

AGENDA

You are summoned to an Extra Ordinary Meeting of the

COUNCIL

to be held at 7.30 p.m. on Wednesday 03rd June 2026
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.

K Atkins

Karen Atkins
South Woodham Ferrers Town Clerk
28th May 2026

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 Registerable 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 Annual Council meeting held on 12 May 2026 as a true record.
5. **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.
6. **The Cube Bar – Application for Full Variation of Premises License**
Council is requested to consider the attached correspondence relating to the application of a Full Variation of the premises licence submitted under the Licensing Act 2003.

Members to note that the Licensing Hearing will take place remotely via Microsoft Teams on Wednesday 10 June 2026 at 11:00am. Council to consider availability to attend. Information attached to agenda

The following documents are attached for consideration:

- Comments from the Town Council submitted to Chelmsford City Council on 15th May 2026.
- Correspondence received 28th May 2026 from Milton & Shaw Associates Ltd.
- Members to note that the Licensing Hearing will take place remotely via Microsoft Teams on Wednesday 10 June 2026 at 11:00am. Council to consider availability to attend.

7. Media Release

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

8. Next Meeting

The next Council meeting will held on 23rd June 2026 at 7.30pm.

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