

WEST MERSEA TOWN COUNCIL

MINUTES OF THE COMMUNITY ASSETS/FACILITIES COMMITTEE MEETING
HELD ON MONDAY 1 SEPTEMBER 2026

In attendance:

Cllr Dave Boylan (Chair)	Cllr David Baker	Cllr Nigel Hinderwell
Cllr Robert Jenkins	Cllr Carl Powling	Cllr Sophie Weaver
Cllr Maxine Williams	Kirsty Wadsworth (Town Clerk)	

26/23 To receive apologies for absence and a vote of acceptance to be taken

Apologies were received and accepted from Cllr Akker and Cllr Webster.

26/24 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

Cllr Powling declared he was a Colchester City Councillor.

26/25 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.

MOP1- noted that CCC is carrying out a physical risk assessment but stressed that legal and financial liabilities must also be considered, given past cases where Councils faced prosecution and significant civil claims. Highlighted comparable risks in West Mersea due to tidal conditions, beach gradient, exposed hazards and recent rescues and confirmed that any future licence applications would be opposed.

26/26 To review and agree the Community Assets/Facilities Committee Terms of Reference

It was resolved unanimously to agree the Community Assets/Facilities Committee Terms of Reference with the minor amendments.

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

Cllr Williams joined the meeting at 5.05pm.

26/27 To confirm minutes of the Community Assets/Facilities Committee meeting of 1st June 2026

It was resolved unanimously to accept the minutes of 1st June 2026.

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

26/28 To agree to apply for a licence for the Christmas tree lights in the Lime tree from Essex County Council

It was resolved unanimously to agree to apply for a licence for the Christmas tree lights in the Lime tree from Essex County Council.

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

26/29 To consider and agree the installation of a timer to the waste-water heater at Rushmere to reduce annual expenditure

It was resolved unanimously to agree the installation of an instantaneous water heater at Rushmere, at a cost of up to £600, to reduce annual expenditure.

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

26/30 To review the previous decision to install French drains in the Youth Field and determine whether to uphold that decision or pursue the alternative option of extending the pathway

It was resolved unanimously to agree to install French drains and a path in the Youth Field.

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

26/31 To agree to obtain a quote to replace the sunken tarmac at the end of the ramp at the Council Offices

It was resolved unanimously to obtain a quote to replace the sunken tarmac at the end of the ramp at the Council Offices.

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

26/32 To discuss and agree any necessary actions to address the deteriorating driveway and paths at Barfield Road Cemetery

It was resolved unanimously that no further action would be taken at this stage, and that the situation would continue to be monitored in consultation with the Health and Safety Advisor.

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

26/33 To consider and agree the creation of suitable ground conditions at Feldy View Woodlands Cemetery for vehicle access at the teardrop end of the drive

It was resolved unanimously to agree the creation of suitable ground conditions at Feldy View Woodland Cemetery for vehicle access at the teardrop end of the drive and to obtain quotations for the work.

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

26/34 To agree to remove the paving slabs in Sensory Garden and replace with grass and relay the existing slabs on the side of Melrose Road

It was noted that this matter had previously been approved at the Community Assets/Facilities Committee on 1st June 2026.

26/35 To agree to install a new hedge to the front entrance of Firs Road Cemetery

It was resolved unanimously not to install a new hedge at the front entrance of Firs Road Cemetery, and to identify alternative options to brought back to the Assets Committee for consideration.

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

26/36 Farmers Field Bridge – To agree whether to proceed with the process of replacing the bridge or to dispose of the asset, noting that although not originally owned by the Town Council, West Mersea Town Council previously assumed responsibility for it

It was resolved unanimously to proceed with the process of replacing the bridge.

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

26/37 To agree whether to remove the earth or to flatten the bike humps at the Glebe

It was resolved unanimously to agree to obtain quotes for the removal of bike humps at the Glebe.

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

26/38 To receive an update on the bathing raft application and to agree the next steps required to progress the application

An update was received. Any future deployment of the bathing rafts will depend on the outcome of the water risk assessment being carried out by Colchester City Council, which will determine whether it is safe to proceed.

26/39 To consider and agree the necessary remedial works to address the deteriorating floor surface at Coast Road public toilets, noting that worn floor paint and persistent odours indicate the need for repairs to the flooring

It was resolved unanimously to obtain a quotation for cleaning the floor surface and applying an epoxy resin sealant at the Coast Road public toilets.

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

26/40 To consider and agree the proposal to install seatless toilets in all standard cubicles at the following public facilities, in order to improve hygiene standards and simplify cleaning requirements: High Street: 4 standard toilets, Willoughby: 8 standard toilets and Fairhaven: 8 standard toilets

It was resolved unanimously to obtain quotations for installing seatless toilets in all standard cubicles at the following public facilities, and to bring the matter back to Full Council for consideration: High Street (4), Willoughby (8) and Fairhaven (8).

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

26/41 To receive an update on the information board for the Coastguard Compound

An update was received.

Meeting closed at 6.50pm.