

Draft minutes subject to approval at the next meeting of the Council

WEST MERSEA TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 20TH JUNE 2023

PRESENT: Councillors: Sophie Weaver
Bob Holmes
Sam Jarvis
Paula Moore
Carl Powling

IN ATTENDANCE: Locum Town Clerk
5 members of the public

The meeting was opened by Cllr Weaver and 1 minute silence was requested to pay respects to a former Mayor and long standing councillor of West Mersea Town Council, Sylvia Wargent, who sadly passed away last week.

23/125 **APOLOGIES FOR ABSENCE**

To receive apologies for absence and a vote of acceptance to be taken

Apologies were received from City Councillors Robert Davidson and John Jowers. No vote was taken.

23/126 **ELECTION OF DEPUTY MAYOR**

To elect a Deputy Mayor. Deputy Mayor to sign the Declaration of Acceptance.

Councillor Moore was proposed and seconded. **After a vote the Council RESOLVED to elect Councillor Paula Moore as DEPUTY MAYOR.**

23/127 **DECLARATIONS OF INTEREST**

Councillors will be reminded that they must declare in relation to this agenda any disclosable pecuniary interests which would prevent them from participating in any discussion or participating in any vote upon the item, or any other pecuniary interest, any other registerable interest or non-registerable interest which would prevent them from participating in any discussion or participating in any vote upon the item.

Councillor Moore declared a non-pecuniary interest in planning application 23 1190.

23/128 **PUBLIC PARTICIPATION**

A period of up to 15 minutes (maximum of 3 minutes per person) for members of the public to ask questions or submit comments about items on the agenda and any other matters they wish to bring to the Council's attention.

Condolences were passed on to the Council regarding Sylvia Wargent and congratulations were given to Cllr Weaver on becoming Mayor for the ensuing year. Requests were made to improve and upgrade the yellow lines. A progress report about the ongoing flood barrier at Coast Road was also requested.

A request for the Council to object to plan application numbers 23 1103 and 23 1190 was made.

A request to renew the white lines at some junctions was requested.

The Council were advised that a private bathing raft had been put in the water and questioned why the Council owned rafts had not yet been put in.

Signature _____

Date _____

The Tennis Club have opened the grass courts free to children over the summer.

Concerns were raised about grass not being cut on public land, such as the Village green, and areas around the beach huts.

23/129 **COUNTY AND CITY COUNCILLORS REPORTS**

Carl Powling – From 1 April 2024, households will be charged £55 per year for fortnightly green waste collections. Neighbours can share a wheelie bin. Grass cutting has been reduced to 3 cuts per year and there has been some concerns from the Towns and Parishes.

23/130 **CONFIRMATION OF PREVIOUS MINUTES**

- I. To confirm minutes of the Council meeting of 23rd March 2023 – Deferred
- II. To confirm minutes of the Council meeting of 13th April 2023 - Approved
- III. To confirm minutes of the Extraordinary Council meeting of 26th April 2023 – Not agreed
- IV. To confirm minutes of the Annual meeting of 18th May 2023 - Approved
- V. To confirm minutes of the Extraordinary Council meeting of 19th May 2023 - Approved

Items II, IV and V - **It was RESOLVED that the MINUTES be confirmed as a true record of the meeting.**

23/131 **PLANNING APPLICATIONS**

- I. To consider planning applications

(a) 23 1103

Full planning application for the retention of an existing building for use as a residential annex and adjustment to residential curtilage. 43 Seaview Avenue, West Mersea

It was RESOLVED that REFUSAL be granted in respect of this application, for the following reasons:

- **There is no vehicular access to the annex**
- **The proposal is not in the original plan**
- **The development has reached the full allocation**

(b) 23 1111

The decommissioning of the Bank. The intention is to:

- Removal of existing external signage.
- Existing night safe in front elevation to be removed and existing aperture to be infilled with brickworks to match existing.
- Existing ATM inside elevation to be removed and existing aperture to be infilled with brickworks to match existing.

Barclays Bank plc, 10 Yorick Road, West Mersea

This Council has no comment to make.

Signature _____

Date _____

(c) 23 1190

Proposed first floor extension to front elevation, including balcony and porch renovations, and single storey extension to rear. 7 Shears Crescent, West Mersea

This Council has no comment to make.

(d) 23 1208

Single storey rear extension. 4 Strood Close, West Mersea

This Council has no comment to make.

(e) 23 1235

Roof and rear extension, similar to previous approval COL/02/0008. 15 Suffolk Avenue, West Mersea

This Council has no comment to make.

(f) 23 1339

First floor side extension to existing detached house (resubmission 22 2465). 6 Kingsland Beach, West Mersea

This Council has no comment to make.

