

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE  
TOWN HALL ON THURSDAY 19 OCTOBER 2017**

PRESENT: Mrs S CONBOY (Town Mayor)  
Councillors: R TAPLIN (Deputy Mayor); G CAMPBELL; A HOOKER; D KING; Ms J MACLEOD; P MALLEY; A  
McINNES; P MORGAN; Mrs M RADFORD; Ms K SPOWART; D UNDERWOOD; C VANE  
PERCY; Mrs S WORTHINGTON; J YOUNG

Town Clerk: Mrs M CRAMPTON  
Mace Bearer: Mr M WILLIAMS

One member of the public was in attendance

**ACTION**

**17/158 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

CLLR G WILSON, CLLR S WILSON: holiday; CLLR RADFORD: holiday

**17/159 DECLARATIONS OF INTEREST**

CLLR VANE PERCY – Mill Steps. CLLR CAMPBELL: planning application 4 Berry Lane. CLLR  
UNDERWOOD: planning HELAA sites

**17/160 MINUTES OF PREVIOUS MEETING**

The Minutes of the Town Council meeting held on 21 September 2017 were duly APPROVED and signed as a complete and accurate record. The Minutes of the extra ordinary meeting of the Town Council held on 3 October were duly APPROVED and signed as a complete and accurate record.

**17/161 PUBLIC PARTICIPATION SESSION**

Mr Thackray addressed the Council on behalf of GMCiB. He provided an update on activities and events that had taken place including creation of the new sensory garden at the Critical Care Ward at Hinchingsbrooke Hospital. He was also pleased to note a report on the agenda on the Neolithic Park which he believed would benefit the north side of the town greatly.

Martin Williams, thanked Cllrs for their gift of a bottle of wine.

The 800 club draw took place.

**17/162 TOWN MAYOR'S ANNOUNCEMENTS**

THE MAYOR reported that she had represented the town on 11 occasions between August and September, and a further 6 occasions from September to October.

THE MAYOR reported that the trip to Szentendre had been affected by flight cancellations and several groups had not been able to attend, however the hospitality from the hosts had been outstanding, and THE MAYOR had been very impressed with what had been achieved and with the camaraderie between the youth representatives from all countries taking part.

THE MAYOR thanked all Cllrs for their support and for attending the extra emergency meeting held to discuss the unlawful encampment on Town Council land. THE MAYOR asked to publically record sincere thanks to the Deputy Town Clerk for her extraordinary work to help resolve the issues, and to the farmer who had assisted through provision of concrete blocks and digging a narrow trench at Devana Park as a temporary measure to prevent access to that area. THE MAYOR was pleased to report that the Travellers had left the site after 2

days, but had then adjourned to the Bridge Place car park. The process for HDC to move the group on had taken longer and the group had then moved to the area by the roundabout near Tesco's.

THE MAYOR thanked everyone who had attended or given help at the Civic Service, and to everyone who had attended or provided raffle prizes for the Civic Supper. The next Mayor's Charity event would be a wine tasting evening to be held on 18 November. Information would follow shortly.

All Cllrs

THE MAYOR confirmed the Christmas Market would take place at the Comrades Club on Friday 1 December. We needed something to light as the scaffolding would still be in place around the QES and there would also not be an opportunity to put a Christmas tree in place. Suggestions to THE MAYOR please!

All Cllrs

### **17/163 OUTSTANDING ACTIONS**

THE MAYOR advised that HDC were looking at how to dispose of the Bridge Place car park but the paper due to be tabled had been withdrawn subject to further investigation being carried out on part of the parcel of land believed to be common land.

The Town Clerk advised that responses had been received to a recent enquiry on progress on the repairs to the boundary wall from the Godmanchester Academy and CCC who both held the view that it was the other organisation who held responsibility for the maintenance of the wall. Work would not take place until the matter had been resolved between the Academy and CCC.

The Town Clerk advised that despite emails to ask for information and a resolution to the issue of ownership and responsibility for trees on The Avenue, the Head of Resources had not responded. It was AGREED the Town Clerk would copy the email chain to the Chief Executive seeking urgent action to resolve the matter.

Town Clerk

### **17/164 CORRESPONDENCE**

The list of correspondence received was noted.

