



Fordham Parish Council Meeting

M I N U T E S

Meeting held 12th September 2023 at 7.30pm in Fordham Village Hall

Those present

Councillors: G Branagh (Chairman), D Chapman (Deputy Chairman), C Alexander, H Branagh, N Durlacher (arrived 19.32) and G Oxley

Also In Attendance: K Cameron (Clerk) and 2 members of the public present.

23-24/53 Welcome those present and apologies for absence

The Chairman welcomed everyone to the meeting and apologies were received from Cllr L Pfander and Cllr D Laws (Colchester Borough Council) approved. M Hamilton-Macy was not in attendance

Resolved. that apologies for absence be approved.

23-24/54 To receive any declarations of interests from Councillors

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

23-24/55 Minutes of the Parish Council meeting Tuesday 1st August 2023

Members reviewed the minutes and accepted without comment.

Resolved. that the minutes of the Parish Council meeting Tuesday 1st August 2023 be accepted as a true record and the Chairman signed.

23-24/56 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.

Residents attended the meeting and advised that the first bus is not arriving in the village as timetabled especially the 11am bus which means that anyone wishing to travel to Colchester has to either get the earlier bus to ensure they can travel or take a taxi to get to appointments. *The Chairman and Councillors agreed that this is not acceptable and agreed to write to County Councillor and the Bus company. The Chairman encouraged the residents to keep a record and formalise their complaints by writing to the bus company. The Clerk will send details to Cllr Alexander to pass on to the residents.*

A resident noted that too many books are being 'dumped' in the bus shelter causing hazards and making seating unavailable. *The Chairman noted that the Clerk will contact the resident who agreed to maintain and ask for more routine maintenance of the books.*

Members thanked the residents for attending the meeting.

The residents left the meeting at 19.37

23-24/57 Received report from County and City Councillors if in attendance

There were no reports received.

23-24/58 Planning**58.1 Planning applications received between 6th to 12th September 2023**

There were no planning applications submitted for response.

58.2 Planning decisions received

Members noted planning decisions (below) received by 12th August 2023.

Application No	Address	Description	FPC Comment	Decision
221111	Land East of, Plummers Road, Fordham Colchester	The construction of 17 dwellings, and associated development.	Fordham Parish Council recommends that solar panels be used during initial erection of all 17 houses. That plots 6-11 one of each pair does not appear to be conducive to the fitting of solar panels. We recommend that the house on the left of each pair is rotated by 90 degrees to facilitate the fitting of solar panels and that these then better match existing properties in the area. We further recommend that traffic calming measures are introduced to facilitate ingress and egress during peak traffic periods The amended plans were reviewed at the October PC meeting and the Council prepared the following response: Members considered the amended scheme submitted and noted that some of the initial concerns have been addressed. The Council would like to bring to the attention of the developers that the accommodation schedule states there will be parking for 45 cars (40 for residents and 5 for visitors). However, the parking schedule and map state parking for 46 cars (40 for residents and 6 for visitors). The Council request clarification of how many parking spaces will be created for visitors. Members reviewed the maps and raised concerns regarding the space that's been created between houses no 9 and 10 and request clarification of the intention for this space which could have been allocated parking spaces.	Approve Conditional 04.08.23
223165	Kings Vineyard, Fossetts Lane, Fordham Colchester CO6 3NY	Replacement dwelling and construction of detached garage	Fordham Parish Council have no objections to the plans	Approve conditional 15.08.23

231566	15 Church Road, Fordham Colchester CO6 3NA	Single Storey Rear Extension and Single Storey Front Porch	Fordham Parish Council has no objections to the plans	Approve conditional 25.08.23
231785	Brook Farm, Halstead Road, Fordham Colchester CO6 3LW	The erection of a replacement purpose-built commercial building for use Class E and B8 purposes (in lieu of the change of use of an agricultural building for commercial purposes under application 223101)	Fordham Parish Council has no objections to the plans subject to a satisfactory Highways report	Approve conditional 08.09.23

23-24/59 Coffee mornings

Members discussed future attendance at the Community hub coffee mornings and agreed that the Clerk and a Councillor will attend quarterly on the first Friday of the month starting in November. The Clerk will print the road representative leaflets and make these available at coffee mornings so residents can contact their representatives at any other point throughout the year.

Resolved. that Council representation at the Community Hub coffee mornings will continue on a quarterly basis.

23-24/60 Colchester Skip Hire (CSH) liaison Groups

Members were advised by the Chairman that FPC, WPC and Cllr Barber ECC, were under the belief that the current liaison group was a previous planning condition for CSH to meet with the villages and subsequently he had requested both confirmation and a sighting of the Terms of Reference. Resultant from that same it was confirmed that no such condition nor Terms of Reference were in place. It was unanimously agreed by the members present that FPC should discontinue their attendance until such time as agreed terms of reference are in place.

Resolved. That the Chairman together with WPC and Cllr Lewis should prepare for approval a draft Terms of Reference for these liaison meetings

23-24/61 Pylons

Cllr M Hamilton-Macy was not in attendance at the meeting and the item will be deferred to the October Parish Council meeting.

