



AGENDA

You are summoned to a Meeting of the

COUNCIL

to be held at 7.30 p.m. on Tuesday 19th March 2024
at Champions Manor Hall

Local residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Town Clerk on 01245 321817. Please join us.

Karen Atkins
South Woodham Ferrers Town Clerk
13th March 2024

A handwritten signature in black ink that reads "KATKINS".

1. To **RECEIVE and ACCEPT** any apologies for absence.
2. **Dispensation considerations**
To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.
3. **Declarations of Interest**
Any Member declaring an interest is asked to state whether this is a pecuniary, registerable or non- registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.
Members must not participate in any discussion on the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.
4. **Confirmation of Minutes**
To **APPROVE** the minutes of the Council meeting held on 16th January 2024 as a true record.
5. **Co-option Vacancy**
To consider the application to fill the vacancy by co-option for the Woodville Ward. A copy of the application form is attached to the agenda.

- 6. Public Questions**

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item on the agenda. At the close of this item members of the public will no longer be permitted to address the Council.
- 7. 1st Woodham Scout Group**

Committee to consider the request from the Royal Air cadets (including Army Cadet premises) to adopt the land north of the youth group hut at Salthaven Road. Representative to attend the meeting.
- 8. Bowls Club**

Committee to receive a presentation from the Bowls Club following a request for a Club House at Champions Manor Hall.
- 9. Tree Works**

Council to discuss and agree the recommendation for work by Planning & Environment Committee on 27th February 2024. Report attached under separate cover.
- 10. Reports from Committees are attached to the agenda.**
 - 10.1 Planning & Environment Committee**

To note that a meeting was held on 30th January & 27th February 2024.
 - 10.2 Events, Community & Leisure Committee**

To note that a meeting was held on 13th February 2024.
 - 10.3 Finance & Projects Committee**

To note that a meeting was held on the 5th March 2024.
- 11. Distinguished Honours Award**

Council to discuss and select a nomination for the annual Distinguished Honors Award, to be presented at the Annual Town Meeting on 23rd April 2024. Nomination forms are attached to the agenda. Ten nomination forms received in total.
- 12. Village Hall Agreement**

Committee to consider the draft agreement between the Village Hall and the Town Council.
- 13. Lease Blue Cage**

Committee to receive an update from the Town Clerk and consider action going forward.
- 14. Clerks Report**

To receive the Clerk's report as provided.
- 15. St Peters Hospital Consultation**

Council to agree a response on behalf of the Town Council on the St Peters Hospital consultation. The working party to update.
At the Mid & South Essex Integrated Care Partnership public meeting it was announced that the deadline for the St Peter's Hospital, Maldon, and primary care services consultation deadline has been extended by two weeks to 4 April 2024.

16. Review of Financial Regulations & Policies

- Council to review and agree Financial Regulations as recommended by the Finance & Projects Working Party on 26th February 2024.
- Council to review and agree the policies attached to the agenda.
 - Grant policy and Grant form
 - CCTV Policy
 - Environmental Waste and Recycling Policy.

17. Chelmsford City Council / Essex County Council

To consider report(s) to Council from City Councillors/County Councillor concerning matters of interest to South Woodham Ferrers.

18. Town Mayor's Announcements

A list of recent events attended by the Town Mayor will be circulated prior to the meeting.

19. Media Release

To consider whether any items on the agenda warrant a media release.

20. Next Meeting

The next meeting is Annual Council held on 14th May 2024 at 8.00pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.