

WEST MERSEA TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 4TH SEPTEMBER 2025

In attendance:

Cllr T Webster (Mayor)	Cllr D Baker	Cllr D Boylan
Cllr N Hinderwell	Cllr R Jenkins	Cllr C Powling
Cllr M Williams	Kirsty Wadsworth (Town Clerk)	Cllr J Jowers (ECC)

25/254 Apologies for absence

Apologies received and accepted from Cllr Akker, Cllr Weaver, Cllr Davidson and Cllr Parsons.

25/255 Declarations of interest

Cllr Powling declared he is a Colchester City Councillor and as a First Responder would have his phone turned on.

25/256 Public participation

MOP1 - Stated that a Waterside Committee meeting was held recently at the Council chambers which was an invite only meeting, where it was said that two bathing rafts did not have the necessary permissions. The MMO conducted a site visit and was satisfied that the moorings were legitimate. A copy of the email stating this was given to the local resident.

MOP2 - With reference to 25/261 and 25/262 asked if Councillors are not going to participate in the Council actively then they should resign. Mentioned his concerns over agenda item 25/283 and developers not acting appropriately.

25/257 To receive County and City Councillors reports:

Reports received from Cllr Jowers:

- Now talking about 5 unitaries instead of 3
- Councillors elected will have double the workload
- Row over the 26,000 houses going in at Marks Tey – they can't go in until we know where the A120 is going
- Asked who will take control over local planning
- Questioned who will take on Thurrock's debt

Report received from Cllr Powling:

- Colchester has now withdrawn their application for the 26,000 houses
- Next 2/3 weeks there will be meetings regarding the local government review between the 3 and 5 council unitaries

25/258 To confirm minutes of the Council meeting of 31st July 2025

It was resolved unanimously to accept the minutes of the 31st July 2025 with the following amendments: 25/246 add the word potentially before transferring assets, 25/240 ROPSA should be spelt ROSPA not ROPSA.

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

25/259 To confirm minutes of the Extraordinary Council meeting of 22nd August 2025

It was resolved unanimously to accept the minutes of the 22nd August 2025.

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

25/260 To agree and approve a list of payments

A list of payments was approved.

25/261 To provide an update from Committees

An update was received.

25/262 To provide an update from Working Groups

An update was received.

25/263 To provide an update from Representatives

An update was received.

25/264 To approve the Terms of Reference for the Finance and Strategy Committee

It was resolved unanimously to approve the Terms of Reference for the Finance and Strategy Committee

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

25/265 To receive the Town Clerk's report:

- An invitation has been received from West Mersea Beach Hut Watch to attend their AGM on Sunday 14th September. Cllr Hinderwell has agreed to attend the meeting.
- Coast Road path - CCC Planning advice was to wait for a response from DM Highways.
- Broomhills Greensward - waiting information from the solicitor.
- Tennis lease has been submitted to the Tennis club for their approval.
- Glebe Pavilion drains survey completed and all clear.
- Changing places lease waiting for the statutory declaration from CCC.
- Repairs to park equipment have been carried out.
- Meeting was held on 03/09/25 with Chair of MISA to discuss the Glebe Pavilion.
- W M Tree Services have started the hedge cutting for the season – Allotments, Fairhaven toilets and Broomhills have been completed so far.

25/266 To consider and agree whether to keep building insurance figures in our current insurance policy the same or to amend the building insurance figures as detailed in the Desktop Building Reinstatement Assessment

It was resolved unanimously to amend the building insurance figures in our current insurance policy as detailed in the Desktop Building Reinstatement Assessment.

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

25/267 The decision was made by the Town Clerk and the Chair of the Assets and Community Facilities Committee under the delegated spending of less than £1,000 on emergency repairs, to pay for the welding of the stabilising bar on the tractor at a cost of £80 + VAT.

Agenda item 25/267 was noted.

25/268 To consider and agree the renewal options for the photocopier:

Option 1 - Sharp MX2651 (existing copier) – cost per year £1,338.76

Option 2 - Sharp BP-50C26 (replacement copier) – cost per year £1,706.76

Option 3 - Konica Minolta/Develop Ineo – cost per year £1,129.88

Option 4 - Sharp BP-50C26 – cost per year £930.48

It was resolved unanimously to accept option 4 - Sharp BP-50C26 – cost per year £930.48 as the photocopier renewal option.

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

25/269 To consider and approve a donation of £250 to the Beach Hut Watch to be distributed for replanting the boats on Victoria Esplanade

It was resolved unanimously to provide a donation of £250 to the Beach Hut Watch to be distributed for replanting the boats on Victoria Esplanade.

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

25/270 To agree the quote for a replacement laptop (Windows 11 requirement) for the Cemetery Clerk at a cost of £910 + VAT

It was resolved unanimously to agree the quote for a replacement laptop (Windows 11 requirement) for the Cemetery Clerk at a cost of £910 + VAT.

