

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the Extra Ordinary Council meeting held on
Tuesday 22nd July 2025
at 7.30pm
at Champions Manor Hall

Present:

Councillor Shearring (Chair)
Councillor Kelly (Deputy Chair)

Councillor Crosbie
Councillor Eley
Councillor O'Brien
Councillor Thompson
Councillor Massey
Councillor Ferry

Councillor Roberts
Councillor Price
Councillor Piesse
Councillor Sherlock
Councillor Wilson

In attendance: Town Clerk and two members of public.

C25-170 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillor John, Birch, Perham Lake, Barnett and Sismey

Absent: Councillor Humphrey & Councillor Bentley

C25-171 Dispensation Considerations

None received.

C25-172 Declarations of Interest

Councillor Eley declared a non-registerable interest in Agenda item 6.

C25-173 Confirmation of Minutes

The minutes of the Council meeting held on 17th June 2025 were agreed and signed as a true record of the meeting.

Proposed: Councillor Crosbie

Seconded: Councillor Kelly

Vote: All in favour

C25-174 Public Questions

A member of the public spoke in relation to Agenda item 6 replacement of the boundary fence at Champions Manor Hall.

C25-175 Boundary Fence at Champions Manor Hall

Proposal: The Town Council approves funding up to £1500.00 for the purchase of materials required to construct a new boundary fence on Town Council owned land. (Title number 525162). The adjoining neighbour will undertake the installation of the fence at no cost to the Council.

Proposed: Councillor Thompson

Seconded: Councillor Sherlock

3 Abstain

Vote: Carried

7.45pm two members of public left the meeting.

C25-176 The Fen

Council considered the replacement of two bridges on the Fen.

Proposal: To accept Quotation C from Fen Contracts for a total price £3,121.60. This quotation is for skilled NPTC certified operatives to undertake the full removal of the existing timber bridge and replace with a new structure.

Proposed: Councillor Thompson

Seconded: Councillor Wilson

1 Abstain

Vote: Carried

Town Clerk awaiting two quotes for the smaller duckboard bridge to be considered at the Planning & Environment meeting on the 29th. July 2025.

C25-177 SWF Town Sign

Council received an update from the Town Clerk regarding the current condition of the Town Sign at Millenium Place.

Proposal: To accept Quote A from LMC Carpentry to remove existing lights and existing post and dispose. Supply and fitting of new green oak post as existing (please note this will split over time but this is a natural process). Supply and fitting of two LED low wattage flood lamps to existing electrical supply. Re fit existing sign to top of post. Total £1800.00 excluding VAT.

Proposed: Councillor Massey

Seconded: Councillor O'Brien

Vote: All in Favour

C25-178 Reports from Committees are attached to the agenda.

The following reports were **NOTED**.

C25-178-1 Planning & Environment Committee

To note that a meeting was held on 24th June 2025.

C25-178-2 Events, Community & Leisure Committee

To note that a meeting was held on 15th July 2025.

C25-178-3 Finance & Projects Committee

To note no meetings have been held since 3rd June 2025.

C25-178-4 Staffing Committee

To note no meetings have been held.

C25-179 Tender Notifications

Proposal: All companies that submitted tenders via the Government Contract Finder website for the proposed extension at Champions Manor Hall be formally notified that the project will not be proceeding.

Proposed: Councillor O'Brien

Seconded: Councillor Kelly

Vote: All in Favour

The Town Council expressed its appreciation for their interest and time taken to submit a tender.

C25-180 Elections of members to Committees for 25/26

Proposal: To agree Councillors Eley and O'Brien join the Events Community & Leisure committee for 25/26.

Proposed: Councillor Massey

Seconded: Councillor Crosbie

Vote: All in Favour

C25-181 Review of Policies

Proposal: To accept the Bandstand Hire Policy and Terms & Conditions with agreed changes to the Hire Fee and Power sections recommended by the Events Community & Leisure committee on the 15th of July 2025.