II. To receive notification of planning decisions

Applications passed

(a) 23 0620

Installation of 18KW Solar PV System to the roof of the Dabchicks Sailing Club.
Dabchicks Sailing Club, 143 Coast Road, West Mersea

(b) 23 0680

Application to vary condition 1 (expiry of permission) and 6 (scheme of restoration) following a grant of planning permission 22 0023. Colchester Road, West Mersea

(c) 23 0265

Replacement of an existing side extension with new roof over and extension into roof space above including other alterations. 104 Coast Road, West Mersea

(d) 23 0706

Alterations to ground and first floor South and West elevations and ground floor South elevation. Existing West facing balcony altered to provide new external escape stair with associated screening.
Dabchicks Sailing Club, 143 Coast Road, West Mersea

(e) 23 0863

Application for variation of a condition 5 following grant of planning.
West Mersea Oyster Bar, The Oyster Sheds, Coast Road, West Mersea

(f) 23 0960

Single storey front extension. Upgrade of side lean to. Rear elevation alterations. 35 Whittaker Way, West Mersea

Signature _____

Date _____

(g) 23 0944

Application for variation of condition 1 following grant of planning permission 21 3234. Dawes Lane, West Mersea

(h) 23 0956

Proposed new scooter store. Mersea Court, High Street North, West Mersea

Application refused

(a) 23 0768

Proposed demolition of existing conservatory and existing single storey projections. Construction of new single storey front extension, two storey rear extension, replacement external cladding and windows. 60 Firs Chase, West Mersea

Application withdrawn

(a) 23 0642

Proposed new double storey side and rear extension. 1x new 3 bed additional dwelling. 86 Coast Road, West Mersea

23/132

APPROVAL OF PAYMENTS

To approve payments to be made

The Council RESOLVED to approve payments. Thanks were given to Councillor Moore for her hard work.

23/133

COMMITTEES

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

It was RESOLVED that there would be 5 Committees and the Chairs of each Committee were appointed.

- **Community Facilities Committee – Cllr Jarvis**
- **Environment & Community Services Committee – Cllr Weaver**
- **Finance & Strategy Committee – Cllr Moore**
- **Personnel Committee – Cllr Holmes**
- **Planning Committee – Cllr Holmes**

23/134

REPRESENTATIVE

To consider and agree representative

- **ENORI - Cllr Weaver**

23/135

POLICY REVIEWS

To review and agree policies

- I. Complaints Procedure
- II. Mayor and Members Expenses Policy - Deferred
- III. Co-option Procedure
- IV. Grant Awarding Policy

The Council RESOLVED to agree the policies, except for II which will be reviewed at a future meeting.

Signature _____

Date _____

- 23/136 **DONATION REQUEST**
To discuss funding request from West Mersea Beach Club

It was RESOLVED to grant £150 to West Mersea Beach Club.

- 23/137 **BENCHES**
To discuss and agree the replacement of benches on the monkey beach

It was RESOLVED to spend up to £2000 on the removal of the old benches and installation of the new benches, and up to £2000 on new benches.

- 23/138 **GROUNDS MAINTENANCE**
To discuss and agree the cutting of grass verges obscuring traffic sight lines at:
- Dawes Lane/East Mersea Road junction at a cost of £100

It was RESOLVED to spend £100 cutting the grass verges obscuring traffic signs at Dawes Lane/East Rd junction.

- 23/139 **ROSPA REPORT**
To note and consider any actions from the ROSPA play park inspection reports

The ROSPA play park inspection reports had been circulated – noted.

It was RESOLVED that the clerk speak to the Groundsmen to confirm all repairs were being dealt with

- 23/140 **SECURITY**
- I. To consider and agree an Annual Security Maintenance Plan for the CCTV on Changing Places at a cost of £9.64 per month (inclusive of VAT)
 - II. To agree the quotation for the Annual Maintenance Plan for Rushmere depot at a cost of £156.29 + VAT

The Council RESOLVED to renew both items.

- 23/141 **GROUNDS MAINTENANCE**
To discuss and agree additional grass cutting at Glebe Recreation Ground;
- I. Option 1. Additional field cutting weekly until the end of July, fortnightly in August and weekly in September – 11 additional cuts at a cost of £4,070
 - II. Option 2. To mow field on an ad-hoc basis at a cost of £370 per cut

The Council RESOLVED to approve both options.

- 23/142 **COMPACTOR BINS**
To consider and agree purchase of two Compactor bins for Victoria Esplanade car park at a cost of £8,110

The Council RESOLVED to approve the purchase of two compactor bins.

Signature _____

Date _____

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23/143

NEIGHBOURHOOD PLAN

To receive a report about the application and effectiveness of the Neighbourhood Plan to date

Item deferred.

23/144

GLEBE ADVERTISING SIGN

To agree the purchase of the Glebe advertising sign on Colchester Road at the entrance to the Glebe Recreation Ground

The Council RESOLVED to approve the purchase of the Glebe advertising sign.

23/145

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

The public left the meeting. No vote was taken.

23/146

INSURANCE

To receive a quote to renew the insurance cover in respect of all insurable risks, expiry date 1st July 2023

The Council RESOLVED to renew the insurance cover for one year.

23/147

TOILET CONTRACT

To discuss and agree options for renewing the toilet contract, expiry date 30th August 2023

Item deferred.

There being no other business the Mayor closed the meeting at 9.30pm.

Signature _____

Date _____