

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the Meeting held on Tuesday 18th June 2019 at 8.00 pm
at
Champions Manor Hall

Present:

Councillor A Shearring (Town Mayor in the Chair)

Councillor M Lobar

Councillor B Massey

Councillor P Ferry

Councillor P Wyatt

Councillor A Humphrey

Councillor M Sismey

Councillor I Roberts

Councillor J Birch

Councillor R Crosbie

Councillor A John

In attendance: Town Clerk, Open Spaces Officer and 5 members of the public.

17 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillors Eley, R Weir Ewing, Kelly, and Bentley

18 Declarations of Interest

There were no declarations of interest.

19 Confirmation of Minutes

The Town Clerk reported that two amendments had been made to the minutes. On a proposal by Councillor John, seconded by Councillor Humphrey the minutes of the meeting held on 14th May 2019 were **AGREED** and signed by the Chairman.

20 Public Questions

Two members of the public addressed the committee expressing their interest to re-join the Town Council and make a contribution to the Town.

21 Casual Vacancies

21.1 Chetwood Ward Vacancy

Ian Hammond application considered and **AGREED** all in favour

21.2 Collingwood Ward Vacancy

John Miller application considered and **AGREED** all in favour

21.3 Elmwood Ward Vacancy

Murrough O' Brien application considered and **AGREED** all in favour

21.4 Woodville Ward

Matthew Lewis application considered and **AGREED** all in favour

22 Election of Members to Council Committees/Sub – Committees and working parties for 2019/20

22.1 Environment Committee (up to 12 members)

The following members were **AGREED** and elected to the Environment Committee Matthew Lewis, Ian Hammond and Councillor Eley.

22.2 Leisure Committee (up to 12 members)

The following members were **AGREED** and elected to the Leisure Committee Murrough O'Brien and John Miller

22.3 Planning Committee (up to 12 members)

The following members were **AGREED** and elected to the Planning Committee Matthew Lewis and Ian Hammond.

22.4 Neighbourhood Plan Committee

The following members were **AGREED** and elected to the Neighbourhood Plan Working Party Murrough O'Brien and Ian Hammond.

22.5 Community Resilience Team

The following members were **AGREED** and elected to the Community Resilience Team John Miller.

23 Reports from Committee Chairmen

23.1 Environment Committee

It was noted that a meeting had taken place on 30th April 2019 and a report was attached to the agenda.

23.2 Leisure Committee

It was noted that a meeting had taken place on 11th June 2019 and a report was attached to the agenda.

23.3 Planning Committee

It was noted that meetings had taken place on 30th April and 28th May 2019 and a report was attached to the agenda.

23.4 Policy and Resources Committee

It was noted that a meeting had taken place on 21st May 2019 and a report was attached to the agenda.

23.5 Neighbourhood Plan Committee

It was noted that a meeting had taken place on 23rd April 2019 and a report was attached to the agenda.

23.6 Community Resilience Team

It was noted that a meeting had taken place on 18th June 2019 and a verbal report was given due to timings.

24 Internal Audit

Members noted a report attached to the agenda following the internal audit report provided by Heelis and Lodge.

25 Annual Audit 2018/19

25.1 Annual Accounts

On a proposal by Councillor John, seconded by Councillor Crosbie it was **AGREED** to approve the Income and Expenditure and Balance Sheet for the end of March 2019.

25.2 Annual Governance Statement

On a proposal by Councillor John, seconded by Councillor Ferry it was **AGREED** to approve Section 1 of the Annual Return Annual Governance Statement 2018/19 (Section 1 of the Annual Return) as attached to the agenda.

25.4 The Town Mayor Councillor Shearring Signed and dated Section 1 of Annual Governance Statement by the Chairman and Town Clerk

25.5 The Town Mayor Councillor Shearring Signed and dated Section 2 of the Annual Governance Statement by the Chairman and Responsible Financial Officer

25.6 It was noted the audit date has been set for 17th June 2019. To note the Period for the Exercise of Public Rights is Wednesday 19th June – Wednesday 31st July, notices will be put in place to this effect.

26 Special Expenses

It was noted that the procedure for the review of Special Expenses differs from that of 2012 – 2013, City Council only require completed cost heads of what Town Council precept is spent on. This can be completed in the office, no special expenses working party meeting required.

27 Annual Report from the Health and Social Care Group

A report circulated with the agenda was noted by the committee. Peter Blackman gave a verbal update and answered questions that the GPs are independent and it is their own decision to move premises to the New Health Care Centre. Councillor John and Councillor Shearring thanked Mr Blackman on behalf of The Town Council for his full and detailed report.

28 Environment Committee change of Terms of Reference

On a proposal by Councillor Roberts, seconded by Councillor John it was **AGREED** the Environment Committee was the ideal place for the change of terms of Reference.

29 Reports from Representatives of Outside Bodies by Lead Councillors

29.1 South Woodham Ferrers Village Hall Trust Management Committee

Councillor Roberts gave a verbal report that the Village Hall is doing well. He explained that the Hall is owned by the Town Council and it is run by a board of trustees that do an excellent job. He reported two unfortunate accidents at the Hall this year and the costs would be brought to the next P&R meeting on 16th July 2019.

29.2 South Woodham Playing Fields Management Committee

Councillor Humphrey updated that there has been no meeting scheduled.

29.3 Health and Social Care Group

Councillor John thanked the Health & Social care group for all their hard work.

30 Town Mayor's Announcements

Committee noted the list of events attended by the Town mayor Councillor Shearring.

31 Chelmsford City Council/ Essex County Council

The following report was received from Councillor Massey and contents noted;
Chelmsford City Council

Councillor Massey mentioned change of control to Liberal Democrats. Riverside Leisure Centre is due to open in the next week and informed the committee that it

is an excellent facility. There has been no decision to report back to the local plan. Councillor Roberts spoke about the price increase for OAPs swimming and Councillor Massey confirmed there has been a blanket increase.

Essex County Council

Marsh farm Working party

Councillor Massey confirmed the lease was no longer with Partyman. The plan is that the car park area will be getting improvements but ECC are keen to put a car parking charge in place. Storage facilities will be provided for Phoebe's Pantry. The Local Highways Panel has agreed the new shelter on Hullbridge Road opp the Railway public house and this should be in place in the coming months. Councillor Roberts requested the shelter be in Town Council colours. Councillor Wyatt mentioned that at the last Resilience meeting it was discussed about placing a barrier across the top of the road to stop people going to the river in a flooding emergency. Councillor Massey confirmed he would speak to the LHP regarding this.

32 Media Contact

- New Councillors
- Environment Climate Change

33 Next Meeting

The next meeting will be held on 10th September 2019, at 8pm

There being no further business to discuss the Town Mayor closed the meeting
At 9.20 pm

Signed

Date: 10 September 2019