



COUNCIL MEETING

**Meeting to be held on Thursday 5th November 2026 at 7pm in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

30th September 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

26/261 To receive apologies for absence and a vote of acceptance to be taken

26/262 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

26/263 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

26/264 To receive County and City Councillors report

26/265 To confirm minutes of the Council meeting of 1st October 2026

26/266 To confirm minutes of the Extraordinary Council meeting of 6th October 2026

26/267 To agree and approve a list of payments

26/268 To provide an update from: -

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

26/269 To receive the Town Clerk's report

26/270 To agree entering into a 5-year contract with Worknest at an annual cost of £1,725.00 + VAT, subject to an annual uplift of 3%, to expiry in 2031

- 26/271 To retrospectively approve the £800.00 payment for the civic event buffet, authorised under delegated powers as expenditure within the agreed civic budget
- 26/272 To consider and approve a three-month trial subscription to ChatGPT at £20.00 per month, with a review report to be submitted to Council at the end of the trial period and a recommendation on whether to continue with an annual subscription
- 26/273 To consider and approve the quotation from GLC for cleaning services to the Council-owned public conveniences on 26th, 27th, 28th, 29th and 30th December, at a cost of £1,366.40 plus VAT, including enhanced Bank Holiday rates applicable on 26th and 28th December
- 26/274 To approve the quotation for the supply and installation of 14 white uPVC windows, including trickle vents and obscure glazing at Fairhaven toilets:
- Option A - £4,780.00 + VAT
 - Option B - quote pending
 - Option C - quote pending
- 26/275 To receive an update on options for self-closing gates and approve the quotation for the supply and installation and of two self-closing gates in School Gardens at a cost of £2,825.00 + VAT
- 26/276 To consider and approve a grant application of £387.85 from Mersea Island Community Speed Watch
- 26/277 To agree retrospectively for the Town Clerk to attend the CouncilWise “Procurement for Town & Parish Councils” online training course at a cost of £60.00 + VAT, funded from the approved training budget and agreed in conjunction with the Mayor
- 26/278 To approve for the Town Clerk to attend an online training course on Parish and Town Council Elections, at a cost of £36.00 + VAT, funded from the approved training budget
- 26/279 To consider and agree the preferred type of replacement posts (oak or recycled plastic) for the Glebe View / Wellhouse Open Space area, and to agree the most cost-effective approach to installation, including whether the work should be undertaken by the groundsmen or an external contractor
- 26/280 To review and agree to undertake a comprehensive water-safety risk assessment for West Mersea Town Council owned beach, together with a corresponding risk assessment relating to the potential deployment of the council-owned bathing rafts
- 26/281 To receive the final Tennis Club Lease, approve its execution, and agree that the lease be signed at the Council meeting by the authorised signatories on behalf of the Council
- 26/282 To consider and approve the quote for a bridge from Glebe 2 to the farmer’s field at a cost of £7,379.42
- 26/283 To review the draft business case for the Glebe project