



Fordham Parish Council Meeting

M I N U T E S

Tuesday 27th October 2020 at 7.30pm (via Zoom)

Those present

Councillors: G Branagh (Chairman), N Durlacher (Deputy Chairman), C Alexander, L Pfander and R Turner

Also In Attendance: Cllr Nigel Chapman

K Cameron (Clerk)

4 members of public were present

20-21/90 Those present and apologies for absence

The Chairman welcomed Councillors and members of the public to the meeting.

Resolved. that apologies for absence were received from Cllr R Gregory and S Pallent.

20-21/91 To receive any declarations of interests from Councillors

Resolved. that there were no declarations of interest from Councillors received

20-21/92 Minutes of the Parish Council meeting Tuesday 29th September 2020

Resolved. that the minutes of the full council meeting were accepted as a true record and approved.

20-21/93 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 of items of interest of concern to the Parish

Residents present did not raise any concerns to the Council.

20-21/94 Received report from County and Borough Councillors if in attendance

Cllr Nigel Chapman noted:

- That the Borough council is continuing to deal with the COVID crisis.
- That budget figures for next year have not yet been approved and whilst it is hoped to acquire assistance from the Government there is potential that there will be financial increased filtered to the Parishes and Services might be affected due to the several million pounds deficit.
- assistance continues to be requested for rural areas to obtain access to the Town Centre, especially by bike

Cllr G Branagh asked what services could be filtered to the Parish Councils and what the cost implications would be. Cllr N Chapman noted that an indication could be available end December, charged services might increase but the impact to the Parishes will not be immediate.

20-21/95 Planning

There were no planning applications received as of 20th September 2020

95.1 To discuss any planning applications received between 20th to 27th October 2020

Resolved. that there were no planning applications received up to 27th October 2020

95.2 To note planning decisions received

The planning decisions listed below were noted.

Application No	Decision	Address	Description
201644	Approve Conditional	Flint Farm, Ponders Road, Fordham Colchester CO6 3LN	Retention of the existing mobile home as temporary residential accommodation.

20-21/96 Remembrance Sunday

The Chairman noted that he has been in conversation with the Vicar who has confirmed The Church will co-ordinate the ceremony but there will be no organised walk from the church to the memorial. Instead a Prayer will be read, and a wreath will be laid by one representative from the Parish Council and Local History Society. The Church have noted that there will be a warden on site to ensure any residents in attendance are social distancing and keeping safe. The Parish Councillors agreed unanimously to adhere to the Government advice and encourage residents pay their respects at home. A notice will be issued and posted on the website and Facebook pages.

20-21/97 Fairfield's update

Cllr N Durlacher noted that a meeting took place on the 20th October with Wormingford Parish Council Chairman, Robert Strathern from Fairfield's and himself. Three points were addressed

- The odours from the chip frying has improved in Wormingford due to machinery upgrades and therefore do not pose a problem like they once did.
- With regards to movements outside of the restrictions (i.e. not from Saturday afternoon, Sunday and Bank Holiday Monday's) Fairfield's are adhering to the rules. The restrictions relates to the activity of chip making and Fairfield's maintain they are adhering to the rules.
- What arrangements could be made for movements to be during less anti-social hours. It was agreed at the meeting to meet again in May/June 2021 to see what could be done to avoid moving potato products at evenings and weekends if possible.

The Chairman thanked Cllr N Durlacher for his update and asked members if they had any suggestions to mitigate the impact it is having on residents. It was suggested that introducing a 20mph limit through the village would assist with the noise created by the cargo. Cllr Nigel Chapman noted that planning permission is not required for agricultural farmers, so they can move their crops as they please.

Resolved. that the Chairman will arrange a meeting with Cllr Anne Brown to see if there are avenues that could be explored and to discuss reducing the speed limit through the village.

20-21/98 Speedwatch signage

Members were advised that the Traffic Management Team are unable to assist with the proposed Speedwatch signage. The Clerk has submitted an LHP application on behalf of the Parish Council and Speedwatch team following the full support given by Cllr Anne Brown, who will attend the Local Highways Panel meeting on 1st December 2020.

Cllr R Turner left the meeting at 8pm

20-21/99 Bus Shelter

Members were advised that works to the Bus Shelter have been completed and offered thanks to Beevis and Cook for the refresh and replacing the timbers.

Members discussed opportunities to continue the much-loved community book swap in the bus shelter now the works have been completed. The proposal of installing a shelving unit would mean losing a corner seat and an initial quote has been received for in the region of £700. Members discussed that further seating would be required and reminded that a noticeboard will be placed on the back wall. It was also agreed that it would be necessary for someone to champion the venture, ensuring books are rotated regularly and that they do not overspill from the shelves. Members were advised that there were grant opportunities to fund the project.

Resolved. that Councillors were in agreement to utilise the space to create a community book swap and that further quotes will be sought for shelving and seating and reported at the next meeting.

20-21/100 Funding opportunities

Members were advised there are opportunities to apply for funding from the Locality Budget, Micro CIF Grant and Safer Communities grant. Items that will be costed and proposed for funding for the Shared venture Notice board and Shelving/Seating in the Bus Shelter

Resolved. that the Council will review project proposals at the December finance meeting.

20-21/101 Review of policies

101.1 Co-Option Policy

101.2 Website Privacy Policy

101.3 Retention of Documents Policy

Resolved. that the Co-option, Website and Retention of Documents policies were adopted and will be reviewed in 3 years – October 2023.

