

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the Council meeting held on Tuesday 18th October 2022
at 8pm
at
Champions Manor Hall

Present:

Councillor Eley (Town Mayor)
Councillor Shearring (Deputy Town Mayor)

Councillor Thompson
Councillor Massey
Councillor Bentley
Councillor Miller
Councillor Roberts
Councillor Sherlock
Councillor O'Brien
Councillor Wilson

Councillor Humphrey
Councillor Birch
Councillor Kelly
Councillor Crosbie
Councillor Ferry
Councillor Humphrey Senior
Councillor Perham Lake

In attendance: Acting Town Clerk

C366 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillor John, Sismey . Councillors Bentley, Massey and Roberts will be arriving late.

C367 Dispensation Considerations

None received.

C368 Declarations of Interest

None received.

C369 Confirmation of Minutes

The minutes of the meetings held on 1st August 2022 were agreed and signed as a true record of the meeting.

Proposed: Councillor Humphrey

Seconded: Councillor Kelly

Vote: **Carried**

C370 Public Questions

None received.

C371 Election of member to Council Committees and Working Parties for 2022/23

Councillor Angela Humphrey requested to join the Finance & Projects Committee and the Events, Community & Leisure Committee.

Proposed: Councillor O'Brien

Seconded: Councillor Crosbie

Vote: Carried

C372 Conclusion of Audit 2021-22

Council **NOTED** the interim (uncertified) Section 3 report from PKF Littlejohn and the Notice of Conclusion of Audit Notice has been signed and posted on the Town Council website.

C373 Reports from Committees attached to the agenda

373.1 Events Community & Leisure Committee

Councillor Crosbie updated the committee has been busy leading up to Christmas and the Baby Awareness week was a success and over £5000 was raised for charity.

373.2 Planning & Environment Committee

A small group of members met to complete a submission for the new Local plan. Councillor Shearring thanked members that worked on the submission.

373.3 Finance & Projects Committee

Projects will be discussed on a future agenda from January 2023

C374 Review of Code of Conduct

Committee considered the adoption of a new code of conduct for councillors through the adoption of a code based entirely upon the Local Government Association (LGA) model code of conduct.

Proposal: To adopt the new Code of Conduct

Proposed: Councillor Eley

Seconded: Councillor Shearring

Vote: carried

Chelmsford City Council will be running two training sessions on the New Model Code of Conduct. Councillor Eley recommended all members attend. Councillors to inform the Acting Town Clerk which of the two dates they would like to attend on zoom.

C375 RCCCT & Hullbridge Slipway

Councillor Shearring gave a verbal update on the people accessing the river at Hullbridge with jet skis and causing possible danger. The Marine police & Harbour Master are monitoring this activity. They are looking at ideas such as the area being regulated with a permit for use of river and a key for a barrier. Also looking at CCTV and a public space protection order which would allow the Police to do on the spot fines. A possible permit with barriers & a bollard on Hullbridge side and a chain on SWF side as a deterrent. The next meeting is the 22nd November 2022. Councillor Shearring will keep the Council updated.

C376 HR Company

Councillor Shearring gave a verbal update to Council that we currently have no access to HR advice but our current external auditor has recommended a company WorkNest. They are professional and will always have advice available when we require. There are three options available for their services.

Proposal: The Town Council appoint WorkNest as the Town Council's HR advisors and we accept the option 2 pre paid bank hours.

Proposed: Councillor Shearring

Seconded: Councillor Birch

Vote: carried

C377 Land at Shaw Farm Roundabout

Council discussed the request from from Chelmsford City Council who are seeking the potential agreement for SWFTC to provide the land to form part of the Highway to allow junction works to improve the functioning of the roundabout.

Councillor Bentley arrived at 8.50pm.

Councillor Roberts arrived at 8.55pm.

Proposal: The Town Council are unable to provide an opinion at this stage. The Town Council would like to see detailed traffic modelling reports from both the developer and Essex County Council, which clearly show the differences in traffic flows and the benefits of using the Town Council land for road and junction improvements. If the modelling reports demonstrate an improvement for SWF residents, as determined solely by the Town Council, then the Town Council may decide to provide land, subject to suitable financial reimbursement. The Town Council will send a letter mentioning all concerns raised by members, including access to the Fenn and confirmation if the land is common land. The Town Council would also like to invite Chelmsford City Council to attend a meeting to discuss the traffic modelling reports as and when the City Council can share them.

Proposed: Councillor Humphrey

Seconded: Councillor Birch

Vote: All in favour

C378 Bowls Club

Councillor Roberts confirmed the Bowls Club have paid the rental payment for this year and that the agreement should be dated from 1/4/2022.

Proposal: To agree the operational license for a rolling 5-year period, completed inventory and minutes from the CIC meeting.

Proposed: Councillor Roberts

Seconded: Councillor Wilson

Vote: Carried

C379 Chelmsford City Council/Essex County Council

Councillor Massey, Essex County Council:

Essex County Council has been appointed by the Government to review Thurrock Council's finances and operations as a result of its level of financial risk and debt. Essex County Council has now been given control of Thurrock's financial functions.

Essex Highways are due to return overnight for up to three nights starting October 24th to complete the repair adjacent to the 'Asda' zebra crossing. Essex Highways are continuing to repair potholes. Members will be aware that I emailed all Town Councillors on September 29th requesting information regarding potholes requiring urgent attention and received no response.

Cllr. Lee Scott has agreed to join me on a 'road trip' from County Hall on October 27th to experience the parlous state of the A132 for himself.

Essex County Council have advised members that the 'cost of living crisis' has hit the County Council's finances, particularly with regard to increased fuel, energy and staff costs.

Cabinet Members have been asked to review their portfolios to identify potential cost savings as a matter of urgency.

Councillor Roberts, Chelmsford City Council:

Reported the S106 Sainsburys money for South Woodham Ferrers is ongoing and The Acting Town Clerk has checked with Essex County Council and been advised that the design project for pavements is in this year's programme and is ongoing. The engineer will provide more updates on the scheme as the design progresses.

Councillor Bentley, Chelmsford City Council:

Reported Highways England are proposing to upgrade the A12 to three carriageways between Boreham and Marks Tey. Potential issues will be traffic congestion however the old junction is unsafe.

Looking at possible future improvements to the Cathedral grounds along with the cathedral.

Councillor Massey arrived 9.15pm

C380 Reports from Representatives of Outside Bodies by Lead Councillors

Councillor O'Brien reported that they have increased the target for lettings next year and the rates will increase 5% in January 2023.

C381 Town Mayors Announcements

Council **NOTED** a recent list of events attended by the Town Mayor. Councillor O'Brien thanked the Town Mayor on behalf of the Council.

C382 Media Release

- Councillor Angela Humphrey is a member of the Finance & Projects Committee and the Events Community & Leisure Committee

C383 To resolve to exclude the press and public for the remainder of the meeting under the Public Bodies (Admission to Meetings) Act, 1960, as the following item contains confidential information.

Proposed: Councillor Eley

Seconded: Councillor Shearring

Vote: Carried

**C384 Audit Update & Confidentiality
Private & Confidential**

**C385 Staffing
Private & Confidential**

Standing Order 3.x was suspended to allow the meeting to exceed more than 2 hours.

C365 Next Meeting

Next meeting is to be held 22nd November 2022.

There being no further business to discuss the Town Mayor closed the meeting at 10.05pm

Signed
(Chairman of the Meeting)

Date: 22 November 2022