



## ANNUAL COUNCIL MEETING

**Meeting to be held on Thursday 15th May 2025 at 7pm in the Council Chamber,  
10 Melrose Road, West Mersea, Colchester CO5 8JD**

9th May 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**

24/143 Election of Mayor

Current Mayor to open the meeting. Members to vote and elect Town Mayor. Elected Mayor to sign the Declaration of Acceptance and take the Mayors position

24/144 Election of Deputy Mayor

To elect a Deputy Mayor. Deputy Mayor to sign the Declaration of Acceptance

25/145 To receive apologies for absence and a vote of acceptance to be taken

25/146 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.

25/147 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.

25/148 To receive County and City Councillors reports

25/149 To confirm minutes of the Council meeting of 10th April 2025

25/150 To receive the Town Clerk's report

25/151 To receive a Finance update

25/152 To approve and agree a list of payments

25/153 To approve regular payments

25/154 To approve the new updated Financial Regulations

25/155 To review and update the Standing Orders

25/156 To review and agree the Fixed Asset Register

25/157 Committees

- (a) To consider and agree committee members and appoint chairs;
  - i. Community Assets/Facilities
  - ii. Environment & Community Services
  - iii. Finance & Strategy
  - iv. Personnel
  - v. Planning & Highways
- (b) To agree dates of committee meetings

25/158 Working Groups

To consider and agree working groups, their membership and chairs;

- (a) Bathing Rafts
- (b) Glebe
- (c) Local Plan

25/159 Representatives

To consider and agree representatives;

- (a) Allotments
- (b) CALC
- (c) Car parks
- (d) Essex Native Oyster Restoration Initiative (ENORI)
- (e) Health & Safety
- (f) MISA representatives on behalf of the Town Council
- (g) Passenger Transport
- (h) Play parks
- (i) Police & Neighbourhood Watch

25/160 Policy reviews

To review and agree policies

- (a) Code of Conduct
- (b) Fixed Asset policy
- (c) WMTC CCTV policy

25/161 Subscriptions

Review and confirmation of the Councils subscriptions;

- (a) Essex Association of Local Councils (which includes NALC affiliation fee)
- (b) Colchester Association of Local Councils
- (c) Society of Local Council Clerks (Clerks membership)
- (d) Institute of Cemetery and Crematorium Management
- (e) Rural Community Council of Essex
- (f) Open Spaces Society
- (g) Essex Playing Fields Association
- (h) National Free Local Authorities

25/162 To approve the one-year service Wallgate plan at a cost of £7,667

25/163 To agree to pay retrospectively the strimmer at a cost of £926

25/164 Local Plan- To consider the latest position and any action including follow-up to the Council's letter to Colchester City Council on the environment

25/165 To receive an update about Broomhills Greensward