

WEST MERSEA TOWN COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING

HELD ON THURSDAY 19 MAY 2022

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

IN ATTENDANCE: Town Clerk

Borough Councillor Pat Moore

4 members of the public

22/039 **ELECTION OF MAYOR.** To elect Town Mayor and Mayor to receive the Mayor's Declaration of Acceptance

Councillor Powling was proposed (Cllr Bragg) and seconded (Cllr Jenkins). **After a vote the Council RESOLVED to elect Councillor Carl Powling as MAYOR.**

22/040 **ELECTION OF DEPUTY MAYOR.** To elect a Deputy Mayor and Deputy Mayor to receive the Deputy Mayor's Declaration of Acceptance

Councillor Jenkins was proposed (Cllr Jarvis) and seconded (Cllr Bragg). **After a vote the Council RESOLVED to elect Councillor Robert Jenkins as DEPUTY MAYOR.**

Cllr Akker proposed that the Council considers under item 22/051, review of Standing Orders that the Council considers a maximum term for the Chair of the Council to two successive terms to enable rotation and as the system inhibits candidates coming forward.

22/041 **APOLOGIES FOR ABSENCE.** To receive apologies for absence

Apologies were received from Borough Councillor Robert Davidson.

22/042 **DECLARATIONS OF INTEREST.** To receive declarations of interest from members.

Councillor Akker declared an interest in relation to Agenda item 22/046 due to membership of Stop 350 and Mersea Island Society.

Councillor Baker declared an interest in relation to Agenda item 22/046 due to membership of Stop 350 and Mersea Island Society.

Councillor Jenkins declared an interest in relation to Agenda item 22/046 22 0570.

22/043 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 spoke to thank Borough Councillor Pat Moore for the Village sign grant. They spoke on the benefits of the bathing rafts and offered their assistance.

A member of the public spoke on NEPP proposals for disabled bays in Seaview car park. They raised the issue of Seaview Car Park ownership advising that they have provided documents to the Council to show that the car park passed from WM UDC to WMTC and was financed by a loan. WMTC pay business rates to CBC and the issue needs to be resolved.

A member of the public spoke in support of the bathing rafts.

A member of the public spoke in support of bathing rafts and requested that parking be considered in Dawes Lane development.

22/044 COUNTY AND BOROUGH COUNCILLORS REPORTS. To receive reports from our County and Borough Councillors

Cllr Pat Moore advised that there had been meeting with City & Country developers to secure local homes for local people at Brierley Paddocks. Cllr Tim Young will be made Mayor at Colchester Borough Council meeting to be held on 25th May, with Cllr John Jowers being Deputy Mayor.

There are various consultations; Colchester Open space until 31/05/22, Active Travel Scheme for Crouch Street until 03/06/22.

Community 360 are running a scheme called Tech Mates which is a course to assist people with IT.

CBC Ukraine briefing; 257 guests, 113 sponsors, 97 arrivals. £200 is allocated to each guest and hosts receive £350 per month. There is a scheme for re-matching if the first placement doesn't work. Colchester for Ukraine has raised £200,000 to deliver 100,000 meals to Ukraine.

The Government is providing £10,500 to Councils for each person housed. Colchester has the largest number of guests in the County.

The Pontoon is undergoing modifications and consultation is imminent.

Queens Platinum Jubilee celebrations commences in Castle Park at 12 noon on Thursday 2nd June with a gun salute, community picnic, reception at the Town Hall with a procession to Castle Park for the lighting of the beacon.

The Local Plan is awaiting the inspectors letter, the Local Plan Committee will meet and it will go to the full Council.

22/045 CONFIRMATION OF PREVIOUS MINUTES. To confirm Minutes of the Extraordinary Council Meeting of 6th May 2022

It was RESOLVED that the MINUTES of the Extraordinary Council meeting held on 6th May 2022 be confirmed as a true record of the meeting.

22/046 PLANNING APPLICATIONS.

- To consider Planning Applications received

(a) 22 0872

Proposed new beach hut to replace dilapidated hut which was removed.

