



# Fordham Parish Council Meeting

## M I N U T E S

Tuesday 22<sup>nd</sup> February 2022 at 7.30pm

### Those present

Councillors: G Branagh (Chairman), C Alexander and M Hamilton-Macy

Also In Attendance: S Robinson (Hastoe), L Atkinson (RCCE)

K Cameron (Clerk)

There was 1 member of the public were present

### **21-22/146 Welcome those present and apologies for absence**

The Chairman welcomed members of the Council to the meeting. Apologies were received from Cllrs C Chapman, D Chapman, N Durlacher and R Turner

**Resolved.** that apologies for absence were received.

### **21-22/147 To receive any declarations of interests from Councillors**

Cllr G Branagh declared a non-pecuniary interest for agenda item 161.3 as he is a resident of Plummers Road

**Resolved.** That there were no declarations of interest from Councillors

### **21-22/148 Minutes of the Parish Council meeting 18<sup>th</sup> January 2022**

**Resolved.** That the minutes of the full council meeting are accepted as a true record

### **21-22/149 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

The Chairman welcomed Mr William Sunnucks who is a candidate for Colchester Borough Council. Mr Sunnucks introduced himself and advised that he is visiting all Parish Councils in North Ward to gain an understanding of initiatives and issues of the villages.

### **21-22/150 Received report from County and Borough Councillors if in attendance**

There were no County or Borough Councillors in attendance.

### **21-22/151 Planning**

#### **151.1 To discuss any planning applications received to 15<sup>th</sup> February 2022**

**Resolved.** That the response noted below will be submitted by Fordham Parish Council

| Type of Application | Application No | Address                                             | Description                                                                            | Response                                                                                                                             |
|---------------------|----------------|-----------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| FULL                | 220230         | Long Ways, Chappel Road, Fordham Colchester CO6 3LS | Demolition of existing Garage/workshop and shed and erection of replacement cart lodge | Fordham Parish Council would like to receive further clarification about the use of the building before making any further comments. |

### 151.2 To discuss any planning applications received between 16<sup>th</sup> to 22<sup>nd</sup> February 2022

**Resolved.** That there were no applications received between 16<sup>th</sup> to 22<sup>nd</sup> February 2022

### 151.3 To note planning decisions received

To note that there were no planning decisions received by 22<sup>nd</sup> January 2022

### 21-22/152 Update from Hastoe

Members received an update from Hastoe and RCCE with regards to Affordable housing in Fordham. Plans were presented and members were advised that they have taken pre-application advice from Colchester Borough and the next steps are to arrange a public consultation before submitting the planning application.

Councillors present were offered the opportunity to ask questions.

Cllr M Hamilton-Macy asked for confirmation that there will be a path by the amenities space at Plummers Road and if the path will be joined with the new development. *Members were advised that a path will be put in place and they will work with the new developers as much as they can to join up areas*

Cllr C Alexander asked how local residents can apply for the planned properties? Members were advised that any residents wishing to make an application to live in the property need to be on the Colchester Borough Council housing register including those who are already living in Council accommodation. Colchester Council will manage the allocation process based on their criteria but this scheme will endeavour to place those with a local connection in the properties. It was recommended that residents attend the consultation to understand the process.

Cllr G Branagh asked if there would be any Section 106 monies received as part of the development? *Members were advised that the development will be subject to Fordham receiving Section 106 monies.*

Cllr G Branagh asked if the two developers are going to work together to link up the building works so the residents are not subject to works and at different times. *Members were advised that Hastoe and RCCE will work as best they can with the other suppliers.*

Cllr G Branagh asked for an article to be prepared for the next edition of the Fordham Times. *Members were advised that information will be prepared and the consultation date be communicated as soon as possible.*

Representatives from Hastoe and RCCE left the meeting at 19.58

### 21-22/153 Action Plan

Members were advised that the Rams Farm Road bin is constantly overflowing. It was agreed that the Clerk will obtain quotes for a larger multifunction bin to replace the dog bin and seek funding to support this.

**Resolved:** That members noted the Parish Council action plan and agreed to obtain quotes for a multifunctional bin at Rams Farm Road and seek funding.

## **21-22/154      Traffic Calming**

### **154.1    To receive an update from the Chairman**

The Chairman provided an update on Traffic Calming noting that three village gateways had been installed in Plummers Road, Ponders Road and Mill Road and that he had seen an improvement and hoped that this will continue.

Cllr Branagh also advised that he has also written to Cllr Barber (ECC) with regards to the quiet lanes (20mph) initiative for Fossets Lane, Chappel Road and Rams Farm Road outlining the need to slow the traffic down for the pedestrians, horse riders, bikes that use them for access and recreation. Cllr Barber has agreed to follow this up and an update will be reported to Councillors once received.

The Speedwatch team recorded 14 drivers excessively driving through the village between 1 February and 22 February.

