accept Councillor Akker's proposal.

21/369 NEXT AGENDA. Items to be added to next agenda

Platinum Jubilee project plan.

21/370 MAYOR'S NOTES

Colchester Borough Council's Community Enabling Officer has requested building costs for the Community/Sports building at the Glebe to provide at a Public Enquiry.

21/371 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

It was RESOLVED to exclude the press and public due to the confidential nature of the business to be transacted.

The public left the meeting at 9.30pm.

21/372 **STAFF SALARIES.** To agree proposal from Personnel Committee on staff pay rise with effect from 1st April

It was RESOLVED to accept the Personnel Committee proposal on staff pay rises with effect from 1st April.

21/373 **LEASE 10 MELROSE ROAD.** To agree and sign lease for Council Offices

Item deferred.

21/374 **COUNCIL BUILDING REPAIRS.** To consider quotations received for repairs to window cills and lintels

Item deferred.

21/375 **COLLABORATION AGREEMENT.** To discuss and agree Collaboration Agreement with ECC and Old City Floodgate Group

Item deferred.

There being no other business, the meeting closed at 9.35pm