Hut 43, The Spinney, 8 Victoria Esplanade, West Mersea

It was RESOLVED that CONSENT be granted in respect of this application.

(b) 22 1014

New first floor external balcony. Resubmission of 21 3251. 11 Coast Road, West Mersea

It was RESOLVED that CONSENT be granted in respect of this application.

(c) 22 1116

Two storey front and single storey side extensions together with new car lodge. Resubmission of 22 0295. 28 Melrose Road, West Mersea

It was RESOLVED that CONSENT be granted in respect of this application.

(d) 22 1039

Demolition of existing dwelling and garage and its replacement with a new dwelling and garage. 17 Coast Road, West Mersea

It was RESOLVED that CONSENT be granted in respect of this application.

(e) 22 0570

Demolition and replacement of no. 34 through the erection of a new two storey dwelling. Resubmission of 21 3096 34 Yorick Road, West Mersea

It was resolved that the Council do not wish to comment on this application.

- To receive notification of Planning Decisions

(a) 21 2723

Application for removal or variation of conditions 2 for the inclusion of a rear walkway and alterations to the approved fence to the northern boundary, following grant of planning permission 20 1920. Revised description. Dukes Seafood, Coast Road, West Mersea

WMTC recommendation:

This Council requests that the planners take into consideration the conservation area, the impact of possible light pollution and the terms of West Mersea Neighbourhood Plan.

(b) 22 0637

Convert existing garage to kitchen; small extension to front of garage; demolish existing conservatory to rear and build ground floor extension. 46a Barfield Road, West Mersea

(c) 22 0788

Replace conservatory roof and doors to a flat roof with a glazed lantern and new rear doors. 11 Firs Chase, West Mersea

22/047 APPROVAL OF PAYMENTS

- To approve payments made and to be made
- To approve regular payments made by Direct Debit and BACS

Payment Report had been circulated amongst Councillors. **It was RESOLVED to approve all payments.**

22/048 COMMITTEES

- To consider and agree committee structures
- To appoint members
- To appoint committee Chairs
- To review terms of reference for committees.

Following discussion around Committee structure, strategy, priorities and objectives the Council **RESOLVED** that there would be 5 Committees and the members and Chairs of each Committee were appointed.

- **Personnel Committee. Cllr Akker (Chair), Cllr Baker, Cllr Bragg, Cllr Wood**
[staffing issues, wages, expenses, disciplinary and other issues related to staff/councillors, Health and safety]
- **Community Facilities Committee. Cllr Wood (Chair), Cllr Baker, Cllr Bragg, Cllr Jarvis**
[car parks, glebe and parks, cemeteries, public toilets, skatepark, Council offices, Rushmere, Boardwalk, War Memorial, Sports Facilities, benches, bus shelters, town signage, allotments, Bathing rafts]
- **Environment & Community Services Committee. Cllr Weaver (Chair), Cllr Baker, Cllr Jenkins, Cllr Powling**
[waste facilities and management, biodiversity and tree planting/stock, crime and safety, events, devolution, footpaths, SSSI, transport, community group support, gate licences]
- **Finance & Strategy Committee. Cllr Powling (Chair), Cllr Jenkins, Cllr Akker, Cllr Weaver, Cllr Wood**
[Financial management and auditing, forward investments, contingency planning, S106, Neighbourhood Plan, Local Plan, External relations CBC, ECC]
- **Planning Committee. Cllr Akker (Chair), Cllr Baker, Cllr Bragg, Cllr Wood**

22/049 **WORKING GROUPS.** To consider and agree working groups, their membership and Chairs;

- I. Public relations Working Group
- II. Parking Working Group
- III. Bathing Rafts Working Group
- IV. Loft reorganisation Working Group

Following discussion the Council **RESOLVED** that there would be 6 working groups, their members, Chairs and to whom they would report.