An email to THE MAYOR from Mr Sheppard had advised the Mayor that a petition had been presented to CCC Highways requesting provision of a pedestrian crossing on West Street. THE MAYOR had discussed the matter with Highways Services who had suggested the Town Council could submit a second bid for an LHI. The budget suggested would be £25k-£30k. The Town Clerk confirmed that a LHI bid had been submitted for a Mobile Vehicle Activated Camera and further confirmed that a copy of the petition had not been provided to the Town Council and that Highways had not responded directly to Mr Sheppard, or advised the Town Council directly that the request had been made for a pedestrian crossing.

It was AGREED that the Town Council would not submit a further LHI bid in response to the request, but would urge the Highways Officers to respond to the request directly.

Town Clerk

It was AGREED that the traffic, transport and parking survey should be carried out to enable the Town Council to prioritise future schemes in the Town. The Business Portfolio would review the existing transport survey document to get it ready to go out to tender. The Town Clerk would respond on behalf of THE MAYOR to Mr Sheppard.

Business  
Portfolio

Town Clerk

### **17/165 PLANNING APPLICATIONS AND CORRESPONDENCE**

The applications and correspondence set out in Appendix 17/165 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR MALLEY advised that a further street name was needed for Roman's Edge and he had referred to CLLR S WILSON's previous list and selected the first reserve name of MARKHAM.

It was AGREED to put this name forward. The Town Clerk would also request that Street Naming reconsider the designation "Units 1 to 5 Bearscroft Retail Park" in favour of using King James Square, or similar, as this link to the Royal Charter for the Town had been previously suggested.

Town Clerk

17.165.1 CLLR MALLEY reported that CLLR G WILSON had prepared a draft response to HDC on HELAA site. The contents of the response were APPROVED and the Town Clerk would forward the responses to HDC.

Town Clerk

17.165.2 THE MAYOR provided an update on the Neighbourhood Plan and confirmed it had been approved by HDC to move to Referendum. This would be held on 7 December and it was AGREED a leaflet would be produced to be delivered around the time that residents received postal vote forms. CLLR MALLEY would revise the draft leaflet provided by CLLR G WILSON and THE MAYOR would produce information to be used for regular updates on GMC Living and other forms of publicity.

Clr Malley

Clr Conboy

### **17/166 PROPERTY REPORT**

CLLR CAMPBELL presented a report. He advised that the QES project had experienced substantial additional expenditure and delay as a result of the issues with the damp in the large hall which had resulted in the floor being excavated. The current cost prediction was an additional £30k needed to replace the floor plus approximately £6k in associated professional fees. The estimated completion date had been put back by 11 weeks to 3 February 2018, although this was not a confirmed date.

CLLR CAMPBELL confirmed that the Christmas lights on the QES had been taken down to enable repointing to take place. The Property Portfolio recommended that they were not put back as they were not in keeping with the Grade II Listed status of the building. Following discussion it was AGREED that the lights would not be put back on the QES. The Town Clerk reminded Cllrs that if they wanted any replacement lights for Christmas 2018, the costs should be considered at the budget meeting the following week.

Property  
Portfolio

CLLR CAMPBELL advised that a 3 phase power supply may be required for the QES, which was not currently available. CLLR CONBOY requested that the external power supply, which had been made available for the lights on the Christmas Tree be left in place, and this would be considered.

CLLR CAMPBELL confirmed that Dr Simon Thurley would be delighted to perform the opening ceremony at the QES, at a date to be confirmed.

CLLR CAMPBELL reported that no further action would be taken in respect of the Mill Steps while the Town Council waited for a response to their letter to HDC.

CLLR CAMPBELL advised that the new noticeboard was due to be installed the following week.

### **17/167 NEOLITHIC PARK**

CLLR CAMPBELL presented a report the contents of which were noted. The long term proposal is to create a Godmanchester County Park on the land fill site adjacent to Cow Lane. GMCiB had been working with the owners of the site for the past 3 years to establish a programme that would benefit both landscape and wildlife and also acknowledge the historical significance of the site. Three extensive areas of woodland had been planted and a further wood would be planted in the coming winter. CLLR CAMPBELL confirmed this would be a long term project which could take up to 10 years to complete and ownership and future maintenance of the Country Park had yet to be discussed and established.