Proposed: Councillor Crosbie

Seconded: Councillor Eley

Vote: All in Favour

C25-182 Representative on Outside Bodies

Town Mayor Councillor Alan Shearring gave an update, due to the apology for absence of Councillor Barnett, regarding the recent CALC meeting on the 18th of June 2025.

Proposal: All councillors to send responses to questions raised by Councillor Barnett, by email to the Town Clerk who will collate the information for consideration by Council on 21st October 2025.

Proposed: Councillor Sherlock

Seconded: Councillor O'Brien

Vote: All in Favour

ECC Transport Parish/Town Council meeting on the 04th of June 2025.

Councillor Sherlock updated:

I am in regular contact with Essex County Council Transport unit through my attendance to the Chelmsford & Braintree Bus Group in my role as Cabinet Deputy for Sustainable Transport at CCC. Due to a diary clash I was not able to attend this meeting. We have been supplied with all the slides and information which you have attached along with tonight's agenda.

Our last application by SWFTC- for a Love your Bus Grant was not successful. The next step is to get ready for a new application for the 2025/2026 – Love your Bus Grant. After the 04th of September 2025 the office can book a session to be helped in person through the process. I am also happy to attend.

**C25-183 Chelmsford City Council / Essex County Council
Chelmsford City Council**

Councillor O'Brien updated – A recent Policy Board meeting has deferred the Local Plan 6-18 months behind schedule due to legitimate reasons. A12 road works have been cancelled so expecting a decision at full Council after October 2025, awaiting the local plan.

Councillor Eley Updated – Social Place in Compass Gardens, school children have made designs and Chelmsford City Council consider these with funding allocation and expecting an update in September/October 2025.

Councillor Sherlock Updated - CCC Transport Poverty Workshop – 09th July 2025.

The Workshop was well attended, and Peter Blackman attended to speak for South Woodham Ferrers.

Transport Poverty is a term for highlighting those people who do not have access to transport and cannot get around, limiting their life choices, excluding them from what the rest of us find easy to do. When it comes to medical appointments this is also a big problem for people in Transport poverty to find a way to get to the doctors or the hospital.

The event was about identify all the different examples we could think of for people in need, and finding solutions that could work, encourage cross agency working and identify any funding that if available that could support a range of schemes.

We also thought about existing up and running solutions asking could these be tweaked to be better. I will attend future meetings, and I hope good things come out of the networking and idea sharing.

Councillor Massey – No update to report.

Essex County Council

Council Massey Updated – Highways

On Friday evening – July 18th - Essex Highways made safe the damage to the footpath caused by the Anglian Water tankers on Inchbonnie Road adjacent to the washlands. Full repairs will be scheduled for next month when I have my next highways team 'slot.'

The footpath between Gandalfs Ride – behind Chetwood School – and Chamberlains Ride has reopened after significant reconstruction.

Local Government Reorganisation

After much discussion, Essex County Council will be proposing Scenario 3.4 to the Ministry of Housing, Communities and Local Government on 26 September.

Scenario 3.4 would see three Unitary Authorities, North, Mid, and South, with the Mid-Essex Unitary comprising Brentwood, Chelmsford, Epping Forest, Harlow, and Maldon.

Scenario 3.4



Many existing local authorities prefer a five unitary option, which would see Brentwood, Chelmsford and Maldon form a Unitary Authority, however to five unitary option is seen as the most expensive option going forward.

Scenario 5.2



The decision will be made later in the year by HM Government.

C25-184 Town Mayor's Announcements

A list of recent events attended by the Town Mayor attached to the agenda was **NOTED**. This is also on the Town Council website on the Town Mayor's Page.

The Town Mayor expressed appreciation to Councillor Crosbie for his time and dedication in supporting the Summer 80's event and extended thanks to the Town Council staff for their efforts in organising the event.

C25-185 Media Release

No media release.

C25-186 Next Meeting

The next Council meeting will be held on 21st October 2025 7.30pm.

There being no further business to discuss the Town Mayor closed the meeting at 8.40pm.

Signed
(Chair of the Meeting)

Date: 21st October 2025