

Fordham Parish Council
Minutes of Parish Council meeting
Held at Village Hall, Fordham, Colchester, Essex
7.30 pm on 26th November 2019

Present: Cllr N Head-Jenner (NHJ) – Chairman
Cllrs N Durlacher (ND) Deputy Chairman, S Pallent (SP), C Alexander (CA)
R Gregory (RG), G Branagh (GB), R Turner (RT) and L Pfander (LP)

Also in attendance: K Cameron (KC) – Clerk
And 3 members of the public

19-20/103 Those present and apologies for absence

Apologies were received from Cllr N Chapman, Colchester Borough Council
Resolved. That the Council received apologies

19-20/104 To receive any declarations of interest from councillors

Resolved. That no declarations of interest were received

19-20/105 Minutes of the meeting held on 29th October, 2019

Resolved. That the minutes of Full Council Meeting were accepted as a true record

19-20/106 Public question time

The meeting may be temporarily suspended for up to fifteen minutes if members of the public wish to comment on agenda items or items of interest or concern to the parish
There were no questions asked by members of the public

19-20/107 Receive report from County and Borough Councillors if in attendance

There were no Councillors in attendance at the meeting

19-20/108 Traffic Calming

Cllr Gregory noted that he and Cllr Branagh have met and agreed to develop an action plan for traffic calming.

Several actions have already taken place:

- A review of previous traffic calming LHP
- Received FOI from the police with regards to RTCs
- Met with the primary school and spoken to the school crossing patrol

Future actions include:

- The Clerk to review previous minutes when residents have raised traffic issues in the last two years
- Review information from the speed watch team
- Place an advert in the Fordham Times inviting residents report incidents to the PC via Councillor emails or the Clerk
- Place the above request on the website and facebook
- Arrange a vehicle speed check with Highways

The Chairman thanked Cllrs Gregory and Branagh for their hard work and efforts.

Resolved. That the above report was received from Cllrs Gregory and Branagh

19-20/109 Survey of Trees

The Clerk noted that the Trees on Parish Council land need to be surveyed. Members of the Council requested confirmation of what trees are owned by the PC before quotes obtained and a survey conducted.

Resolved. That confirmation of trees owned by the Parish Council is obtained and once confirmed quotes for a survey are obtained.

- 19-20/110 Christmas Lights**
The Switch-on will take place on Sunday 1st December 2019 at 5pm with light refreshments and Carol singing. The Chairman noted that when the lights were tested they were not fit for purpose and new lights have been ordered. Councillors were advised that the units cost £174.95 to replace. It was recommended that the new lights be removed from the trees at the end of January and stored for future years. The Chairman noted and thanked the Village Hall Committee for coordinating Christmas Carol singing at the event.
Resolved. To note the above information for the Christmas Lights evening on Sunday 1st December 2019
- 19-20/111 To receive Finance reports as of 15th November, 2019**
Resolved. That the reports be received and approved
- 19-20/112 Expenditure**
- 112.1 Councillor training fees**
Resolved. That Councillor training has been booked for Tuesday 28th January 2020 at a cost of £300 plus mileage
- 112.2 Christmas Tree Lights**
New Christmas tree lights have been purchased due to deterioration of the lights from 2018.
Resolved. That Christmas tree lights have been purchased for the Village Green trees at a cost of £174.95
- 112.3 Councillor emails**
An additional 5 .gov email addresses have been purchased.
Resolved. That Councillor email addresses have been purchased for Councillors at a cost of £18.00 for 3 months.
- 112.4 Baby Swings additional fixings**
The Chairman noted that upon fixing the new baby swing seats, the chains are not suitable for the new style seat and additional fixings are required and have been purchased.
Resolved. That the additional fixings for baby swings have been purchased at the expense of £158.86 plus VAT
- 112.5 Bins Maintenance Contract**
A contract has been received from Colchester Borough Council to empty 3 bins and 2 dog bins. The Clerk is requesting who should be emptying the bin at Rams Farm and noted that there could be an increase in 2020-21 if the bin in Rams Farm Road is owned by the Parish Council.
Resolved. That fees of £1,143.80 for bins to be emptied for 2019-20 were agreed.
- 112.6 Invoice for Payment – Appendix A**
Resolved. That the invoices listed in appendix A were approved – total expenditure: £1,021.05
- 112.7 Invoice for Payment – Appendix B**
Resolved. That invoices listed in appendix B – total further expenditure, submitted after 20th November 2019 of **£85.00** were approved. Total expenditure for November 2019: **£1,106.05**

Payable	Purpose	Amount
ID mobile	Mobile Phone <i>Oct Fees</i>	£13.60
Amazon	Christmas Lights	£174.95
Aveoch	Email addresses	£18.00
J&M Payroll Services	Payroll Fees - <i>October Fees</i>	£30.00
J&M Payroll Services	October Payroll - <i>Including HMRC/NI/Pension</i>	£771.45
K Cameron	Travel to training - Mileage	£13.05
Chris Cousins	Playgrounds checks- <i>Oct Fees</i>	£85.00
TOTAL BILL PAYMENT EXPENDITURE		£1,106.05