## **17/168 FINANCIAL AND ACCOUNTS**

17/168.1 The list of payments to be made in Appendix 17/168.1 was APPROVED. Cllrs asked that the cost of appointment of Bailiffs and clear up operation from HDC be published on GMC Living for transparency.

Town Clerk

17/168.2 Councillors received a copy of the salary payments, Petty Cash Reconciliation for the period to 19 October, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation approved by the DEPUTY MAYOR and a quarterly reconciliation.

## **17/169 CEMETERY REGULATIONS AND CHARGES**

CLLR YOUNG presented a report which recommended that where a burial or ashes plot was purchased as a reservation only, the full purchase charge would be made in accordance with the fees in place at the time, but the reservation would only be for a period of up to 25 years. If the plot had not been used in this time, the owner would be invited to renew the reservation subject to a further fee. Exclusive rights of burial would remain at 100 years for all used burial plots and the alteration to regulations would only apply to purchases for reservation purposes. These changes were AGREED.

## **CLLR VANE PERCY LEFT AT 9.45PM**

## **17/170 TIMEBANKING IN GODMANCHESTER**

CLLR UNDERWOOD presented a report and thanked the Deputy Town Clerk for her assistance and for producing the figures. Following discussion the Town Council AGREED to set up a Steering Group to work towards establishing a Timebank in Godmanchester. The costs, as set out in the report were noted and it was AGREED that the Town Council would seek funding for the first two years of timebanking through a Cambridgeshire Community Foundation grant. It was AGREED that the Town Council would contribute 30% of the costs (£2371.44) in the year 2018/19. This figure would be put forward for further approval in the budget meeting. CLLR UNDERWOOD thanked Cllrs for their support of this important initiative.

## **17/171 ENVIRONMENT REPORT**

CLLR HOOKER presented a report, the contents of which were noted.

CLLR HOOKER reported that the illegal occupation of Judith's Field by travellers had cost the Town Council considerable time and money and he recommended this be reported through GMC Living so our residents could be better informed. It was AGREED the Town Clerk would put a statement on GMC Living and would also write to HDC to thank them for their support throughout the incident.

Town Clerk

CLLR HOOKER confirmed that options were being considered and prices obtained to restrict access onto Devana Park from Sweetings Road. Residents in Sweetings Road, Porch Close, Devana Close whose property looked onto this entrance would be consulted once more information was available. The Town Clerk would write to these properties to let them know the current position, to keep them informed.

Town Clerk

CLLR HOOKER confirmed that new bollards had been fitted at Judith's Field and also at the entrance to the Recreation Ground from the Mill Yard car park. The wire fence on Betts Close, adjacent to the entrance to Buttermel Meadow would be replaced with a wooden fence and concrete pillars at a cost of £900.

Recommendations put to the Town Council:

- Take action against the youths who had removed the padlock and bollards at Judith's Field, as captured on CCTV. The Town Clerk confirmed information had been passed to the Police

- Limit access to Judith’s Field by removing the field gate and extend the grass bund: AGREED
- Limit access to Devana Park subject to discussion with residents: AGREED
- Improve security at Betts Close/Buttermel through provision of a fence: AGREED
- Subject to review of the FLP play inspection reports and RoSPA play inspection report, it was AGREED all necessary repairs would be undertaken
- Fergusons had been instructed to remove the epicormics growth from the base of the tree on the War Memorial Green. CLLR HOOKER would confirm whether the work carried out was acceptable.

Cllr Hooker

The Environment Group, with input from CLLR CAMPBELL would look into the best way to illuminate the flagpole and Union Flag and present findings to a future meeting.

Environment  
Portfolio

The Town Clerk asked for clarity on a request to plant a tree on the Recreation Ground following internal email exchange between Cllrs. It was AGREED the adopted Tree Policy and tree planting scheme would be followed. The Town Clerk would write to the resident to confirm this decision.

Town Clerk

**THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 26 OCTOBER 2017 IN THE TOWN HALL STARTING AT 7.30pm**

The meeting ended at 22.01pm

Mayor