- **Public Relations working group. Cllr Wood (Chair), Cllr Akker, Cllr Weaver, Cllr Wood. To circulate PR to Councillors prior to publication**
- **Bradwell Working Group. Cllr Akker (Chair), Cllr Baker, Cllr Weaver. To report to Council.**
- **Parking Working Group. Cllr Akker (Chair), Cllr Baker, Cllr Bragg, Cllr Weaver, Cllr Wood. To report to Council.**
- **Bathing Rafts Working Group. Cllr Powling (Chair), Cllr Bragg, Cllr Jenkins. To report to Community Facilities Committee.**
- **Loft Working Group. Cllr Bragg, Cllr Wargent**
- **Boardwalk Working Group. Cllr Jarvis (Chair), Cllr Akker, Cllr Baker, Cllr Weaver, Cllr Wood. To report to Community Facilities Committee.**

22/050 **REPRESENTATIVES.** To consider and agree representatives;

- I. CALC representative
- II. Health & Safety representative
- III. ENORI representative
- IV. Flood Defence Scheme representative

It was **RESOLVED** that;

- **Councillor Akker continue as CALC representative**
- **Councillor Akker continue as Health and Safety representative**
- **Councillor Powling continue as Flood Defence Scheme representative**

22/051 **STANDING ORDERS AND FINANCIAL REGULATIONS.** Review and adoption of Standing Orders and Financial Regulations

Following discussion the Council RESOLVED to make the following adjustments to the Standing orders;

- Page 19 17.c The Responsible Finance Officer shall supply to each Councillor as soon as practicable after the **month end** in each year a

Following discussion the Council RESOLVED to make the following adjustments to the Financial Regulations;

- Page 5 4.1 the Clerk, in conjunction with the Chairman of the Council or Chairman of the appropriate Committee, for any items below £1000 **at their discretion.**

22/052 **POLICY REVIEWS.** To review and agree polices

- I. Code of Conduct
- II. Complaints Procedure
- III. Customer Service Standard
- IV. Documents and Records Policy
- V. Co-option Procedure

The Council RESOLVED to agree all policies.

22/053 **ASSET REVIEW.** Review of inventory of land and other assets including buildings and office equipment

Council assets were reviewed.

22/054 **INSURANCE.** Confirmation of arrangements for insurance cover in respect of all insurable risks

Councillors reviewed renewal documents. **The Council RESOLVED to accept renewal premium of £5843.29**

22/055 **SUBSCRIPTIONS**

Review of the Councils subscriptions

- Essex Association of Local Councils
- Colchester Association of Local Councils
- Society of Local Council Clerks (Clerks membership)
- Institute of Cemetery and Crematorium Management
- Rural Community Council of Essex
- Open Spaces Society
- Essex Playing Fields Association

The Council RESOLVED to continue with all subscriptions.

22/056 **CHANGING PLACES.** To receive an update

Cllr Weaver gave an update, advising that works to ramp and steps would be started week commencing 23/05/22.

22/057 **QUEENS PLATINUM JUBILEE.** To receive an update

Cllr Weaver advised that plans are on track and are within budget due to successful grant application to the Community Fund. A souvenir program of events is being printed, jubilee coins have been delivered and a date is awaited to present these to school children.

22/058 **TRANSPORT COMMITTEE.** To receive an update

The Transport met recently and received a report from the Parking Working Group. The Parking Working Group will report to the next Council meeting.

22/059 **BRADWELL MONITORING COMMITTEE.** To receive an update

The Bradwell Monitoring Committee met to discuss Bradwell B and possibility of small Nuclear build. The Committee recommended that West Mersea Town Council write to CBC to request that they again object to plans. Cllr Akker will attend the next Colchester Borough Council cabinet meeting in June and highlights these issues.

22/060 **GRANT.** To consider granting balance of Covid support funds

The Council RESOLVED to grant £2000 to the Porch Pantry.

22/061 **ALLOTMENTS.** To approve an expenditure of up to £3000 for skip hire at the allotments

The Council RESOLVED to approve expenditure of up to £3000 for waste removal where needed.

22/062 **NEXT AGENDA.** Items to be added to the next agenda

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

DRAFT