

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the Council meeting held on Tuesday 10th March 2020 at 8.00pm
at
Champions Manor Hall

Present:

Councillor A Shearring (Town Mayor in the Chair)

Councillor J Birch
Councillor K Bentley
Councillor R Crosbie
Councillor B Massey
Councillor I Roberts

Councillor M O'Brien
Councillor D Eley
Councillor M Sismey
Councillor P Ferry

In attendance: Town Clerk, 2 members of the public

C89 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillors Kelly, Lobar, Humphrey, John, Hammond and Burman.

C90 Dispensation Considerations

None received.

C91 Declarations of Interest

No declarations of interest received.

C92 Confirmation of Minutes

The minutes of the meeting held on 14th January 2020 were agreed and signed as a true record of the meeting.

Proposed: Councillor M O'Brien

Seconded: Councillor B Massey

Vote: Carried

C93 Public Questions

A member of South Woodham Ferrers raised concerns regarding Bradwell Consultation with regard to the 500 - 700 HGV vehicular movement being directed along the Burnham Road B1010 and how this does not support the plans identified in the Chelmsford Local Plan and South Woodham Ferrers Neighbourhood Plan. The member was reassured that the Town Council were working alongside the City Council and that it was understood that as the Local Plan had been approved that the Bradwell consultation would have to be in conformity with this document.

C94 Casual Vacancies**94.1 Elmwood Ward Vacancies**

The application circulated at the January meeting was due to be considered, the candidate was requested to attend this meeting but was not able to attend. Members would like to ask further questions due to the limited information on the questionnaire, the application will be considered at the May meeting. In the meantime, the vacancies for all three wards will be advertised.

Proposed: Councillor M O'Brien

Seconded: Councillor K Bentley

Vote: Carried

C95 Election of Members to Council Committees / Sub-Committees and Working Parties for 2019/2020**95.1 Environment and Open Spaces Committee (up to 12 Members)**

(currently 7) No additional members appointed

95.2 Leisure and Community Committee (up to 12 Members)

(currently 7) No additional members appointed

95.3 Planning Committee (up to 12 Members) (currently 7)

Councillor M O'Brien appointed to the Committee

95.4 Neighbourhood Plan Committee (up to 12 Members) (currently

7) No additional members appointed

95.5 Masterplan Committee (Currently 6) **No additional members added**

No additional members appointed

95.6 Community Resilience Team (reporting to Council)

No additional applications received;

95.7 Youth Club Working Party (reporting to Leisure)

No additional applications received.

C96 Reports from Committee and Working Party Chairmen**96.1 Environment and Open Spaces Committee**

It was noted that a meeting was held on 25/02/2020

- Coastal Recommendations
- Chat a While Bench
- Highways Consultation group

96.2 Leisure and Community Committee

It was noted that a meeting was held on 28/01/20

- Councillor Bentley to provide update on the Youth Club.
- VE day 75 and VJ Celebrations: afternoon tea planned for 8th May 2020

96.3 Planning Committee

It was noted that meetings were held on 28/01/20 & 25/02/20

- Essex Coast Recreational Disturbance Avoidance & Mitigation (Essex RAMS) invitation to join new group.

- Verbal report was provided by Councillor Roberts with regard to the Bradwell consultation, Chelmsford City Council SPD's which are out for consultation and the Environmental Impact Assessment for the site North of Burnham Road.

96.4 Policy and Resources Committee

It was noted that a meeting was held on 11/02/2020

- Grants £5,500 Action for Family Carers, £500 Supporting Asperger's Family in Essex, £649 Station Adopters.
- Forth plot at Uniformed Youth Site to be allocated in principle to house a "Men's Shed".

96.5 Masterplan Committee

It was noted that a meeting was held on 29/01/2020

- Councillor O'Brien reported the current situation: workshops were held on the 29th January where presentations were made to stakeholder groups following this a Masterplan Committee meeting was held where points were agreed and forwarded to Devcomms, following these changes Chelmsford City Council informed the developer that changes need to be made to the document prior to public consultation. It is anticipated that the public consultation will begin at the end of March.