A meeting will be held with Fairfields farm in March as a follow up from the meeting that took place in January.

Members were advised that the Village is starting to see the benefit of the work that has been completed over the last 15 months and the Chairman will continue to drive the initiative forward over the next few months.

### **154.2    To receive an update for VAS project**

Members received an update from the Chairman advising the recommendations from the working party are for the VAS unit to be purchased using locality budget for all three Parishes by the end of the month. The unit will be stored temporarily until the licence and other Highways aspects have been processed. The Chairman noted that additional funding will be sought from the locality budget for 2022-23 for the installation of the posts for the unit to be sited. It was also noted that Fordham will purchase the unit and reclaim from the other villages.

**Resolved.** Members agreed to the recommendation to process the application, to purchase VAS unit and apply for further funding once available.

### **154.3    To receive an update on the meeting held with Colchester Skip Hire, Wormingford and Essex County Council**

The Chairman referred Councillors to the meeting notes highlighting that complaints from resident the early start in hours by CSH at 5.30am and the displacement of rubbish being disposed of. CSH have lodged an appeal to obtain permission to start early and in the meantime have piloted the scheme to start early but received several complaints from Wormingford residents. There is a new production line build going live in December which will break down the plastic onsite.

Wormingford Parish Council have asked that an additional steering group be formed with Fordham Parish Council and Cllr L Barber so all parties are aware of what is happening with both CSH and Fairfields. Cllr G Branagh agreed to join the steering group and members agreed to seek another Fordham Parish Councillor to join.

**Resolved.** That a Steering Committee with Wormingford and Cllr Barber be formed.

## **21-22/155      Mission Statement**

Members agreed to adopt the following mission statement:

The intention of this mission statement is to provide Fordham Parish Council with, focus, clarity and direction to provide a full and active role in supporting and safeguarding the Fordham Community

**To engage** wherever possible, in open dialogue with residents to understand their concerns and aspirations.

**To actively** pursue a representational role to every resident

**To encourage** and **promote** social and community values

**To provide** high standard, cost-effective services to the Fordham community

**To manage** the Parish Council's assets and finances to achieve best value

**To budget** annually for the Council Tax Precept needed to deliver the services to our community

**To review** and **comment** on Planning Applications

**To work** in partnership with other Fordham Community Organisations to promote the community needs and aspirations

**To engage** with our neighbouring Parish Councils on matters that have a direct effect on our Community

**Resolved.** That the mission statement for the Parish Council be approved

## **21-22/156 Meeting dates**

Members agreed to meet on the following dates in the Village Hall:

May 10<sup>th</sup> Annual Parish Meeting and Annual Council meeting (Elect at Chairman)

|                       |                      |                      |
|-----------------------|----------------------|----------------------|
| June 28 <sup>th</sup> | Jul 26 <sup>th</sup> | No meeting in August |
|-----------------------|----------------------|----------------------|

|                       |                      |                      |
|-----------------------|----------------------|----------------------|
| Sept 13 <sup>th</sup> | Oct 25 <sup>th</sup> | Nov 29 <sup>th</sup> |
|-----------------------|----------------------|----------------------|

|                        |                      |                      |
|------------------------|----------------------|----------------------|
| No meeting in December | Jan 24 <sup>th</sup> | Feb 28 <sup>th</sup> |
|------------------------|----------------------|----------------------|

Mar 28<sup>th</sup>

It was agreed that every effort to adhere to the timetable however, dates may be subject to change if required and will be communicated effectively.

**Resolved.** That the meeting dates for the Civic year 2022-23 be approved

## **21-22/157 Events**

### **157.1 Queens Platinum Jubilee**

The Chairman referred members to the meeting notes and provided a brief summary of the successful meeting that was held in partnership with members from the Village Hall, Church and Speedwatch Team. Members agreed that finding volunteers is key to the success of the event and will seek as many locals as they can find.

**Resolved.** That members of the Council will continue to make arrangements for the Queen's Platinum Jubilee Party.

## **21-22/158 Solar lighting**

Cllr M Hamilton-Lacy provided an update noting that he has received a response from the agents of the landowners and the tenants, who are the Woodland Trust and that they all agree to the idea. Cllr Hamilton-Lacy will speak to the planning office to agree who will have to apply for planning permission. Cllr C Alexander raised the issue of light pollution and was advised that the lights will environmentally friendly and be programable on timers and low lighting until required. It was proposed that the project be added to the project list for section 106 monies.

**Resolved.** That the Solar lighting project be submitted for section 106 projects.

**21-22/159 Fordham Times**

The Chairman reminded Councillors that the editor is retiring and the last edition will be in March. Wormingford has a new editor to create their magazine but Fordham have been unable to find an editor for their village magazine. It was agreed that the Clerk will create the next edition and will report back to the Council if she is able to continue preparing the magazine on a regular basis. It was agreed that any additional hours will be paid as overtime if required. Members will receive an update at the June meeting.

