

WEST MERSEA TOWN COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THURSDAY 18 MAY 2023

PRESENT: Councillors: Sophie Weaver (Chairman)
Bob Holmes
Paula Moore
Carl Powling

IN ATTENDANCE: Locum Town Clerk

City Councillor: John Jowers

10 members of the public

23/116 ELECTION OF MAYOR

Current Mayor to open the meeting. Members to vote and elect Town Mayor. Elected Mayor to sign the Declaration of Acceptance and take the Mayors position

Councillor Weaver was proposed (Cllr Holmes) and seconded (Cllr Powling). **After a vote the Council RESOLVED to elect Councillor Sophie Weaver as MAYOR.**

23/117 ELECTION OF DEPUTY MAYOR

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

Item deferred.

23/118 APOLOGIES FOR ABSENCE

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

Apologies were received from Councillor Sam Jarvis due to work commitments, and from Borough Councillor Robert Davidson. No vote was taken.

23/119 COUNCILLOR REGISTER OF INTERESTS

To remind Councillors to complete.

Councillor Sam Jarvis outstanding.

23/120 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.

None received.

Signature _____

Date _____

23/122 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.

The following questions and statements were made by members of the public.

Congratulations were given to Cllr Weaver on becoming the Mayor for the coming year. A request was made for the council to consider the strategic aims of the Council, early in the term of the new Council.

The Council were advised of a 4 inch trip hazard in front of the Glebe pavilion which could be filled with the topsoil that is already there, having been removed from the path behind the tennis pavilion.

Access to Glebe 2 for parking as soon as possible was requested.

The Council were advised to revisit the situation with the clubs use of the Glebe and pavilion and give careful consideration to how the S106 money is spent from the Dawes Lane development. The new application for the Dawes Lane development does not include a playing field.

Has the S106 money from Brierley Paddocks been paid yet.

A member of the public advised that they are pleased with the discharge of conditions on the Dawes Lane development and that it will be a residential owned company to manage the shared spaces and that no public amenity land has been lost to sports pitches.

The Dawes Lane developer has not had any engagement with the Environment Agency over the variants of permitted discharges into the estuary. The excess sewerage that will go into the estuary will go into shellfish designated waters which could have consequences for public health and the oyster industry. A further meeting to discuss this was requested.

The Council was advised that the entrance to the Glebe car park and the car park have dangerous potholes.

23/123 COUNTY AND CITY COUNCILLORS REPORT

To receive reports from our County and City Councillors

John Jowers

There is regular shellfish sampling, and the water is of a high grade currently. The £3M upgrade of the sewage previously resulted in more development.

A further £17.4 on top of the extra £15M already provided for Highways has been allocated. There will be a similar scheme for pathways as there was for the potholes.

The government, MP's and five CCG's are going to be asking the NHS how they can improve services.

Cllr Jowers will be the Mayor of Colchester City Council for the coming year. Projects this year are to give recognition to volunteers and businesses.

Carl Powling

Cllr Powling gave thanks to everyone that supported him. He is on a steep learning curve and attending a lot of courses. Congratulations were passed on to Cllr Weaver.

23/124 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 - Deferred
- III. To confirm minutes of the Extraordinary Council meeting of 26th April 2023 - Deferred
- IV. To confirm minutes of the Extraordinary Council meeting of 12th May 2023

It was RESOLVED that the MINUTES be confirmed as a true record of the meeting.

Signature _____

Date _____

23/125 PLANNING APPLICATIONS

- To consider planning applications received

(a) 23 0420

Application to discharge conditions 7, 8, 10, 12, 15, 16 & 19 from outline application 23 0351.
Land at, Dawes Lane, West Mersea

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

(b) 23 1023

Changes to approved conversion of an existing office building to a short-term holiday let including remedial structural works, general refurbishment and the addition of a first-floor balcony. Resubmission of 23 0312. 110 Coast Road, West Mersea

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

(c) 23 0943

Construction of single storey garage with front curtilage of dwelling for domestic use only.
17 Upland Road, West Mersea

It was RESOLVED that REFUSAL be granted in respect of this application. This Council has concerns over vehicle access to garage and concurs with Essex County Council Highways comment.

(d) 23 0863

Application for variation of a condition 5 following grant of planning permission 19 3108.
West Mersea Oyster Bar, The Oyster Sheds, Coast Road, West Mersea

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

(e) 23 0876

Erection of dwelling with associated landscaping, vehicular access and parking.
Creek Houses, 39 The Lane, West Mersea

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

(f) 23 0881

Proposed single storey rear extension and second floor roof extension.
19 Victoria Esplanade, West Mersea

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

(g) 23 0990

Two storey rear extension with additional dormers. 49 Mill Road, West Mersea

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

Signature _____

Date _____

(h) 23 0920

Proposed rear and front extension, re-roof and loft conversion. 5 Fairhaven Avenue, West Mersea

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

(i) 23 0929

New flat roof to existing extension and porch and fenestration alteration to front elevation.

