



SOUTH WOODHAM FERRERS
TOWN COUNCIL

Champions Manor Hall
Hullbridge Road
South Woodham Ferrers
Essex CM3 5LJ
Tel. 01245 321817

MASTERPLAN AGENDA

For a Meeting to be held at 8.00pm on
Wednesday 29th January 2020

At Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers

Membership:

Councillor M O'Brien (Chairman)

Councillor J Birch
Councillor J Miller

Councillor A Shearring
Councillor I Hammond

Councillor P Ferry

Local residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item of business on the agenda or covered by the Committees Terms of Reference. 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 Hawkes BSc (Hons)
South Woodham Ferrers Town Clerk
23rd January 2020**

1. Apologies for Absence

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 or Non – pecuniary interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. 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 of business covered by the Committees terms of reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

5. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 19th November 2019 as a true record of the meeting.

6. Masterplan Workshop

Following Masterplan workshops carried out throughout the day, Committee to agree Town Councils comments on the Masterplan workshop.

7. Next Steps

To agree any actions required following the Masterplan workshops.

8. Report to Council

To agree items for report to the next Council meeting on 10th March 2020.

9. Media Coverage

To consider whether any items on this Agenda warrant a Media release, and, if so, to agree a Councillor to comment, if applicable.

10. Next Meeting

To be agreed

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