**Resolved.** That the Clerk will prepare the May edition of the Fordham Times and the editorial role be reviewed in June.

**21-22/160 Finance****160.1 To receive finance reports for 17<sup>th</sup> January 2022**

**Resolved.** That the finance reports for 17<sup>th</sup> January 2022 be approved

**160.2 Invoices for Payment**

**Resolved.** That the payments listed in appendix A – total expenditure **£4,019.91** be approved

| Payable                     | Purpose                                      | Amount<br>(* VAT) |
|-----------------------------|----------------------------------------------|-------------------|
| ICO                         | Data protection                              | £35.00            |
| Microsoft                   | Software                                     | £79.99            |
| Zoom                        | Virtual meetings                             | £14.39*           |
| Three mobile                | Mobile phone                                 | £8.00             |
| J&M Payroll Services        | Feb Payroll <i>Including HMRC/Ni/Pension</i> | £1,130.24         |
| J&M Payroll Services        | Payroll Fees Jan                             | £30.00*           |
| Fordham Village Hall        | Grant                                        | £500.00           |
| Fordham History Society     | Grant                                        | £500.00           |
| All Saints Church           | Donation                                     | £250.00           |
| Age Well East (Age concern) | Donation                                     | £250.00           |
| All Saints Church           | Hall hire                                    | £35.00            |
| Eyelid Productions          | Annual website support                       | £100.00           |
| Colchester Borough Council  | Waste Disposal                               | £1087.29          |

**160.3 Invoices for payment received between 16<sup>th</sup> to 22<sup>nd</sup> February 2022**

**Resolved.** That the payments listed in appendix B – total expenditure **£498.99** be approved

| Payable   | Purpose                                   | Amount<br>(* VAT) |
|-----------|-------------------------------------------|-------------------|
| C Cousins | Village Maintenance and playground checks | £490.00           |
| Amazon    | Filing folders                            | £8.99*            |

**Resolved.** Total expenditure as of February 22<sup>nd</sup> 2022 total **£4,518.90** approved

**21-22/161 Health & Safety and Village Maintenance****161.1 Weekly H&S checks for the Playground**

w/c 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup> January 2022

w/c 7<sup>th</sup> February 2022

The Clerk noted that there were no new items identified by the Health and Safety officer.

**Resolved.** There are no additional faults or works to take place

### **161.2 Annual playground inspection actions**

The Clerk noted that works to the playground has commenced and that the fence and gate posts approved in November 2021 have been replaced. There is an outstanding action to install grass matting by the entrance and bench which will be addressed when the weather improved.

**Resolved.** That the reports were received and works identified in annual inspection have commenced.

### **161.3 Verge Erosion**

Cllr G Branagh declared a non-pecuniary interest as he is a resident of Plummers Road

Members were advised that the Clerk raised issues detailing the recent damage to grass verges to Cllr L Barber who received advice from Highways for the Parish Council to apply for an LHP to consider the installation of the kurb. Cllr Barber is willing to support and approve if the Council wishes to proceed. Councillors who were present agreed and asked the Clerk to prepare an application for approval at the March Parish Council meeting.

**Resolved.** That the Clerk will prepare an application to LHP as noted above for approval at the March Council meeting

### **21-22/162 To receive Councillors reports**

Cllr M Hamilton-Macy provided an update from the Local History society about phase 2 and 3 of the current dig. The Society have received funding from Colchester Borough Council to prepare a detailed document for public consumption. There are several meetings planned as it is thought that a graveyard and villa might have been found.

Cllr M Hamilton-Macy provided an update from the Village Hall noting that fees for the installation of WiFi might be reduced and that the Committee are in conversations with County Broadband. He advised that the Village Hall will provide an update for the Council once the installation has been completed.

Cllr C Alexander advised that she has been in a position to report speeding tractors however many are driving without number plates and are only identifiable as Fairfield's Tractors due to potato boxes on the back. The Chairman advised that he would raise this issue with the proprietor at the next meeting.

Cllr C Alexander noted that there have been many residents who have been maintaining their ditches and hedges and that the Council is grateful for making the effort which alleviate flooding. It was agreed to produce an article outlining the benefits of the useful maintenance.

### **21-22/163 To receive Clerk's report**

The Clerk noted that she has received a request from a resident to promote considerate parking and see if there is anything that can be done to educate people of the dangers parked cars pose at junctions.

The Clerk also noted that Mrs Evans has agreed to organise a Litter pick in the Spring

### **21-22/164 Items for next meeting**

The next meeting will take place on Tuesday 29<sup>th</sup> March 2022, at 7.30pm in the Village Hall.

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

- LHP for erosions
- New recruits

There being no further business the meeting ended at 21.10