20-21/102 Christmas Tree

Members discussed the proposal to position a Christmas Tree on the Village Green for 2020. Chris Cousins and his son have offered to install ensuring Health and Safety is the main priority and will do this at no cost to the Parish Council. They will also remove and backfill the hole in the new year. Members agreed to the proposal and considerations will be made as to how to lift and light the tree.

Resolved. that a 15ft Christmas Tree will be purchased, the Clerk prepare a Risk Assessment and to instruct Chris Cousins to complete the work.

20-21/103 Action plan updates

New items to note

- Playground working party
 - councillors were asked if they were able to complete any tasks individually given that a working party would not be COVID safe at this time.
- Finance projects
 - To be submitted for consideration at the budget meeting in December
- Section 106 plans
 - have been submitted to CBC for the Rams Farm Development (if approved)
- Precept planning for December
 - to prepare comparisons for 5/10/15% increases
- Assets of Community Value
 - Cllr C Alexander will work with the Clerk to complete

Resolved. that the items listed above were noted.

20-21/104 Councillor Vacancies

Members were advised that Cllr R Gregory has resigned from the Parish Council with immediate effect. Colchester Borough Council have been informed and have prepared a notice of vacancy which will be circulated and advertised. The Chairman and Councillors thanked Cllr R Gregory for all his work over the years and noted that he has been an active Councillor who will be greatly missed.

It was noted that there are three vacancies on the Council and members were asked to assist with advertising these roles.

Resolved. that the Council will advertise the vacancies.

20-21/105 To receive finance reports as of 17th October 2020

Resolved. that the finance reports as of 17th October 2020 were noted

20-21/106 Expenditure

Resolved. that all invoices, total expenditure £4800.58 be approved.

106.1 Invoices for Payment

Resolved. that payments listed in appendix A – total expenditure **£3,859.18** be approved.

Invoice no	Payable	Purpose	Amount (* VAT)
46777715	Zoom	Virtual meetings	£14.39*
1147779002	Three mobile *	Mobile phone	£8.00
---	J&M Payroll Services	October Payroll <i>Including HMRC/Ni/Pension</i>	£1,106.79
28952	J&M Payroll Services	September Payroll Fees	£30.00*
1192	DA Page Landscapes	Grasscutting July to Sept	£2,700.00*

106.2 Invoices for payment received between 20th to 27th October 2020

Resolved. that payments listed in appendix B – total expenditure **£941.40** be approved.

Invoice no	Payable	Purpose	Amount (* VAT)
20	Chris Cousins	H&S checks 26/9; 7/10; 14/10; 21/10	£80.00
21	Chris Cousins	Various maintenance Playground Supply & fit 5 posts to fence Supply & fit 10 slats to fence Supply & fit 1 bench slat Replace 7 hanging rings Clear area free from glass To reset Tommy Figure	£605 £400 £10 £65 £50 £10 £70
2020584	Dave Bodle	Maintain shrub beds Lucas Avenue	£200
227229	Landscape Centre	Ornamental Bark	£56.40*

20-21/107 Playground Health and Safety

The Clerk noted that works to the Fence, Bench and hanging rings have been completed

107.1 To receive Health and Safety checks for playground

Weekly reports received

w/c 21st and 28th September 2020

w/c 5th and 12th October 2020

Resolved. that there were no faults reported in the reports listed above.

107.2 To appoint a Health and Safety officer for playground checks

Resolved. that Cllr Lou Pfander be appointed Health and Safety Officer.

20-21/108 To receive Councillors reports

Cllr L Pfander noted that residents have expressed concerns about anti-social behaviour from the local care home and mechanics. *It was noted that the Clerk will forward contact details for the authorities that residents should raise their concerns to.*

Cllr C Alexander noted that she will be speaking with the Footpaths Liaison officer from Highways to discuss the best way forward to report defects on the Fordham footpaths.

Cllr G Branagh noted that the time on the memorial clock was changed for winter hours and daily checks have confirmed it is still working. He noted that the metal hinge and wooden surround will need some maintenance in the near future and that the gentleman who completed the works has offered to replace the battery in the New Year when the clocks spring forward.

Cllr G Branagh noted that there are 16 volunteers in place to support the Emergency plan as we move forward into COVID Tier 2 and the potential of Tier 3 full lockdown.

20-21/109 To receive Clerk's report

- The Basketball back board and boards for the multi-play have been ordered and will be installed w/c 7th December.
- The beds at Lucas avenue have had their last weeding and bark has been laid for the winter.
- The LHP application has been submitted for discussion on 1st December at the LHP meeting.
- An application for Asset of Community Value have been prepared for the Three Horseshoes and War Memorial and will be circulated and submitted.
- Training has been arranged for EALC Health and Safety module – this will cover risk assessments
- The Planning training is scheduled for Monday 9th November 6-7.30pm
- Grant applications have been received from the Church and Local History Society for discussion in December

20-21/110 Items for next meeting

- Fordham parish Magazine
- Village Notice board

Resolved. that the items listed above will be discussed at the November Parish Council on **Tuesday 24th November 2020**

Councillors were reminded that the Colchester Borough Council Planning Training will take place on Monday 9th December from 6-7.30pm and were asked to confirm their attendance to the Clerk no later than one week before the meeting.

There being no further business the meeting closed at 20.39