23-24/62 Traffic Calming

The Chairman advised members that all items that are linked to the local highways panel are on hold until funding becomes available. He did noted that conversations are continuing with Cllr Scott (Essex County Council) with regards to the school crossing and this is being considered as a priority matter.

The Chairman advised that Speedwatch were not active during August and when resumed at the beginning of September, 8 vehicles were identified speeding with the highest being 45mph in a 30mph limit. Members agreed to ask Essex Police to perform speed checks in the village.

The Chairman noted that automatic traffic counts are currently in operation at the three village entry points where the village gateways were installed and the results will be reported at the next Parish Council meeting.

23-24/63 Events

Jingle & Mingle

Cllr H Branagh advised that the working party had a successful meeting at the beginning of September and the group are considering arranging for hot dogs to be served at the event. The Clerk has confirmed with the Insurance

company that this is a possibility providing a risk assessment is conducted. The group will be contacting the school to see if they have a choir that could perform and two local children have agreed to make reindeer food.

CLlr D Chapman advised that he is still trying to find a local company that would be willing to donate a Christmas tree.

The next working party meeting will take place on the 4th Oct at 7.30pm in the Cricketers pub and all are welcome to attend.

23-24/64 Finance

64.1 Half year budget review

Members received the year to date budget update noting that there will be an overspend for 2023/24 due to the increase in grass-cutting fees. However, with the recent savings from the insurance renewal and the Coronation picnic being self-funded there have been opportunities to reduce the overspend. The Clerk will continue to review.

64.2 To receive finance reports for 17th August 2023

Resolved. that the finance reports and bank statements for 17th August 2023 were approved.

64.3 Income received

Members were advised that funds have been received from the Essex County Council Locality fund for the installation of VAS posts and that Colchester City Council have paid part two of the precept and LCTS grant.

64.4 Invoices for payment received between 2nd August to 5th September 2023

Resolved. that the payments listed in below (appendix A) total **£3,584.85** be approved

Payable	Purpose	Amount (* VAT)
J&M Payroll	Fees (Aug)	£36.00*
Three mobile	Mobile phone	£7.32
J&M Payroll Services	August Payroll <i>Including HMRC/Ni/Pension</i>	£1,311.59
J&M Payroll Services	Pensions regulator	£120.00*
Conservation Volunteers	Village green maintenance	£348.00*
Zurich Municipal	Insurance fees	£876.99
JPB Landscapes	Grass-cutting (Aug)	£504.95*
K Cameron	WFH allowance	£200.00
C Cousins	Playground checks (Aug+Sept)	£180.00

65.5 Invoices for payment received between 5th to 12th September 2023

Resolved. . that the payments listed in appendix B (below) total £303.00 be approved.

Payable	Purpose	Amount (* VAT)
ARU print shop	Fordham Times	£51.00
PKF Little John	External Audit	£252.00*

Members were advised that with the addition of the invoices presented at the meeting, the total for invoices payable is: **£ 3,887.85**

Resolved: That a total **£ 3,887.85** payments be approved.

65.6 Annual Governance Account report

The Clerk advised members that the external audit process has been completed and the conclusion report has been received with no matters arising. Members thanked the Clerk for keeping everything in order.

Resolved. that the Annual Governance be complete with no matters arising.

23-24/66 Health & Safety and Village Maintenance

66.1 Weekly H&S checks for the Playground

w/c 19th and 26th June 2023

w/c 3rd, 10th, 17th, 24th, 31st July 2023

w/c 7th, 14th, 21st and 28th August 2023

The Clerk noted that she is yet to receive quotes to adjust the gates so that they close softly.

Resolved. that with the above request to adjust the gates, no further faults have been reported from the weekly playground checks.

66.2 Trees on Recreation Ground

A report was received regarding the removal of a tree on the recreation ground at a cost of £320+VAT and members agreed to the necessary works.

Resolved. to remove a tree on the recreation ground following inspection.

66.3 Hedge on Village Green

A request has been received for a review of the hedges planted on the village green that are encroaching a resident and damaging their fence. The Chairman visited the property and was in agreement with the owners that the Parish Council needs to consider maintenance of the hedge. Members agreed for the Clerk to seek professional advice and to prepare a proposal and quotes for the next Parish Council meeting.

Resolved. that the Clerk will see professional advice and costed solutions.

66.4 War Memorial

The Clerk is continuing to try to obtain a proposal from the Contractors for the next steps to prevent any future restoration being damaged.

The Chairman requested the Memorial Clock is reset to the correct time in time for Remembrance Sunday.

23-24/67 To receive Councillors and Clerk reports

The Clerk advised members

- That the insurance has been renewed as of 1st October with Zurich as agreed at the July meeting
- That Cllr Branagh's email account had sent some odd emailed requesting clicking on a link. Members were reminded to be aware of potential scams and hackers and to only click on links that they are confident are legitimate.

23-24/68 Items for next meeting

The next meeting will take place on 24th October 2023 at 7.30pm in the Village Hall

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

- Pylons
- Hedge
- Wreath
- Jingle and Mingle

There being no further business the meeting closed at: 20.45