96.6 Neighbourhood Plan Committee

It was noted that a meeting was held on 11/02/2020

- Councillor O'Brien reported that the Neighbourhood Plan Consultation was now open, the consultation is open between 14/02/2020 – 27/03/2020. Committee members have agreed on 21st and 23rd March to have drop in sessions available for residents.

C97 Distinguished Honours Award

In line with the Distinguished Honours Award Policy, Council agree that 2/3 of those present and voting will be 7 members. The Council was asked to consider each application individually.

Nomination: 1st application as circulated with the agenda

Vote: No votes in support of the application

Nomination: 2nd application as circulated with the agenda

Vote: 6 votes in support of the application, not carried

Nomination: 3rd application as circulated with the agenda

Vote: 9 votes in support of the application, nomination will be contacted to confirm that they will accept the award and approve to name going into the public domain.

C98 To consider purchasing land to the North of site 7 as identified within the proposed Masterplan supporting the aspirations of the Neighbourhood Plan green necklace.

Proposal: To investigate the acquisition of land to the North of site 7 as identified in the Local Plan to support the aspirations of the Neighbourhood Plan of the green necklace.

Proposed: Councillor M O' Brien

Seconded: Councillor B Massey

Vote: Carried

Recorded vote requested by Councillor I Roberts

For:	Against:	Abstention:
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M O' Brien	K Bentley	A Shearring
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B Massey	I Roberts	
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M Sismey	J Birch	
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P Ferry		
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D Eley		
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R Crosbie		
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C99 Meeting Calendar 2020/2021

Proposal: To incorporate 2 staffing meetings within the meeting Schedule for 2020/21

Proposed: Councillor K Bentley

Seconded: Councillor I Roberts

Vote: Not carried

Meeting calendar as circulated with the agenda approved with the following amendments:

Council to be held on 12th January with no other meeting

Planning / Leisure to be moved from 26th January to 19th January, no meetings scheduled for 26th January.

C100 COVID- 19 advice and budget for decontamination if required.

Town Clerk reported that Town and Parish Councils are being directed to the government legislation and advice as this is most up to date, due to the nature of the situation the advice is changing regularly.

Proposal: Delegate authority to the Town Clerk to act on advice and guidance provided by Government, World Health Organisation and the Public Health Authority to ensure that Champions Manor Hall its users and Town Council staff are safe. £10,000 budget if required for decontamination or other implemented steps following guidelines issued by Government. Town Clerk to liaise with Town Mayor / Deputy Town Mayor with regard to this expenditure.

Proposed: Councillor M O'Brien

Seconded: Councillor P Ferry

Vote: Carried

Noted that should Council not be able to meet on 12th May 2020 due to Coronavirus restrictions, Committee membership will remain unchanged until Council are able to meet.

C101 Reports from Representatives of Outside Bodies by Lead Councillors

101.1 South Woodham Ferrers Village Hall Trust Management Committee

Councillor Roberts reported that the AGM for the Village Hall Trust Management Committee and Playing Field Committee will be held on 25th March 2020. Forthcoming events include the VE Day event on 8th May 2020 and the outdoor cinema to be held on 18th July 2020.

101.2 South Woodham Playing Fields Management

AGM to be held on 25th March 2020, no Town Council representative at this time.

101.3 Health and Social Care Group

Report circulated from the Health and Social Care group. Members asked the following questions:

- whether the Receptionists based downstairs in the building are aware of the other services provided within the building, representative advised that they are aware although as they are separate clinics they know the services which are provided in the building but not on which days as they are separate receptions.
- whilst there are additional services being provided in the building this isn't actively being promoted to residents and it is the responsibility of the resident to find out what services are available, this will be reported back to the doctors
- Councillor O'Brien suggested that as Councillors are now invited to the quarterly meetings at the Health Centre that a member is appointed as a representative at the May Council meeting.

C102 Town Mayor's Announcements

The Town Mayor's event will be held on Saturday 25th April 2020 at Champions Manor Hall with refreshments and cake being provided. Distinguished Honours award will be presented at this event. Town Mayor and Deputy Town Mayor events were noted.

C103 Next Meeting

To be held on 12th May 2020.

KH

There being no further business to discuss the Town Mayor closed the meeting at 9.52 pm.

Signed
(Chairman of the Meeting)

Date: 12th May 2020