



Fordham Parish Council Meeting

M I N U T E S

Tuesday 24th November 2020 at 7.30pm (via Zoom)

Those present

Councillors: G Branagh (Chairman), N Durlacher (Deputy Chairman), A Alexander, S Pallent and R Turner

Also In Attendance: K Cameron (Clerk)

11 members of public were present

20-21/111 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 Cllrs Nigel Chapman and L Pfander.

20-21/112 To receive any declarations of interests from Councillors

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

20-21/113 Minutes of the Parish Council meeting Tuesday 27th October 2020

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

20-21/114 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

A resident noted that he has circulated a report to the Parish Council with information and recommendations for the ongoing situation with Fairfields Farm. He noted that he would like to be involved with the liaison meetings and would like some feedback from the meetings and actions agreed at the recent meeting. The Chairman thanked the resident for the report and noted that the traffic calming issues would be discussed in more detail at agenda item 20-21/120.

A resident noted that a wooden bridge that has been reported to Woodlands Trust is in very bad repair and asked the Council to report again for immediate action.

A resident and Business owner noted that he is in conversations with Highways with regards to blocked drains, flooding and footpath that has been out of action for nearly four years. The resident asked for support from the Parish Council with the above matters and the Chairman assured the resident that the Parish Council has been included in the communications with Cllr Anne Brown and the Clerk at Aldham regarding these matters.

A member of the Speedwatch team noted that following an incident the previous week at the school, the Speedwatch team have assisted with Road Safety at school opening times and managed to have an impact on reducing the speed of passing traffic by wearing their high visibility jackets. The Chairman and Headteacher thanked the Speedwatch team for their swift action.

The Headteacher of Fordham Primary School informed members of the Council that the school has had a number issues with regards to pupils and parents crossing the road and that she is in discussions with Essex County Council to find a replacement Crossing Patrol Officer. She noted that it is proving difficult to move forward and Members of the Council were asked for their support with this issue. The Chairman thanked the Headteacher for highlighting the issues and noted that this would be discussed in more detail at agenda item 20-21/120.

The Chairman noted that it was nice to see new faces at the meeting and welcomed members of the public who have expressed interest with the Parish Council Vacancies.

20-21/115 Received report from County and Borough Councillors if in attendance

There were no representatives from the County or Borough Council in attendance.

20-21/116 Planning

There were no planning applications received as of 17th November 2020.

116.1 To discuss any planning applications received between 18th to 24th November 2020

Resolved. that there were no planning applications received up to 24th November 2020.

20-21/117 Fordham Times

Members were provided with an update on the advice given from the advisory bodies EALC, NALC and SLCC with regards to a conflict of interest with having sponsorship for the village magazine and noted that the Council are not permitted to sell advertising space for a magazine that they fund.

Councillors present all agreed that the magazine is an important feature the Parish Council provides and that they will continue to produce a magazine without sponsorship. As a result of this it will be necessary to reduce the number of editions to 6 per year. A Terms of Reference will be prepared.

Resolved. That the village magazine will be produced for residents and distributed 6 times per year.

20-21/118 Notice Board

The Clerk noted that quotes have been received for a new notice board ranging from £900 to £1500. The Noticeboard will be used by the Village Hall, Church and Parish Council and all parties agreed to pay a third of the costs up to a maximum of £300 each.

Resolved. That the noticeboard will be purchased from Acorn, total cost £900 and each organisation will pay £300 each.

20-21/119 Christmas Tree Lights

Members were advised that lights for the Christmas tree on the green will in the region of £200 and agreed to fund the additional cost.

Resolved. That a budget of £200 for Christmas trees lights be approved.

20-21/120 Traffic Calming Measures

The Chairman provided an update to members:

- Meeting with Councillor Anne Brown

A meeting took place on 13th November via zoom to discuss Fairfield's and other traffic issues in the village. There were a number of issues raised including:

- the quantity of agricultural traffic moving through the village,
- that deliveries are accepted throughout the day and night,
- movements are not restricted and are often during antisocial hours,
- the harvest is intense from May to October,
- the Roads are being ruined and
- there seems to be a lack of concern for residents.

The Chairman stressed to Cllr Anne Brown that Community Safety is priority for the Parish Council. Moving forward it was agreed that:

- Parish Council will speak with a number of residents who wish to champion the initiative alongside the Council and obtain the number of Movements will be gathered
- A member will look at the condition of Ford Street 'triangle' to see if there is damage
- A meeting will be arranged once the above information has been collected

- Speedwatch LHP

A resident from the Speedwatch team has been successful with gaining support from the Local MP, Sir Bernard Jenkins who will contact the LHP directly to issue his support and encourage the LHP to support the request. Jane Gardener, Deputy Fire Police and Crime Commissioner has also been contacted but a response has not been received. The Chairman and Council offered their thanks for this initiative.

