

SOUTH WOODHAM FERRERS TOWN COUNCIL

MINUTES of the online Council meeting held on Tuesday 16th June 2020 at 8.00pm

Present:

Councillor Massey (Town Mayor in the Chair)

Councillor Lobar	Councillor O'Brien
Councillor Birch	Councillor Miller
Councillor Kelly	Councillor Roberts
Councillor Eley	Councillor Shearring
Councillor Bentley	Councillor Crosbie
Councillor Humphrey	Councillor Burman
Councillor John	Councillor Thompson

In attendance: Town Clerk Assistant, Jon Herbert Troy Planning, Councillor applicant and a member of the South Woodham Ferrers Health & Social Care Group.

C127 Apologies for Absence

Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillors Ferry and Wyatt.

C128 Dispensation Considerations

None received.

C129 Declarations of Interest

No declarations of interest received.

C130 Confirmation of Minutes

The minutes of the meeting held on 12th May 2020 were agreed and signed as a true record of the meeting.

Proposed: Councillor Massey

Seconded: Councillor O'Brien

Vote: **Carried**

Councillor Hammond joined the meeting.

C131 Public Questions

No questions raised from members of the public.

C132 Casual Vacancies

132.1 Collingwood Ward Vacancies

An application by Darren Thompson for a vacancy as a co-opted Councillor in the Collingwood Ward was received and proposed for acceptance.

Proposed: Councillor Massey

Seconded: Councillor O'Brien

Vote: **Carried**

The Town Clerk joined the meeting.

C133 Election of Co-opted member to Council Committees / Sub-Committees and Working Parties for 2019/2020

C133.1 Environment and Open Spaces Committee

C133.2 Leisure and Community Committee

C133.3 Planning Committee

C133.4 Neighbourhood Plan Committee

C133.5 Masterplan Committee

C133.6 Community Resilience Team

Councillor Thompson chose to attend future meetings with the aim of choosing specific committees at the September Council meeting.

C134 Reports from Committee and Working Party Chairmen

C134.1 Environment and Open Spaces Committee

No meeting has been held since the last Council meeting.

C134.2 Leisure and Community Committee

Councillor Crosbie gave the update that a meeting was held on 26th May whereby it was acknowledged that:

V.E. day celebrations would not take place; cream teas were however delivered to the elderly residents aiming to attend the event at Champions Manor Hall.

V.J. day celebration will be dependant upon Corona Virus circumstances and government regulations at the time.

Facebook Live events have been planned.

Decision regarding the Christmas Fayre will be made at the July Leisure Meeting.

The Men's Shed organisation is presently being considered to use the uniformed youth area.

C134.3 Planning Committee

Councillor Roberts gave the update that a planning meeting was held on 26th May where there were no planning applications however the proposed Bradwell B stage one consultation was discussed which have had two online meetings for the formation a response.

C134.4 Policy and Resources Committee

Councillor Massey gave the update that a meeting was held on 9th June whereby Champions Manor Hall monthly income is down by approximately £7,500 per month.

Two members of staff have been furloughed.

The next Policy & Resources meeting will be delayed from 14th June until 21st June to allow the consideration of government announces that are due to be made.

C134.5 Masterplan Committee

Councillor O'Brien informed Council that no meeting has taken place however the Masterplan is due imminently with a copy being delivered to residents. The next Masterplan meeting is due on 26th June.

C134.6 Neighbourhood Plan

Councillor O'Brien gave an update that a meeting was held on 2nd June.

C135 Annual Report from the Health and Social Care Group

A member of the health and social care group gave an update informing members that there have been online meetings with the encouragement that social distancing is maintained during the Covid-19 pandemic, the group is providing much needed prescription deliveries to those shielding.

C136 Neighbourhood Plan

C136.1 The Town Council's consultant Jon Herbert from Troy Planning took and answered questions regarding the Neighbourhood Planning submissions in particular with deprioritising garage facilities. The proposal that we take recommendation from the Town Council's professional consultant with a proviso that we deprioritise garage facilities with preference given to space to park.

