

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THURSDAY 17 NOVEMBER 2025**

In attendance:

Cllr T Webster (Mayor)	Cllr J Akker	Cllr D Baker
Cllr N Hinderwell	Cllr R Jenkins	Cllr S Weaver
Kirsty Wadsworth (Town Clerk)		

25/340 Apologies for absence

Apologies received and accepted from Cllr Williams, Cllr Boylan and Cllr Powling.

25/341 Declarations of interest

Cllr Akker declared an interest in Agenda item 25/345.

25/342 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.

No members of public.

25/343 To agree the wording for the letter to Colchester City Council regarding further environmental concerns

***It was resolved*** unanimously to agree the wording for the letter to Colchester City Council regarding further environmental concerns with the agreed amendments.

Proposed: Cllr Hinderwell, Seconded: Cllr Jenkins. All in favour.

25/344 To approve the contents of a leaflet to be circulated to residents

***It was resolved*** unanimously to approve the contents of a leaflet to be circulated to residents with the agreed amendments.

Proposed: Cllr Akker, Seconded: Cllr Weaver. All in favour.

25/345 To approve a quote received for printing and distribution (quotes attached)

***It was resolved*** unanimously to approve the quotes for the printing and distribution of the Local Plan leaflet: - £58.00+VAT for the artwork cost, £192.50 for the cost of 5,000 leaflets and a single drop of leaflets at a cost of £50 per 1,000 leaflets.

Proposed: Cllr Jenkins, Seconded: Cllr Webster. All in favour.

Cllr Akker abstained from voting on the leaflet delivery.

25/346 To agree and note arrangements for publicity regarding the Local Plan

***It was resolved*** unanimously to agree and note the following arrangements for publicity regarding the Local Plan: - Regards to publicity distribution statement to be distributed to Council members via email for their comments. Final copy wording by majority.

Proposed: Cllr Webster, Seconded: Cllr Hinderwell. All in favour.

25/347 To agree a designated email address for the Local Plan at a cost of £40+VAT

***It was resolved*** unanimously to defer agreeing a designated email address for the Local Plan at a cost of £40+VAT.

Proposed: Cllr Akker, Seconded: Cllr Webster. All in favour.

25/348 To agree to invite our incumbent play equipment supplier to visit both sites, in conjunction with Councillors and staff, and to advise and quote for possible options. If necessary, to invite a separate supplier of adult gym equipment to visit and submit recommendations and prices

***It was resolved*** unanimously to agree to invite our incumbent play equipment supplier to visit both sites, in conjunction with Councillors and staff, and to advise and quote for possible options and if necessary, to invite a separate supplier of adult gym equipment to visit and submit recommendations and prices.

Proposed: Cllr Jenkins, Seconded: Cllr Hinderwell. All in favour.

25/349 Agree to put the specifications out to tender via Contract Finder if required or obtain alternative quotes elsewhere

***It was resolved*** unanimously to agree to put the specifications out to tender via Contract Finder if required or obtain alternative quotes elsewhere.

Proposed: Cllr Webster, Seconded: Cllr Jenkins. All in favour.

25/350 To select 3 or more possible providers from quotes submitted

***It was resolved*** unanimously to select 3 or more possible providers from quotes submitted.

Proposed: Cllr Hinderwell, Seconded: Cllr Webster. All in favour.

25/351 To submit a grant application to 1 or more grant providers. The applications may be split between different grant providers, depending on grant criteria and may include the renovation and repair of the skatepark

***It was resolved*** unanimously to submit a grant application to 1 or more grant providers. The applications may be split between different grant providers, depending on grant criteria and may include the renovation and repair of the skatepark.

Proposed: Cllr Jenkins, Seconded: Cllr Weaver. All in favour.

25/352 To liaise with the S106 provider in respect of Wellhouse children's play area and Glebe 2 adult gym equipment, in accordance with the S106 agreement

Cllr Webster proposed an amendment to the agenda wording: - To liaise with the S106 team at Colchester City Council in respect of Wellhouse children's play area and Glebe 2 adult gym equipment, in accordance with the S106 agreement.

***It was resolved*** unanimously to contact the Colchester City Council team and ask whether the Dawes Lane S106 agreement money of £31,992.72 under Schedule 4 recreational agreement has been paid.

Proposed: Cllr Webster, Seconded: Cllr Hinderwell. All in favour.

Meeting closed at 1.17pm.