

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF THE COUNCIL MEETING HELD ON FRIDAY 24 JANUARY 2025**

In attendance:

|                              |                               |                   |
|------------------------------|-------------------------------|-------------------|
| Cllr S Weaver, Mayor         | Cllr D Baker                  | Cllr N Hinderwell |
| Cllr R Jenkins               | Cllr T Webster                | Cllr M Williams   |
| Kirsty Wadsworth, Town Clerk | Petra Palfreyman, Locum Clerk |                   |
| 3 members of the public      |                               |                   |

**25/024 RECORDING OF MEETING**

Chairman requested anyone present to identify their intention to record the meeting.

Cllr Webster, the Locum Town Clerk and the Town Clerk confirmed they were recording the meeting. The office recording device was also used.

**25/025 APOLOGIES FOR ABSENCE**

Cllr Boylan, Cllr Greenleaf and Cllr Powling. A vote of acceptance was taken with all in favour.

**25/026 DECLARATIONS OF INTEREST**

There were no declarations of interest received.

**25/027 PUBLIC PARTICIPATION**

MOP1 – The Council must look at the evidence put forward for the draft local plan and must not rely on the CCC planners. Also offered to serve on any group in the community to work towards the Local Plan evidence.

MOP2 – Supported the views of MOP1. According to the CCC document information was supplied by WMTC in May 2024 and includes incorrect statements regarding the settlement boundary. A document with the correct evidence has been submitted by MOP2 for consideration.

MOP3 – Stated there are approximately 2000 static and 500 towing caravans on Mersea Island, which could be considered as equivalent to the number of homes on the island and are considered as non-residents by CCC planners. Bradwell remains a designated site for new build by central government. Mersea Island is within their radius for an emergency evacuation plan, and this was always the reason for limiting development on the island.

**25/028 To agree to contact Colchester City Council, requesting a copy of evidence provided by West Mersea Town Council, relating to West Mersea Settlement Evidence Stage 1 for the current review of the Local Plan**

It was **agreed unanimously** to contact CCC for a copy of evidence provided by WMTC relating to West Mersea Settlement Evidence Stage 1.

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

**25/029 To agree to contact Colchester City Council supporting the evidence from two residents relating to the West Mersea Settlement Evidence Stage 1 for the current review of the Local Plan**

Council reviewed the evidence provided from two residents and it was **agreed unanimously** to accept the Settlement Boundary evidence and to revisit some aspects of the Environmental evidence and submit to CCC.

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

Cllr Williams left the meeting at 9.45am.

25/030 To agree for a resident to speak on behalf of the Council at the next Local Plan Committee meeting

It was **agreed unanimously** for the resident that provided the Settlement Boundary evidence, to speak at the meeting proposed on the 17th February 2025 regarding the Local Plan.

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

25/031 To confirm the purchase of a new office desk for the Town Clerk at a cost of £420.00

The council **agreed unanimously** to confirm the purchase of the new office desk for the Town Clerk at a cost of £420.

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

25/032 To consider Planning Applications received and to receive notification of Planning Decisions

#### Planning Application

(a) 242535

Construction of 1.5 storey extension to provide living room for master suite and office above for clients own use. Construction of new dormer to provide additional headroom in bedroom 1 of this chalet type dwelling. 8 Beach Road, West Mersea.

This Council has no comment to make.

#### Planning Decisions

#### Applications passed

(a) 242074

Part change of use from shop store room to Pizza takeaway area. 46 High Street, West Mersea

(b) 242391

Proposed single storey rear extension with general external façade. Wendover, 8 Mersea Avenue, West Mersea

#### Appeal decision

(a) 241050

Proposed extension of existing rear first floor balcony. Dunoon, 3 Cross Way, West Mersea

Council agreed to move item 25/035 to be considered after 25/032 to allow the discussion to be heard in the public section of the meeting.

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

25/035 To agree the 2025/6 budget and precept

Following discussion, the council **agreed unanimously** to increase the precept by 4.23% which results in a request to CCC for £401,037. The increase to the Band D taxpayer is £116.77.

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

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

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

25/033 To review and agree the Time off in Lieu Policy

Following discussion, it was **agreed unanimously** to adopt the revised Time Off in Lieu Policy.  
Proposed: Cllr Webster, Seconded: Cllr Baker. All in favour.

25/034 To review and agree the Town Clerk's contract

Following discussion, it was **agreed unanimously** to adopt the changes to the Town Clerk's contract.  
Proposed: Cllr Webster, Seconded: Cllr Jenkins. All in favour.

25/036 To agree staff salary structure for 2025/6

Following discussion, it was agreed **unanimously** to accept the proposed pay increases to WMTC employees as per Personnel Committee recommendations.  
Proposed: Cllr Jenkins, Seconded: Cllr Hinderwell. All in favour.

25/037 To agree for staff members to carry over annual leave into 2025/6

(a) Hayley Powling – 3 hours annual leave. To be taken by 30th September 2025.

(b) Gary Petley – 3 days to use by 30th April 2025.

(c) William Boswick – 5 days to use by May 2025

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

25/038 To agree payment for time off in lieu for Hayley Powling

Following discussion, it was **agreed unanimously** to pay Hayley Powling for any Time Off in Lieu accrued to date and unused by 31st March, up to 24.5 hours.  
Proposed: Cllr Webster, Seconded: Cllr Hinderwell. All in favour.

Meeting closed at 10.55am.