



COUNCIL MEETING

**Meeting to be held on Thursday 4th December 2025 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

28th November 2025

Councillors are summoned to attend the above meeting to deal with the following business.

Kirsty Wadsworth
Town Clerk

Members of the public and press are warmly welcomed to attend.
Mobile phones to be switched to silent.

AGENDA

25/353 To receive apologies for absence and a vote of acceptance to be taken

25/354 To record declarations of interests

Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting

25/355 Public session (15 minutes, 3 minutes per speaker)

Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak

25/356 To receive County and City Councillors report

25/357 To confirm minutes of the Council meeting of 6th November 2025

25/358 To confirm minutes of the Extraordinary Council meeting of 17th November 2025

25/359 To agree and approve a list of payments

25/360 To provide an update from:

- (a) Committees
- (b) Working Groups
- (c) Representatives

25/361 To receive the Town Clerk's report

25/362 To consider and approve the Council joining the National Allotment Society, with an annual fee of £35 and an additional cost of £3.50 per affiliate member

- 25/363 To agree to increase allotment fees from January 2026 to bring fees in line with the new ground lease
- 25/364 To review and approve the allotment Tenancy Agreement
- 25/365 To consider and approve the siting of the Mersea Community Repair & Make container at the allotments
- 25/366 To consider and approve the expansion of hard parking area at the allotments
- 25/367 To review, agree and formally sign the amended Changing Places facility lease that supersedes and replaces a lease dated 20th November 2025 and made between the Council and the Tenant
- 25/368 To consider and approve the purchase of the Charles Arnold-Baker 14th Edition on Local Council Administration (latest edition) from the SLCC at a cost of £144
- 25/369 To consider and approve that all Councillors and staff complete the Nimble GDPR training to comply the Assertion 10 on the AGAR at a cost of £17+VAT per delegate
- 25/370 To consider and approve the inclusion of WMTC's Town Hard within Colchester City Council's application for a Public Space Protection Order (PSPo) for the waterfront
- 25/371 Local Plan: To consider the present position on Schedule 18 consultation and approve for the Mayor, Chair of the Environment and Community Services Committee and one other Councillor to hold a public meeting and to approve a draft statement (prepared in advance from West Mersea Town Council) outlining the Council's concerns relating to the proposals, for consideration and final approval at the end of the public meeting
- 25/372 To approve obtaining a quote for the replacement of 10 like for like posts on Wellhouse
- 25/373 To approve obtaining quotations to reupholster the chairs for the Council Chambers table and to French Polish the Council Chambers table
- 25/374 To approve the quotations for a deep clean of the public toilets at Coast Road, Willoughby, Fairhaven and the High Street - Option A- £3,320
Option B- £1,120
Option C- £1,510
- 25/375 To agree to obtain a quote for GLC to cover cleaning services at West Mersea toilets an initial period of two weeks, with an option to extend the term if required
- 25/376 To agree to pay for West Mersea Town Council's IT provider to collate, and process electronic information relevant to a specific Freedom of Information (FOI)
- 25/377 To consider and approve the quotations for cutting back of brambles and willows on the SSSI (Coastguard Compound to Village Green sign opposite The Square) - 3 options provided
- 25/378 To approve the quotation to grind 14/15 tree stumps in various locations in West Mersea at a cost of £935
- 25/379 To review and approve the draft letter regarding ongoing service delays and bus disruption, which is to be sent to Konnect and First Bus company
- 25/380 To consider and approve the manual installation of a standard way marker post (at the location marked in red on the map) for the new England Coast path around Mersea Island