Proposed: Councillor O'Brien

Seconded: Councillor Roberts

Vote: **Carried**

C136.2 A proposal to remove "Play Streets" section from the Neighbourhood Plan.

Proposed: Councillor O'Brien

Seconded: Councillor Birch

Vote: **Rejected**

C136.3 A proposal to remove "Car Free Zones" from Neighbourhood Plan.

Proposed: Councillor O'Brien

Seconded: Councillor Birch

Vote: **Rejected**

C136.4 To accept other changes advised by consultant including reviewing shop vacancy figures on a regular basis, planning terminology input into glossary, street design for all ages with traffic control, including home zone areas.

Proposed: Councillor O'Brien

Seconded: Councillor Bentley

Vote: **Carried**

C136.5 **Accepts Neighbourhood Plan with the changes for submission to Chelmsford City Council.**

Proposed: Councillor O'Brien

Seconded: Councillor Eley

Vote: **Carried**

C137 Internal Audit

The internal audit was completed on 8th June with the report being noted.

C138 Annual Governance Statement

C138.1 **Section 1 of the Annual Return of the Annual Governance Statement**

Proposed that the 2019/2020 return as recommended by the Policy and Resources Committee be approved.

Proposed: Councillor Roberts

Seconded: Councillor John

Vote: **Carried**

C138.2 **Annual Return**

Proposed that the Annual Return be approved and signed remotely due to present social distancing measures by the Chairman and Town Clerk.

Proposed: Councillor John

Seconded: Councillor O'Brien

Vote: **Carried**

C138.3 **Income, Expenditure and Balance Sheet for the Financial Year 2019/2020**

Proposed to approve.

Proposal: Councillor O'Brien

Seconded: Councillor John

Vote: **Carried**

C138.4 Section 2 of the Accounting Statement 2019/2020

Proposed to approve the accounting statement as attached with the agenda and recommended for approval at the Policy and Resources committee meeting on 9th June.

Proposal: Councillor John

Seconded: Councillor Crosbie

Vote: Carried

C138.5 Annual Governance Statement

Proposed to approve and be signed by the Chairman and Town Clerk remotely in line with social distancing measures.

Proposal: Councillor John

Seconded: Councillor O'Brien

Vote: Carried

C138.6 Public Rights

It was noted that there is not a common period for the exercise of public rights due to the Covid-19 situation.

C139 Reports from Representatives of Outside Bodies by Lead Councillors

C139.1 South Woodham Ferrers Village Hall Trust Management Committee by Councillor Roberts

C139.2 South Woodham Ferrers Playing Fields Management Committee by Councillor Hammond who informed us that there had been no meetings and offered his resignation which was accepted.

C139.3 Health and Social Care Group a representative gave a report (please see point 135).

C140 Town Mayor's Announcements and City and County Councillor Reports

Due to the Covid-19 pandemic there were no events to report.

Councillor Roberts reported that Chelmsford City Council agreed the Local Plan at the end of May and agreed their response to Bradwell B Stage 1 consultation.

Councillor Bentley reported that Chelmsford City's Waterways Working Party who will endeavour to ensure that the River Crouch is considered.

Councillor Massey reported that Chelmsford City Council are considering their finances and will be unable to fund South Woodham Ferrers Christmas tree this year however we may use them to source a Christmas Tree for South Woodham Ferrers at a cost of £3000.

Councillor John reported that Chelmsford City's Regulatory Board met who considered taxi drivers' licences.

Councillor Massey reported from Essex County Council that Highways were due to fund the resurfacing of the B132 and Hamberts Road Industrial Estate and are due to consider the worst potholes in South Woodham Ferrers for repairing. Replacement Bollards have been ordered for Trinity Square. Essex County Council have confirmed that they will support the Shed Company within South Woodham Ferrers with funding of £10,000.

C141 Media Release

Welcoming Councillor Thompson.

Neighbourhood Plan details.

Social Events such as South Woodham Ferrers Town Council Facebook Live.

Councillor vacancies.

There being no further business to discuss the Town Mayor closed the meeting at 9.31pm.

Signed
(Chairman of the Meeting)

Date: 8th September 2020