



TOWN COUNCIL MEETING

**Meeting to be held on Thursday 11th April 2024 at 7pm in the Council Chambers,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

£ = Expenditure decision 🖱️ Resolution required

5th April 2024

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. Mobile phones to be switched to silent.

Karen Kuderovitch, Town Clerk & RFO

24/70.	RECORDING OF MEETING Chairman to request anyone present to identify their intention to record the meeting.
24/71.	DECLARATIONS OF INTEREST All Members are to be reminded that they must disclose any disclosable pecuniary interests, registerable interests and any non-registerable interests 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.
24/72.	APOLOGIES FOR ABSENCE 🖱️ Clerk to report and Councillors to vote on the absence and the reasons given.
24/73.	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. 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.
24/74.	COUNTY AND CITY COUNCILLORS REPORTS To receive reports from our County and City Councillors.
24/75.	APPROVAL OF MINUTES 🖱️ To confirm minutes of the Town Council meeting of 7 th March 2024.
24/76.	MAYOR'S REPORT
24/77.	CLERK'S REPORT
24/78.	COMMITTEES/REPRESENTATIVES/TERMS OF REFERENCE (TOR) Reports from the Chairs of Committees <ul style="list-style-type: none"> • Community Assets & Facilities Committee • Environment & Community Services Committee

	<ul style="list-style-type: none"> • Finance & Strategy Committee • Planning Committee Reps/Working Groups <ul style="list-style-type: none"> • Appointment of passenger transport representative • Creation of Alms houses Working Group • Addition of members to the Glebe Working Group • Approval of the Terms of Reference for the Glebe Working Group
24/79.	POLICIES & PROCEDURES/TRAINING 🖱️ <ul style="list-style-type: none"> • Standing Orders (amendment) • Community Engagement Policy (addition) • Risk Policy (new) • Bio-diversity Policy (new)
24/80.	COMMUNITY PROJECTS/ACTION PLAN/EVENTS 🖱️ <ol style="list-style-type: none"> Town Clerk to report progress on community projects Members to review the Action Plan. Member to consider requests for local events permission
24/81.	FINANCE 🖱️ £ <ol style="list-style-type: none"> To approve payments to be made (to be presented at the meeting). Emergency expenditure – Town Clerk to report. Review of signatories status Unity Trust Bank and Barclays Bank. Members Grant application Members to review and approve the following quotations: <ul style="list-style-type: none"> • Four quotations for adjustment and refurbishment works to Chambers table • Two quotations – WMTC Office Roof • Coastguards Compounds Bench removal/bases/installation @ £2,830 & VAT. Clerk to report any further finance information
24/82.	ANNUAL TOWN MEETING 25TH APRIL 2024 🖱️ Town Clerk to report.
24/83.	CONTACT FROM RESIDENTS/FREEDOM OF INFORMATION REQUESTS Town Clerk to report.
24/84.	COUNCILLORS UPDATES Councillors to be offered the opportunity to share information.
EXCLUSION OF PRESS AND PUBLIC 🖱️ <i>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.</i>	
24/85.	LEASES/LAND 🖱️ <ul style="list-style-type: none"> • MISA – consideration of plans/public consultation • Changing Places – update • Land enquiry
24/86.	PERSONNEL 🖱️ £ Chair of Personnel to report from meeting of 9 th April and any recommendations considered.
24/87.	VEXATIOUS POLICY 🖱️ Clerk to report.