

# **FORDWICH TOWN COUNCIL**

## **Minutes of the meeting held on 7<sup>th</sup> March 2018.**

Present: Councillors Philip Lewis (chair), Patrick Heren, Adrian McCarthy, Roger Green, Val Clark. In attendance: Guy Foster (clerk), Alan Marsh (KCC).

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### **17/18 Apologies**

Georgina Glover and Heather Taylor of CCC had sent apologies.

### **18/18 Minutes of the previous meeting**

It was unanimously resolved to accept the minutes of the previous meeting as tabled. They were duly signed by the chairman.

### **19/18 Matters arising**

The bench purchased using s.106 funding had yet to be installed, pending permission from the land owner. The chairman would pass his details to the clerk so he could contact him

### **20/18 Declarations of interests**

Members declared interests as follows:

- Cllr Lewis declared his position as a custodian of Fordwich church
- Cllr Heren declared his position as a trustee and chair of Fordwich United Charities.
- Cllr Green declared his role with Friends of Fordwich and District and also declared his position as a trustee of Fordwich United Charities.
- Cllr Clark declared her position as a custodian of the town hall
- Cllr McCarthy declared an interest in respect of planning application CA//18/00259/LUP

### **21/18 To receive reports from CCC and KCC representatives**

Alan Marsh (KCC) brought a large number of 20 mph “slow down” stickers to the meeting for distribution to residents.

He noted the dire pot-hole situation but said it was being worked on.

### **22/18 To receive reports from police representatives**

The new PCSO is Gavin Dodwell. He was not present.

## **23/18 To receive reports from members**

**The chairman** reported as follows:

- He noted that Sturry PC was considering the use of the beacon for the commemoration of the end of WW1. Cllr Heren thought we should have a church service on the day. He noted that the names on the *In memoriam* plaque in the town hall needed reviewing.
- The town meeting is set for 10<sup>th</sup> May. The chairman has asked a representative of Strode Park to come and speak about their work.
- He has sent a letter of condolence to Peter Collier-Smith at Brightlingsea following the passing of his wife.
- A town spring clean is scheduled for 24<sup>th</sup> March.
- Thanks are due to KCC for renewing the town signs.
- We should do another “car count”. It was suggested that we might borrow a “speed watch” camera and the clerk was asked to investigate.
- The Fordwich Arms is happy in principle to be involved in a royal wedding street party, the town meeting and the civic service but details such as cost are yet to be determined.
- He has purchased a brush cutter.

**Cllr Heren** noted that the town hall lift was nearly finished. He also noted the theft of large garden ornaments from his property during the previous Sunday night. Clearly, residents need to be vigilant.

**Cllr Clark** had been chasing CCC and our PCSO on the subject of illegally parked cars. CCC had been very helpful. She asked if the new Freeman’s medallion had been ordered? Apparently it has not; Cllr Heren said he would take care of this.

**Cllr McCarthy** reported that the road surface of the Drove would be repaired very soon as the road needed to be used in connection with a forthcoming wedding.

He has obtained KCC agreement as to the location of the junction of the Drove and King St which means KCC will be responsible for maintenance of a further stretch of road.

## **24/18 To consider the implications of the new data protection regulations**

The clerk reminded the meeting that the new General Data Protection Regulations were coming into force on May 25<sup>th</sup>. The key implication for FTC was the need to appoint a Data Protection Officer and it was apparently not legally advisable for the clerk to hold this office. The clerk had been in touch with a number of third parties who might provide this service. After discussion it was unanimously resolved to appoint a company called Satswana to the role at their quoted cost of £150 p.a.

## **25/18 Finance**

The clerk reported that the cash book and bank balance at end-January was £11,472.42. The bank statement was tabled and signed by the chairman.

The following payments were approved:

- |                                       |         |
|---------------------------------------|---------|
| 1. Clerk February                     | £308.48 |
| 2. Cllr Lewis (brush cutter)          | £203.98 |
| 3. Cllr Clark (postage)               | £13.44  |
| 4. Rigley Creative media (newsletter) | £20.00  |

An invoice had been received from Emagine Create Ltd in the sum of £1,197.50 being an advance payment of 50% for the new web-site. The clerk noted that FTC had not directly entered into an agreement with this organisation and that to pay 50% in advance was unusual. After discussion it was unanimously agreed to issue the cheque to the custody of the chairman who would speak to the company.

### **26/18 To receive the clerk's report and correspondence**

The clerk tabled his report. He noted correspondence with BT re the phone box and that he had written to both pubs about delivery lorries. Other items had been covered elsewhere during the meeting.

### **27/18 Planning**

Applications:

CA//18/00259/LUP: Cllr McCarthy, having declared an interest, offered to withdraw from the meeting but the application was only noted and not discussed.

CA//18/00194/FUL: no objections

CA//18/00165/VAR: no objections

The withdrawal of CA//17/02818/FUL was noted.

### **28/18 Highways and footpaths**

No further matters were raised under this heading.

### **29/18 Date of next meeting**

The next FTC meeting was confirmed as Wednesday March 28<sup>th</sup>.

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### **Guy Foster**

*Clerk to Fordwich Town Council*

Signed as a true record \_\_\_\_\_ Date: \_\_\_\_\_

Position \_\_\_\_\_