Shears End, 18 Shears Crescent, West Mersea

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

(j) 23 0944

Application for variation of condition 1 following grant of planning permission 21 3234.

Land at, Dawes Lane, West Mersea

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

(k) 23 0954

Proposed two storey side extension. 51 East Road, West Mersea

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

(l) 23 0956

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

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

(m) 23 0960

Single storey front extension. Upgrade of side lean to. Rear elevation alterations.

35 Whittaker Way, West Mersea

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

(n) 23 0977

2no. shipping containers for storage of sports equipment for Mersea Island Rugby Club. Temporary approved under application 19 2243. Glebe Recreation Ground, Colchester Road, West Mersea

Deferred until next meeting.

- To receive notification of planning decisions

Applications passed

(a) 23 0565

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

1 New Captains Road, West Mersea

(b) 23 0226

Proposed two storey rear extension and garage extension. 18 Estuary Park Road, West Mersea

Signature _____

Date _____

(c) 23 0815

Conversion – change of use from single detached garage to hobby room with WC facilities.
19A Empress Avenue, West Mersea

(d) 23 0561

First floor extension over existing bungalow. 10 Kingsland Close, West Mersea

23/126 APPROVAL OF PAYMENTS

To approve payments to be made

Payment report had been circulated amongst Councillors. **It was RESOLVED to approve all payments.**
Thank you to Cllr Moore for preparing the payments.

23/127 MEETING DATES

To consider and approve meeting dates up to and including Annual Council meeting in 2023-24

It was RESOLVED to confirm the following Council meeting dates;

15th June
6th July
3rd August
14th September
12th October
9th November
7th December
11th January
8th February
7th March
11th April
25th April – Annual Town Meeting
16th May – Annual Council Meeting

23/128 COMMITTEES

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

Decisions about most of the committee membership and structure has been deferred apart from the Personnel Committee. **Cllr Holmes agreed to become chairman of the committee and Cllrs Moore, Powling and Weaver are members. The existing Terms of Reference were agreed.**

23/129 GENERAL POWER OF COMPETENCE

To confirm that the Council no longer meets the criteria and no longer holds the General Power of Competence

Noted.

Signature _____

Date _____

23/130 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
- V. Bradwell Working Group
- VI. Boardwalk Working Group
- VII. Strategy S106 Working Group
- VIII. D-Day 80 Working Group

The Council agreed to set up a working group to discuss the number of working groups now needed. Cllr Weaver agreed to become chairman of the working group.

23/131 REPRESENTATIVES

To consider and agree representatives;

- I. CALC representatives – **Cllr Moore**
- II. Health & Safety representative – **Cllr Holmes**
- III. Allotments – **Cllr Weaver**
- IV. ENORI representative – **deferred**
- V. Flood Defence Scheme representative – **Cllr Powling**
- VI. Cemeteries representative – **Cllr Moore**
- VII. MISA representative – **Cllr Powling**
- VIII. Play Parks representative – **Cllr Holmes**
- IX. Police & Neighbourhood Watch representative – **Cllr Moore**
- X. Toilets representative – **Cllr Holmes**
- XI. Car Park representative – **Cllr Powling**

23/132 STANDING ORDERS AND FINANCIAL REGULATIONS

- I. Review and adoption of Standing Orders
- II. Review and adoption of Financial Regulations

The Council RESOLVED to adopt the Standing Orders and Financial Regulations.

23/133 POLICY REVIEWS

To review and agree policies

- I. Code of Conduct
- II. Complaints Procedure - Deferred
- III. Customer Service Standard
- IV. Documents and Records Policy
- V. Mayor and Members Expenses Policy - Deferred
- VI. Dignity at Work/Bullying and Harassment Policy
- VII. Co-option Procedure - Deferred
- VIII. D-Day 80 Working Group Terms of Reference

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

Signature _____

Date _____

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

23/134 ASSET REVIEW

Review of inventory of land and other assets including buildings and office equipment

The Council assets were noted and confirmed.

23/135 SUBSCRIPTIONS

Review and confirmation of the Councils subscriptions and affiliation fees;

- Essex Association of Local Councils, (which includes NALC affiliation fee £1079.41)
- Colchester Association of Local Councils
- Society of Local Council Clerks (Clerks membership)
- Institute of Cemetery and Crematorium Management (£95)
- Rural Community Council of Essex
- Open Spaces Society
- Essex Playing Fields Association
- National Free Local Authorities

The Council RESOLVED to continue with all subscriptions.

23/126 NEXT AGENDA

Items to be added to the next agenda

There being no other business the Mayor closed the meeting at 8.30pm.

Signature _____

Date _____