

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the Council meeting held on Wednesday 9th March 2022
at 8.00pm
at
Champions Manor Hall

Present:

Councillor O'Brien (Town Mayor in the Chair)
Councillor Massey (Vice Chairman)

Councillor Thompson
Councillor Shearring
Councillor Bentley
Councillor Eley
Councillor Miller
Councillor Roberts

Councillor Humphrey
Councillor Birch
Councillor Kelly
Councillor Perham Lake
Councillor Ferry

In attendance: Acting Town Clerk, one member of the South Woodham Ferrers Health & Social Care Group

C291 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillor John, Wilson, Burman & Crosbie

C292 Dispensation Considerations

None received.

C293 Declarations of Interest

None received.

C294 Code of Conduct

Members were reminded of the Code of Conduct to fellow Councillors and Officers with members who continuously breach being removed from the meeting.

C295 Confirmation of Minutes

The minutes of the meeting held on 12th January 2022 were agreed and signed as a true record of the meeting.

Proposed: Councillor Humphrey

Seconded: Councillor Shearring

Vote: **Carried**

C296 Public Questions

No members of the public in attendance.

C297 Health and Social Care Report Group Report

The written report from the Health and Social Care Group was received and an update was provided by the Chairman regarding the figures showing a slight decrease in the following week but Covid is still present and people are still becoming poorly. The vaccination hub remains open three days a week on a Monday Wednesday and Sunday but from 21st March 22 will change to Monday, Saturdays and Sundays 8am-8pm. Online bookings are still available. Community support remains strong but more support will be needed and the hub will remain open until the end of June 2022. A review will then be given to Essex County Council. The Health and Social Care group are a base for community health information and signposting for residents.

A public virtual meeting has been arranged on Tuesday 29th March 2022 6.30 - 8.30pm.

The Medicentre that has taken over the old clinic in Merchant Street and are hoping to open late March 2022.

The Chairman thanked the Chair of the Health & Social Care Group for attending.

C298 Reports from the Committee and Working Party Chairman

298.1 Environment and Open Spaces Committee

Environment Committee

It was noted that a meeting was held on 19/1/22.

Town Council Sign Competition

- The Town Council have organised a Town competition for all residents in South Woodham Ferrers to design a new town sign, keeping the present shield shape and to ask residents which location they would like the sign to be placed. The Committee will decide the winner and agree the location after April 2022. This will be discussed at the next Environment meeting on the 16/3/22.

Climate Emergency Toolkit

- Has been produced and delivered to local schools. Schools are keen to involve the children and work together with the working group.

Jubilee Planters

- Committee agreed this year's planters will be in Jubilee theme of red, white, dark purple and silver. The planters will remain at their present locations.

298.2 Leisure and Community Committee

It was noted that a meeting was held on 5/02/22

- Discussions continue re the possibility of holding a toddler group at CMH.
- Refurbishing of the bandstand for Platinum Jubilee celebrations and more events will be discussed and at the next Leisure meeting on the 23rd February 22 now a budget of £10,000.00 has been agreed.

298.3 Planning Committee

It was noted that meetings were held on 26/1/22, 23/2/22 & 8/3/22.

The update of the extra meeting regarding Maldon Council's call for planning sites bordering South Woodham Ferrers was circulated to all members prior to the Council meeting on the 9th March 2022. At the meeting 60 questions that Maldon District Council published were answered and submitted from South woodham Ferrers Town Council. The report and information can be found on the South Woodham Ferrers Town Council website under additional documents of the meeting on the 8th March 2022.

Councillor Bentley asked when the Bellway application will be discussed. Councillor O'Brien confirmed an extension until early May 2022 and a meeting to discuss this application will be scheduled soon.

298.4 Policy and Resources Committee

It was noted that a meeting was held on 23/2/22

- **Meeting Schedule**

Meetings have been agreed to start at 7.30pm and held in the Conference room upstairs except for Council that will remain in a hall downstairs at CMH and start at 8.00pm.

- **Financial Regulations & Standing Orders**

The Town Council will continue with the Financial Regulations as agreed by Council in March 2021 until NALC have issued an updated version.

Councillors Massey & Bentley have reviewed the current Standing Orders and will report back to the Policy & Resources Committee at the next meeting on 13th April 2022.

Grants have been awarded to a range of local community groups –

- £500 The Station Adopters to cover general maintenance, gardening, updating noticeboards. A new grant application will be received later for a plaque to commemorate the queens Platinum Jubilee.
- £5,000 Action for Family Carers towards hall hire costs
- £3,000 Swallows Gymnastics towards new gymnastic equipment
- £2,000 Eyott Saling Club towards flood defense barriers
- £1,000 Swiftsingers towards music and uniform costs for 2022

C299 Committee Structure Review

Committee discussed the fundamental change to the Committee structure put together by the Committee Structure Working Group. It was expressed

that at present there is too much influence and power invested in Policy and resources Committee which is a small Committee and the new structure gives equanimity and distribution of power and influence more widely over larger committees.

Councillor Thompson expressed there had been a lot of work by the Working Party group. All Councillors were invited to join and contribute to the working group at the initial set up. It was minuted in October 2021 Policy & Resources to review the Committee structures and the new structure change was formalised at the December 2021 Policy & Resources meeting. It was discussed that Agendas will be structured to encourage more debate on items rather than to note items so Councillors coming to evening meetings are giving their time to make actual decisions for the Town.

