



## COUNCIL MEETING

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

29th August 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.

### **A G E N D A**

25/254 To receive apologies for absence and a vote of acceptance to be taken

25/255 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.

25/256 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.

25/257 To receive County and City Councillors reports

25/258 To confirm minutes of the Council meeting of 31st July 2025

25/259 To confirm minutes of the Extraordinary Council meeting of 22nd August 2025

25/260 To agree and approve a list of payments

25/261 To provide an update from Committees

25/262 To provide an update from Working Groups

25/263 To provide an update from Representatives

25/264 To approve the Terms of Reference for the Finance and Strategy Committee

25/265 To receive the Town Clerk's report

- 25/266 To consider and agree whether to keep building insurance figures in our current insurance policy the same or to amend the building insurance figures as detailed in the Desktop Building Reinstatement Assessment
- 25/267 The decision was made by the Town Clerk and the Chair of the Assets and Community Facilities Committee under the delegated spending of less than £1,000 on emergency repairs, to pay for the welding of the stabilising bar on the tractor at a cost of £80 + VAT
- 25/268 To consider and agree the renewal options for the photocopier:
- Option 1 - Sharp MX2651 (existing copier) – cost per year £1,338.76
  - Option 2 - Sharp BP-50C26 (replacement copier) – cost per year £1,706.76
  - Option 3 - Konica Minolta/Develop Ineo – cost per year £1,129.88
  - Option 4 - Sharp BP-50C26 – cost per year £930.48
- 25/269 To consider and approve a donation of £250 to the Beach Hut Watch to be distributed for replanting the boats on Victoria Esplanade
- 25/270 To agree the quote for a replacement laptop (Windows 11 requirement) for the Cemetery Clerk at a cost of £910 + VAT
- 25/271 The decision was made by the Town Clerk and the Chair of the Assets and Community Facilities Committee under the delegated spending of less than £1,000 on emergency repairs, to pay for equipment to repair the Playzone unit in School Gardens at a cost of £689.48 + VAT
- 25/272 To agree the quote for the faulty urinal flusher and sensor at Fairhaven toilets at a cost of £420 + VAT
- 25/273 To consider and agree to pay for a tree survey for West Mersea Town Council trees :-
- Option A £5,250 + VAT
  - Option B £4,850 + VAT
  - Option C £1,500 + VAT
- 25/274 To agree the quotation to reduce tree height and remove deadwood from the Maple tree in Sensory Gardens at a cost of £780 + VAT
- 25/275 To agree the quotation to remove deadwood from the nine Oak trees in Willoughby Car Park at a cost of £1,600 + VAT
- 25/276 To agree the quotation to remove deadwood from the Cedar trees and Lime tree in Barfield Road Cemetery at a cost of £1,100 + VAT
- 25/277 To agree the wording for a short consultation with the public regarding the removal of the bike humps
- 25/278 To provide an update regarding the RoSPA annual play park inspection report and agree next steps
- 25/279 To discuss and agree whether WMTC will obtain a quote for the repair and take ownership of the bridge between Glebe 2 and the farmers' field
- 25/280 To agree for musicians to perform/entertain on the Parish Church Green beside the War Memorial, on Saturday 11th October during the Community Arts Festival, linking the two venues of the Church and the MICA and encouraging residents into the village.

25/281 To consider and agree appointing a consultant from PCH Associates to produce a feasibility report of the Glebe concept at a cost of £3,750 + VAT

25/282 Local Plan: To review and agree to send the proposed Local Plan Working Groups letter to CCC

25/283 To agree for the Town Clerk to write to CCC with regards to closing Seaview Avenue to vehicular access and opening Sanderling Approach junction with East Road to vehicles

25/284 To provide an update with regards to audio recordings to be included on the WMTC website as resolved under item 24/283

#### 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

25/285 To discuss and agree security measures at Rushmere Depot

25/286 To agree to advertise a new vacancy for 5½ hours per week plus holiday/sickness cover at a cost of £5-£7 per day for a maximum of 15 days

25/287 To obtain a report of outstanding tasks to be provided at the next Personnel Committee meeting