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

25/271 The decision was made by the Town Clerk and the Chair of the Assets and Community Facilities Committee under the delegated spending of less than £1,000 on emergency repairs, to pay for equipment to repair the Playzone unit in School Gardens at a cost of £689.48 + VAT

Agenda 25/271 was noted.

25/272 To agree the quote for the faulty urinal flusher and sensor at Fairhaven toilets at a cost of £420 + VAT

It was resolved unanimously to agree the quote for the faulty urinal flusher and sensor at Fairhaven toilets at a cost of £420 + VAT.

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

25/273 To consider and agree to pay for a tree survey for West Mersea Town Council trees

Option A £5,250 + VAT

Option B £4,850 + VAT

Option C £1,500 + VAT

It was resolved unanimously to agree to pay the tree survey at a cost of £1,500 + VAT- Option C.

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

25/274 To agree the quotation to reduce tree height and remove deadwood from the Maple tree in Sensory Gardens at a cost of £780 + VAT

It was resolved unanimously to defer this item until the tree survey report is received.

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

25/275 To agree the quotation to remove deadwood from the nine Oak trees in Willoughby Car Park at a cost of £1,600 + VAT

It was resolved unanimously to defer this item until the tree survey report is received.

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

- 25/276 To agree the quotation to remove deadwood from the Cedar trees and Lime tree in Barfield Road Cemetery at a cost of £1,100 + VAT

It was resolved unanimously to defer this item until the tree survey report is received.

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

- 25/277 To agree the wording for a short consultation with the public regarding the removal of the bike humps

The following wording was agreed: - West Mersea Town Council is looking into the use of the bike humps at the top of Glebe 2, please can we have thoughts for the future use of the bike humps.

Proposed: Cllr Powling, Seconded: Cllr Williams. All in favour.

- 25/278 To provide an update regarding the ROSPA annual play park inspection report and agree next steps

An update was provided. It **was resolved** unanimously for the Town Clerk to contact the Tiptree Clerk for advice and information about skate park repairs and for Cllr Powling to talk to a Colchester Officer regarding the use of a mesh covering/skate park repair.

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

- 25/279 To discuss and agree whether WMTC will obtain a quote for the repair and take ownership of the bridge between Glebe 2 and the farmers' field

Following discussion, it **was resolved** unanimously for WMTC to take ownership of the bridge between Glebe 2 and the farmer's field.

Proposed: Cllr Powling, Seconded: Cllr Williams. All in favour.

It **was resolved** unanimously for the groundsman to inspect the bridge and report back whether the underpinnings are good enough for a repair.

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

- 25/280 To agree for musicians to perform/entertain on the Parish Church Green beside the War Memorial, on Saturday 11th October during the Community Arts Festival, linking the two venues of the Church and the MICA and encouraging residents into the village.

It was resolved unanimously to agree for musicians to perform/entertain on the Parish Church Green beside the War Memorial, on Saturday 11th October during the Community Arts Festival, linking the two venues of the Church and the MICA and encouraging residents into the village.

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

- 25/281 To consider and agree appointing a consultant from PCH Associates to produce a feasibility report of the Glebe concept at a cost of £3,750 + VAT

It was resolved unanimously for the Town Clerk to endeavour to obtain two more quotes and to defer appointing a consultant from PCH Associates to produce a feasibility report of the Glebe concept at a cost of £3,750 + VAT. Proposed: Cllr Webster, Seconded: Cllr Hinderwell. All in favour.

- 25/282 Local Plan: To review and agree to send the proposed Local Plan Working Groups letter to CCC

Following discussion, **it was resolved** unanimously to send the proposed Local Plan Working Groups letter to CCC with an opening paragraph acknowledging the reply received on the 30th June and that we would like to seek further explanation about these points.

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

25/283 To agree for the Town Clerk to write to CCC with regards to closing Seaview Avenue to vehicular access and opening Sanderling Approach junction with East Road to vehicles

Residents have received a letter confirming that the entrance in Seaview will be closed to vehicular access and the entrance at the junction of East Road will be opened on the 12th September. No further action is required.

25/284 To provide an update with regards to audio recordings to be included on the WMTC website as resolved under item 24/283

An update was received, and it was agreed that the Town Clerk would push this forward as a priority action point.

EXCLUSION OF PRESS AND PUBLIC

To resolve that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

25/285 To discuss and agree security measures at Rushmere Depot

It was resolved unanimously to accept the proposed security measures at Rushmere.

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

25/286 To agree to advertise a new vacancy for 5½ hours per week plus holiday/sickness cover at a cost of £5-£7 per day for a maximum of 15 days

It was resolved unanimously to advertise a new vacancy for 5½ hours per week plus holiday/sickness cover at a cost of £5-£7 per day for a maximum of 15 days.

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

25/287 To obtain a report of outstanding tasks to be provided at the next Personnel Committee meeting

Town Clerk to obtain a list of outstanding jobs from the Groundsmen and the Office employees.