Committees have been structured, some have been merged and renamed and Terms of Reference have been changed to reflect this. This will encourage a more efficient and more decision making in full Council and to attract and retain Councillors. It was mentioned that this will be a move forward to become a more efficient Town Council and to get the most out of resources and experience available.

Budgets already agreed will be moved in line with the new Committee structure.

Proposal To accept the new structure attached to Agenda in Item 9 as it stands and for this structure change to commence after the Annual Council Meeting in May 2022.

Proposed: Councillor B Massey

Seconded: Councillor D Thompson

Vote: Carried

C300 Meeting Schedule 2022-2023

This item will be deferred as it will now be changed and reviewed to reflect the new Committee structure from May 2022. This will be circulated at a later date. Committee meetings will now be changed from Wednesdays to Tuesdays.

C301 Revarnishing of the Main Hall and Multi – Purpose Room floor.

Committee to consider three quotes attached to the Agenda for removal of the tape, sanding and re-varnishing of the Main Hall and Multi-purpose Room at CMH. A budget of £6000.00 was agreed by the Policy & Resources meeting on the 20th October 2021.

Proposal To accept the tender from The Old Oak Floor Sanding Company for £4000.00. Work to be completed in both halls during a two week period of no hall hirers in April 2022.

Proposed: Councillor Shearring

Seconded: Councillor Roberts

Vote: Carried

C302 Councillor Vacancy

It was **NOTED** the current vacancy in the Chetwood Ward is being advertised and will be filled by co-option.

It was **NOTED** the current vacancy in the Elmwood Ward is being advertised for election with a deadline of 24th March 2022.

C303 Chelmsford City Council / Essex County Council update

Councillor Roberts, Chelmsford City Council:

At a City Council meeting on 23rd February 2022 a proposal to the Chelmsford City Council budget meeting to get additional Street Squa funds to improve service throughout the city area including South woodham Ferrers. This was supported by all oppositopn groups but lost the recorded vote 25/18.

At a Regulatory Committee on the 17th March 2022 an Agenda item street table licences being a requirement on public highway areas will be discussed/agreed.

Councillor Bentley, Chelmsford City Council:

At the Cabinet meeting on the 25th January 2022 Car Parking fees 2022/23 to be raised by 50p except (generally) up to 2 hours and evening/night which remain unchanged. Resident car parking permits to be reduced in price.

Housing additionality (the extra housing developers squeeze onto a site above the Local Plan figure). Our group (Chelmsford Independents) pressed the administration to up the affordable housing ask to 50% rather than 35%. Unfortunately we lost, as their priority was getting 4-bed affordable housing.

At the Full Council meeting on the 22nd February Budget - Independent Group amendment to improve services for litter, verges and hedges by increasing the number of operatives and vehicle fleet by one was defeated. Administration's budget was passed.

Community Governance Review - change in the Terms of Reference to adjust the timetable

At the Governance Committee meeting on the 9th March Community Governance Review - working through the changes (or not) to boundaries, number of councillors, wards and setting up of new parishes within the Chelmsford district.

Councillor Massey, Chelmsford City Council: Nothing to report

Councillor Massey, Essex County Council:

March 2022 Meeting - Essex County Council Report

- I have been continuing to liaise with Cllr. Lee Scott, the Cabinet Member for Highways. A new £200m Potholes fund has been announced, we're waiting to hear how the funding will be allocated and how potholes prioritised.
- One small victory was getting a particularly nasty piece of uneven footpath on Creekview Road, opposite the new tree planting, that had caused a number of accidents that resulted in ambulances being called to injured pedestrians.
- I am continuing to press for repairs to the ramp adjacent to the 'Asda' pedestrian crossing and have a further meeting planned with Cllr. Scott in the next few weeks.
- As to the Asda crossing, the recent traffic survey has confirmed that the traffic/pedestrian ratios justify a crossing, the CDPV2 value was 1.117×10^8 . The crossing is going forward to the Chelmsford Local Highways Panel, but funding remains tight. The LHP has an annual budget of £500k for projects across Chelmsford and the upgrade is likely to cost in excess of £80k.
- I have also arranged a meeting between Cllr. Scott and representatives of the parish councils on the Dengie peninsular. I have invited two Councillors from each council, to the meeting which will be held at Champions Manor Hall in early April.
- Essex County Council and the Environment Agency are still in discussions regarding the river breaches at Eyotts. The EA have affirmed that their priorities are defending life and property, I have received no further updates.
It may be that the EA representative who is attending the Annual Town Meeting might shed further light on the situation.

C304 Reports from Representatives of Outside Bodies by Lead Councillors

304.1 South Woodham Ferrers Village Hall Trust Management Committee – Councillor Humphreys noted the Jubilee event on the 2/6/22 at the Village Hall and the Town Council are donating the beacon for the event. Fireworks are at 9.15pm. The next meetings will be scheduled for 10/3/22 and 24/3/22.

304.2 South Woodham Ferrers Playing Fields Management Committee – No meetings have been held

C305 Town Mayor's Announcements

Councillor O'Brien to attend the Swimathon for the Rotary Club at SWF on 11/3/22. He will be attending any adhoc events in SWF on request.

C306 Annual Town Meeting

It was **NOTED** that the Annual Town meeting will be held on Tuesday 19th April 2022 and the guest speaker will be from the Environment Agency.

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C307 Media Release

- New Committee structure
- Annual town Meeting

C308 Next Meeting

Next meeting is to be held 3rdth May 2022.

There being no further business to discuss the Town Mayor closed the meeting at 9.59pm.

Signed
(Chairman of the Meeting)

Date: 3rd May 2022