



COUNCIL MEETING

**Meeting to be held on Thursday 5th June 2025 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

30th 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

25/173 To receive apologies for absence and a vote of acceptance to be taken

25/174 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.

25/175 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.

25/176 To receive County and City Councillors reports

25/177 To confirm minutes of the Council meeting of 15th May 2025

25/178 To confirm minutes of the Extraordinary Council meeting of 27th May 2025

25/179 Financial year 1st April 2024 to 31st March 2025

- i. To consider and approve Section 1 of the Annual Governance Statement 2024/25
- ii. To consider and approve Section 2 of the Annual Governance Statement 2024/25
- iii. To ensure that the Accounting Statements are signed by the Chairman

25/180 To note the Final Internal Audit Report 2024/25 and to consider recommendations

25/181 To provide a formal response to the accepted objections requested in the Freedom of Information –
Objections to 2023/24 AGAR:

- i. Objection 2: You object to the failure to follow financial regulations in respect of the review of bank statements in support of bank the reconciliation.

- ii. Objection 3 and 9: You object to the approval process for the AGAR and the completion and the amendment of Section 2 of the AGAR.
- iii. Objection 6h,7 and 8: You object to the response given in Assertion 8 (the failure of the council to consider the lack of earmarked reserves for potential liabilities when approving the AGAR), the earmarked reserves in relation to pre-paid burial scheme, of £65K which you assert is too low and the Council's failure to comply with VAT legislation in 2023/24 and prior years

25/182 To receive a Finance update

25/183 To approve and agree a list of payments

25/184 To receive the Town Clerk's report

25/185 To confirm Committee Terms of Reference

- i. Community Assets/Facilities Committee
- ii. Environment & Community Services Committee
- iii. Personnel Committee
- iv. Planning & Highways Committee

25/186 To agree to pay Councillor training:

- i. Cllr Webster - Chair Training at a cost of £409.50 (3x days at £136.50 per session)
- ii. Cllr Williams - Councillor training at a cost of £250 (2x days at £125 per session)
- iii. Cllr Akker - Committees and Delegated Powers Course at a cost of £84.

25/187 To agree a quote for works to the isolation switches on the 11 Wallgate systems at a cost of £390 + VAT

25/188 To agree to pay by direct debit HMRC PAYE and VAT bills

25/189 To review and approve the insurance premium renewal at a cost of £8,973.65 for 1 year or £8,258.99 for 3 years (including VAT)

25/190 Policy/Document Reviews

To review and agree the following policies and documents

- (a) Co-option Procedure and Co-option application form
- (b) Complaints Procedure
- (c) Customer Service Standard
- (d) Dignity at Work/Bullying and Harassment Policy
- (e) Training and Development Policy
- (f) Delegated Powers Policy
- (g) Lone Working Policy
- (h) Habitual or Vexatious Complainants Policy

25/191 To agree to change the date of the Council meeting from the 3rd July 2025 to the 10th July 2025

25/192 Village Green 241 South sign:

- (a) To agree to amend the positioning of the sign from the post on the hard to the external wall of Coast Road toilets
- (b) To agree the disclaimer wording

25/193 To receive an update from the Local Plan Working Group meeting held on 2nd June, including any recommendations made