



COUNCIL MEETING

**Meeting to be held on Thursday 3rd August 2023 at 7pm in the Council Chambers,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

£ = Expenditure decision 🗑️ Resolution required

28th July 2023

Councillors:

You are hereby summoned to attend the Meeting of the Town Council for the purpose of transacting the business itemised below.

Members of the Public:

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public and press are warmly welcomed to attend.

Please do not attend if you are feeling unwell or have any COVID symptoms.

K.Kuderovitch

Karen Kuderovitch, Locum Town Clerk

23/170.	RECORDING OF MEETING Chairman to request anyone present to identify their intention to record the meeting.
23/171.	DECLARATIONS OF INTEREST All Members are to be reminded that they must disclose any interests (pecuniary/nonpecuniary) they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting.
23/172.	APOLOGIES FOR ABSENCE 🗑️ Clerk to report and Councillors to vote on the absence and the reasons given.
23/173.	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. STANDING ORDERS REFERENCE (ITEM 3): e) Members of the public may make representations, answer questions and give evidence at a meeting

	<p>which they are entitled to attend in respect of the business on the agenda.</p> <p>f) The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chair of the meeting.</p> <p>g) Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes.</p> <p>h) In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.</p> <p>Please note that once the public session is closes members of the public cannot participate, unless in exceptional circumstances, approved by the Chairman.</p>
23/174.	<p>COUNTY AND CITY COUNCILLORS REPORTS</p> <p>To receive reports from our County and City Councillors</p>
23/175.	<p>APPROVAL OF MINUTES 🖱</p> <p>To confirm minutes of the Council meeting of 12th July 2023.</p>
23/176.	<p>COUNCILLOR VACANCIES/CO-OPTION 🖱</p> <p>Motion received by Cllr. Weaver: <i>To consider the voting process of candidates takes place as a secret ballot.</i></p> <p>Council to review applications/hear from applicants for the vacant positions and a vote to be taken. Co-opted Councillors to join the meeting and sign Declaration of Acceptance of Office.</p>
23/177.	<p>CLERKS/MAYORS REPORT 🖱</p> <p>To receive an update from the Town Clerk and agree any actions.</p>
23/178.	<p>COMMITTEES 🖱£</p> <p>Members to review Committees, Terms of Reference & appoint members :</p> <ul style="list-style-type: none"> • Community Assets Committee (formerly Community Facilities) • Environment & Community Services Committee • Legal & Finance (formerly Finance & Strategy Committee) • Personnel Committee – draft Terms of Reference to be approved • Planning & Highways Committee (formerly Planning Committee)
23/179.	<p>POLICIES & PROCEDURES 🖱</p> <p>To review and accept the following:</p> <ul style="list-style-type: none"> • Councillors Register of Interests • Standing Orders (revision) • Social Media (new) • Communications (new) • Information & Data Protection (new) • Recording at Meetings (new) • Health & Safety (revision) • Equality & Diversity (new)
23/180.	<p>TRAINING 🖱 £</p> <p>Clerk to report on in-house training provided by the Essex Association of Local Councils for all Councillors and allocate a budget of £550. Dates & content to be reviewed.</p>
23/181.	<p>PLANNING APPLICATIONS 🖱</p> <p>I. To consider planning applications received. II. To receive notification of planning decisions.</p>
23/182.	<p>COLCHESTER CITY COUNCIL – CONSULTATIONS</p> <p>a) TRAFFIC ORDER 202 🖱</p>

	<p>To introduce 'No Waiting At Any Time' restrictions (double yellow lines) at the High Street North and Mersea Avenue junction and the area on the opposite side of the junction; at the St Peters Road and New Captains Road junction and the area on the opposite side of the junction; at the St Peters Road and Mersea Avenue junction and the area on the opposite side of the junction, at the Kingsland Road and Kingsland Beach junction and the area on the opposite side of the junction, at the Kingsland Road and Kingsland Close junction and the area on the opposite side of the junction and the Kingsland Road and Goings Lane junction and the area on the opposite side of the junction.</p> <p>2. To revoke 'No Waiting 8am to 6pm' (single yellow line) restriction and replace with 'No Waiting At Any Time' restrictions (double yellow lines) at the High Street North and Firs Chase junction and the area on the opposite side of the junction</p> <p>Council to review and submit comments by 25th August 2023.</p> <p>b) DISCHARGE OF CONDITIONS APPLICATION – DAWES LANE (REF: 231696) relates to the public open space element of the landscaping. Councillors to consider a response.</p>
23/183.	<p>FINANCE 🗎£</p> <p>a) To approve payments to be made (separate schedule).</p> <p>b) Clerk to report on further finance information (including VAT, quote from Full Power Utilities - OPUS Energy – Electric for 4 toilet blocks – contract ends 18/09/23, EVERFLOW water – water for all our sites – contract ends 04/09/23</p> <p>c) Clerk to report on External Audit.</p> <p>d) Clerk to report emergency expenditure (approved by the Mayor & Town Clerk/RFO).</p> <p>e) Review of bank signatories & appointment of additional signatories (Barclays Bank, Unity Trust Bank, NS&I, Barclaycard)</p> <p>f) To consider & approve the following expenditure:</p> <ul style="list-style-type: none"> - Council Office – Emergency Lighting in all areas - £1,250.00 & VAT. - Maintenance Office – Emergency Lighting in 3 areas £950.00 & VAT. - Intruder Alarm – upgrade - £247.05.
23/184.	<p>ACTION PLAN</p> <p>Members to review the action plan.</p>
23/185.	<p>CONTACT FROM RESIDENTS</p> <p>Clerk to report.</p>
23/186.	<p>EXCLUSION OF PRESS AND PUBLIC 🗎£</p> <p>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.</p> <p>Members to discuss and agree:</p> <ul style="list-style-type: none"> • Personnel Committee recommendations. • Coast Road Toilet Contract – approval of engagement. • Glebe Car Park resurfacing – consideration of quotations. • Land at Coast Road - update • MISA Lease – update & discuss next steps • Legal Services – approval of investigation • Consider lease - Wallgate Maintenance