



COUNCIL MEETING

**Meeting to be held on Thursday 3rd September 2026 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

27th August 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

26/218 To receive apologies for absence and a vote of acceptance to be taken

26/219 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

26/220 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

26/221 To receive County and City Councillors report

26/222 To confirm minutes of the Council meeting of 13th August 2026

26/223 To agree and approve a list of payments

26/224 To provide an update from: -

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

26/225 To receive the Town Clerk's report

26/226 To review and agree the following documents and policies: -

- (a) Press and Media Policy
- (b) Public Relations Policy
- (c) Recording at Meetings Policy
- (d) Reserves Policy
- (e) Memorial Bench Policy

- 26/227 To approve the retrospective payment for three memorial benches and associated plaques at a total cost of £1,145.82
- 26/228 To consider and approve an amendment to the Delegated Powers Policy to permit the Town Clerk, upon receipt of a completed memorial bench request form and the associated donation, to authorise the purchase of a memorial bench, plaque plus installation up to a maximum value of £1,000.00
- 26/229 To agree for West Mersea Town Council to move from its current Barclaycard arrangement to a Unity Corporate Purchasing Card
- 26/230 To confirm allotment plot prices to enable invoices to be issued to members in October, noting that recent management changes make early clarity essential
- 26/231 To agree to commence a procurement process for the appointment of a Project Manager for the Glebe Multi-Purpose Community Building redevelopment, including approval to publish the tender on Find a Tender
- 26/232 To consider and approve the appointment of Jan Stobbart as the Internal Auditor for the 2026/27 financial year, noting the Council's satisfaction with the auditor's competence, independence and performance during 2025/26 and to approve the letter of engagement
- 26/233 To approve the proposed list of attendees for the forthcoming Civic event
- 26/234 To discuss and agree the Council's position in respect of the following matters: -
- a. To consider recommendations to Colchester City Council regarding the setting of 2027 parking fees
 - b. To consider re-establishing The Parking Working Group to examine parking and traffic movements, with specific reference to: -
 - i. Potential yellow line restrictions/timings along the Esplanade and adjacent avenues
 - ii. Options for increasing parking provision in the Barfield Road area
 - iii. Possible parking restrictions or alternative arrangements in the Garden Farm area on match and event days
- 26/235 To receive an update on matters arising from the Local Plan; to note the correspondence issued to the City Council; to note the Regulation 19 response currently being prepared by the Working Group; and to consider any further actions required
- 26/236 To receive a report on the recent Skate Jam event and to discuss and agree next steps for Youth engagement and provision