



## COUNCIL MEETING

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

4th July 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**

25/200 To receive apologies for absence and a vote of acceptance to be taken

25/201 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.

25/202 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.

25/203 To receive County and City Councillors reports

25/204 To confirm minutes of the Council meeting of 5th June 2025

25/205 To note the review of AGAR Part 3 2023-24 received from the Smaller Authorities' Audit Appointments

25/206 To agree to appoint three signatories to the National Savings and Investment account

25/207 To agree to change the signatories for all bank accounts to the Chairs of the committees

25/208 To agree and approve:

- (a) A list of regular payments
- (b) A list of payments

25/209 To provide an update from the following committees:

- (a) Community Assets/Facilities
- (b) Environment and Community Services

- (c) Finance and Strategy
- (d) Personnel

25/210 To receive the Town Clerk's report

25/211 To review and agree the allotment lease

25/212 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 £1000 on emergency repairs, to pay for the installation of a new gate post in West Mersea Park, School Gardens at a cost of £700 + VAT

25/213 To agree for Cllr Boylan and Cllr Powling to join the Community Assets and Facilities Committee

25/214 To request if any Councillors would like to join to the Planning Committee

25/215 To review and agree the following policies and documents:

- (a) Data Breach Policy
- (b) Biodiversity Policy
- (c) Email Policy
- (d) Information and Data Protection Policy
- (e) Drone Usage Policy
- (f) Gate Licence Agreement

25/216 To agree to pay for the RFO to attend the online training course Beyond the Precept: Exploring Alternative Income Sources at a cost of £35 + VAT

25/217 To review and agree the Changing Places lease with the minor amendments

25/218 To agree the quote for the urinal flusher at Fairhaven toilets at a cost of £150 + vat

25/219 To review the request for information (environmental concerns in West Mersea) which has been sought from Colchester City Council and to consider what action should be taken

25/220 To agree the request from MIALGA for the Council to provide and pay for a half allotment plot for community use at a cost of £73.50

25/221 To propose and agree for the Patient Participation Group (PPG) and North East Essex Diabetes Service (NEEDS) to hold a monthly 2-hour diabetic patient support group session within the Council chambers, with no associated cost.

25/222 To consider and agree obtaining a tree survey for West Mersea Town Council trees, prioritising those posing a health and safety risk

25/223 To consider and agree a total donation of £200 to The Only Way is Rowing Team from Oarsome Adventure Rowing for their chosen charities: Children's Hearts UK, The Wilderness Foundation and Rewilding Britain

#### 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

25/224 To receive an update on an employee's probation

25/225 To consider and agree to increase the RFO's hours from 12 to 15 hours per week for the next three months subject to review thereafter