19-20/113 To discuss any planning applications received between 20th – 26th November 2019
Resolved. That no planning applications were received

19-20/114 To note planning Decision

192546	3 Lucas Avenue, Fordham Colchester CO6 3NG	Erection of a garden shed of timber construction and dimensions of 3m x 5.95m. Height is 2.7m. The location is in the back garden approx 0. 5m away from fenced boundaries. The base is a concrete pad and the shed will be used for general storage and workshop	Approve Conditional
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19-20/115 To receive Health and Safety Checks for playground

- To note reports for w/c 2nd to 30th October 2019

The reports were received.

- It was noted that swings have been received from the supplier but require further fixings, which have been ordered. Once received, the swings will be installed.
- Following investigation, a quote has been received for the cracked overhead rings and it was agreed that three will be replaced and an order be placed with Sutcliffe Play.

Resolved. That the reports were received and approved. An order for three rings to be replaced will be made as a matter of urgency.

19-20/116 To receive Councillors reports

Cllr Pallent noted

- Her thanks for arranging for the grass verges to be cut on Lucas Avenue

Cllr Durlacher noted

- That there appears to be lots of maintenance on the Woodland Trust, making it more accessible and would like to offer his thanks to the trust

Cllr Pfander noted

- That it has been suggested that the notice board be moved to somewhere more accessible and suggested the Village green

Cllr Gregory noted

- That signage needs to be updated in the village i.e. noticeboard, signs on the emergency gate and in the park
- The Bus shelter needs attention and would like to add this to the next agenda

Cllrs Branagh, Alexander and Turner have nothing to report

Cllr Head-Jenner noted

- That keys have been passed to the Clerk to be held as master keys
- The memorial clock did not work on remembrance despite working the previous day

19-20/117 To receive Clerks report
Information

- Land outside the **village hall** is owned by the village hall. The PC just own the bus shelter
- Confirmation has been received from The Housing Association that they will be treating the **Japanese Knotweed** by the side of the village hall asap
- Grasscutting at Lucas Ave nos 15&17 has now been completed.

Finance

- Confirmation has been received that ECC will continue to pay towards the upkeep of the verges in Lucas Avenue at a cost of £245.64 pa – I have invoiced for the last two years total due: **£491.28**

Facebook

- Has been created, please like and share the page – Fordham Parish Council Essex

Bins

- Investigations show that CBC only currently empty 2 dog bins on the rec and 3 litter bins. Rams Farm has never been on the schedule.
- A contract billing structure for 2019/20 with an annual cost of £1143.80 has been received
- Thank you to Cllr Chapman for his assistance with the matter

VE75

- The Village Hall have decided to do a 40's dance on the Saturday of VE bank holiday
- The History Club are organising a Vintage Tea on the Sunday afternoon.

Training

- SLCC training conference where discussed employment Law, Insurance, Policing, Isolation and Dementia

Website

- I am currently having difficulties uploading pdf's onto the website which means the last two magazines have not been placed on there. I am working with Avecoh to rectify as soon as possible.
- A mock up website has been created and sent to the provider for costing and design

Highways - Lucas Avenue

- Cllr Anne Brown is working hard with Highways to provide a solution for Lucas Avenue. It has been escalated to Cllr Kevin Bentley which is great news

Email addresses

- Have been set up and details will be sent to each Councillor with password set up details

Footpaths update

- Reported defects on footpaths 3 and 18 have been scheduled for repair

Planning

A notification of an enforcement appeal has been received for Wash Brook Stud, Wash Farm. The matter will be discussed in more detail at the next meeting

19-20/118 Items for next meeting on 14th January, 2019

To agree any further items for 14th January agenda

- Notice of enforcement appeal
- Bus Shelter
- Trees Survey

Apologies received from Cllr Turner

19-20/119 To receive Chairman's resignation

The Chairman tendered his resignation as Chairman and from the Council as he is moving out of the village the following week. Members of the Council noted their thanks for leading the Council through difficult times and leaving the council in a better place. Cllr Gregory thanked Councillor Head-Jenner on behalf of residents and the Council for all his hard work and dedication over the last 7 years. It was agreed that Cllr Durlacher will chair the next meeting on the 10th December, 2019 where Councillors will discuss in more detail a new Chairman.

Resolved. That Cllr Head-Jenner's resignation was accepted

19-20/120 Exclusion of the press and public

TO RESOLVE that under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest.

19-20/121 Staffing

Resolved. That the confidential minutes from September 2019 were approved.

19-20/122 Public Domain

To consider whether any item discussed in Private Session could be moved into the Public Domain

Resolved. That the minutes will not be made available in the public domain.

There being no further business, the meeting closed at 21.06