



COUNCIL MEETING

**Meeting to be held on Thursday 23rd July 2026 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

17th July 2026

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

26/180 To receive apologies for absence and a vote of acceptance to be taken

26/181 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

26/182 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

26/183 To receive County and City Councillors report

26/184 To confirm minutes of the Council meeting of 11th May 2026

26/185 To confirm minutes of the Council meeting of 2nd July 2026

26/186 To agree and approve a list of payments

26/187 To provide an update from: -

- (a) Committees
- (b) Working Groups
- (c) Representatives

26/188 To receive the Town Clerk's report

26/189 To review and agree the following documents and policies: -

- (a) Biodiversity Policy
- (b) Closed Circuit Privacy Impact Assessment
- (c) Closed Circuit TV (CCTV) Policy
- (d) Community Engagement
- (e) Complaints Procedure
- (f) Co-option Policy
- (g) Customer Service Standard
- (h) Data Breach policy
- (i) Dignity at Work/Bullying and Harassment Policy
- (j) Habitual or Vexatious Complainants Policy

26/190 To review and agree the following Terms of Reference with any amendments shown in red: -

- (a) Finance and Strategy Committee
- (b) Youth Activities / Events Working Group

26/191 To receive an update and agree the revised quotation to install a new footpath using a compacted gravel finish at Coast Road at a cost of £10,230.31 + VAT

26/192 To consider and agree adopting the Finance & Strategy Committee's recommendation to increase the staff mileage allowance from 45p to 55p per mile, effective from 1 April 2026, in line with HMRC guidance

26/193 To discuss Foreshore West Mersea signage and agree any necessary actions

26/194 To consider and agree the Finance & Strategy Committee's recommendation regarding the IT support agreement:

- Option A: 12-month agreement at £280.80 per month
- Option B: 36-month agreement at £314.40 per month

26/195 To discuss West Mersea Town Council's potential contribution towards the cost of providing one hour of free parking at the British Royal Legion and agree any necessary actions

26/196 To agree the quotation for new placemats for the Council Chambers: -

- Option A - £511.10
- Option B - £32.26
- Option C - £39.98
- Option D - £92.76
- Option E - £37.98
- Option F - £122.52

26/197 To approve a report from West Mersea Town Council's working party concerning discussion with Colchester City Council on Place Policies in the Local Plan and approve a further letter to Colchester City Council on the environment and preliminary discussions on Section 106 money