- Pedestrians crossing to get the Primary School

The Headteacher of the Primary School expressed her concerns of the lack of Zebra Crossing at the school and that their current crossing officer had not been replaced since her shielding began. Essex County Council have advised that there will be no replacement and that the school could arrange for volunteers that they would train to assist with crossing the road.

There are a number of issues that have been highlighted to the Parish Council about the safety of residents crossing the main road to get to school and they will include this in their report for traffic calming. The Chairman asked members from the school and Speedwatch team to provide their input to the draft report by 22nd December. The Chairman also noted that traffic calming will be a permanent agenda item from January 2021.

Resolved. That the Parish Council agreed to write to Highways immediately expressing their concerns and asking for consideration of the installation of a zebra crossing.

It was also agreed that a working party be formed to complete an LHP application and complete the traffic report.

20-21/121 Action plan updates

The Action plan was circulated to members in advance of the meeting and it was agreed to circulate each month with the agenda pack.

New items added to the action plan for November:

- Working party for the playground. Members were asked to confirm to the Chairman what items they could assist with.
- A Christmas Tree has been kindly donated by a resident for the Village Green and will be planted at the beginning of December.
- Bookshelf in the Bus Shelter – members were asked to send any ideas to the Clerk
- Neighbourhood plan – members were asked to consider if they wish to invite experts to a meeting to give advice on preparing a Neighbourhood plan

20-21/122 To receive finance reports as of 18th November 2020

The Clerk advised that the Section 106 money has been received for the bus shelter maintenance.

Resolved. that the finance reports as of 18th November 2020 were noted.

20-21/123 Expenditure

123.1 Invoices for Payment

Invoice no	Payable	Purpose	Amount (* VAT)
1147779002	Three mobile	Mobile phone	£8.00
52173713	Zoom	Virtual meetings	£14.39*
---	Barry Beevis	Bus shelter repairs	£905.00
---	Michael Cook	Bus shelter repairs	£995.00
---	J&M Payroll Services	November Payroll <i>Including HMRC/Ni/Pension</i>	£1,106.79
29205	J&M Payroll Services	Payroll Fees <i>October</i>	£30.00*
22	Chris Cousins	Village Maintenance Playground checks Gate posts Trip Hazard	£175.00 £100.00 £60.00 £15.00
13153	EALC	H&S training (Clerk)	£16.80*
116147	Sutcliffe Play	Replacement Hanging rings	£558.62

Resolved. That all invoices, total expenditure **£3,809.60** be approved.

123.2 Invoices for payment received between 18th to 24th November 2020

Resolved. that there were no additional payments presented at the meeting

20-21/124 Health & Safety and Village Maintenance

124.1 Weekly H&S checks for the Playground

w/c 19th and 26th October

2nd, 9th and 16th November

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

124.2 Update on repairs and maintenance for playground and fields

The Clerk noted that the trip hazard by the back gate of the playground has been filled.

124.3 Approval of maintenance works

The Clerk noted that a quote has been received for the following works:

- To remove an old telegraph post sump on the village green £40.00
- To replace two timbers on the playground fencing £40.00

Resolved. that the works listed above were approved with for the total cost of £80.00

20-21/125 To receive Councillors reports

Cllr Rob Turner noted that a number of residents have received letters from County Broadband informing them that they will have to pay installation fees. He noted that this was not part of the formal agreement residents signed up to and that he is trying to find out why this has happened and what can be done to assist residents.

Cllr Christine Alexander noted that she has had lengthy conversations with the Public Rights of Way Officer at Highways and they have agreed a solution to prepare accurate reports of defective footpaths and bridges by using an app.

Cllr Nick Durlacher noted that he met with the Clerk at Aldham with regards to the flooding in Ford Street which is mainly due to ditches that are in the main in Aldham. The Parish Council of Aldham are working with residents and Highways officers to find a solution and will keep Fordham Parish Council in the loop with developments. It was noted that both Parish Councils have part paid for general clearance and tidy up of the bridge in 2019.

Cllr George Branagh noted that he attended the War Memorial on Remembrance Sunday and offered his thanks to the Church for performing a well organised socially distanced initiative. He did note that in future years he would like to see wooden poppy crosses planted at the site and asked the Clerk to note that the grass is tidied up before each Remembrance Sunday.

20-21/126 To receive Clerk's report

The Clerk noted that the External report has been received and will be reviewed in more detail at the finance meeting. But was pleased to report that the matters arising were minor and due to a misplaced signature and an incorrect form submitted from the Internal auditor that was corrected and reissued.

The Clerk also noted that she has received the resignation of Cllr Shirley Pallent. The Clerk, Chairman and all the members of the Council thanked Shirley for her outstanding contribution over the years and noted that she would be missed.

20-21/127 Items for next meeting

Resolved. To agree any further items for future Parish Council meetings

- Budget and precept (December)
- Grant applications (December)
- External Audit
- Co-opting new Councillors

The next meeting will take place on Tuesday 22nd December at 7.30pm.

With no further business the meeting closed at 20.43