

**GODMANCHESTER TOWN COUNCIL
MINUTES OF THE MEETING HELD IN THE GODMANCHESTER TOWN HALL
ON THURSDAY 21 MARCH 2002**

PRESENT: Councillor R NORRIS Town Mayor
Councillors D BROWN, M COHEN, D COMBEN A GOFF, Mrs A LOOKER,
Mrs B MOORE, Mrs P TYLER,
Town Clerk: W D BUTTERWORTH

APOLOGIES: Councillors E KYNOCH, A SURSHAM, C VANE PERCY, G WILSON

PRESENT: Mace Bearer Mr M WILLIAMS

PRESENT: One member of the public.

TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reported that he had represented the Town on 11 occasions since the last meeting.

The Mayor noted that Councillor HOOKER had not attended a Council meeting since 18 October 2001. The Town Clerk was to remind Councillor HOOKER that if he failed to attend the meeting on 18 April 2002 he would automatically cease to be a member of the Town Council.

Councillor BROWN arrived at 7.35 pm

The Mayor reported that a Board comprising the Mayor, the Deputy Mayor and Councillor Mrs MOORE had interviewed 4 candidates on 12 March 2002 for the post of Town Clerk. The Board recommended that Mr A J WELTON be appointed and asked that the Council ratify the appointment. AGREED. Two satisfactory references had been received. The appointment was subject to a probationary period of 6 months.

The Mayor informed the Council that it would be required to adopt the New Ethical Framework / Code of Conduct at its meeting on 18 April 2002. The Mayor and the Town Clerk would be attending a training evening on 10 April 2002 where the Declaration of Acceptance forms and Register of Members' Interests documents would be issued. All councillors would be required to sign the Declarations and complete the "Interests" paperwork within the time-scales laid down. All councillors had already been given copies of the Ethical Framework legislation and that had been reinforced in the latest CALC Bulletin. It was vital that any questions be passed to the Town Clerk before the next Council meeting as the intention was to adopt the code at the meeting, not debate it.

The Mayor reported that no nominations for the posts of Town Mayor and Deputy Town Mayor for 2002/2003 had been received. He encouraged all the councillors to consider standing for those prestigious positions.

The Mayor reminded everyone that the Annual Spring Clean would take place on Saturday, 6 April 2002 at 10 am. Councillors were asked to meet at the Town Hall. The Town Clerk was to advertise the event on the notice boards.

An Ecumenical Service to celebrate the Golden Jubilee had been planned for Sunday, 2 June 2002. The Town Mayor and Town Council had been asked to participate as a formal, gowned group. The Mayor asked the Council to agree to take part. AGREED.

Councillor COMBEN arrived at 7.45 pm.

02/014 MINUTES OF THE ANNUAL TOWN MEETING

The Minutes of the Annual Town Meeting held on 7 March 2002 were APPROVED and signed as an accurate and complete record. The Mayor expressed his disappointment that so few of the electorate had attended the Annual Town Meeting. He also regretted that so many members of the Town Council had been unable to take part.

02/015 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 21 February 2002 were APPROVED and signed as an accurate and complete record. The Council noted the letter from Councillor KYNOCH about the Golden Jubilee Play Park but AGREED that the Minutes of the meeting reflected what was said. Councillor KYNOCH had not asked for any action to be taken; the Mayor considered the matter closed.

02/016 MATTERS ARISING

The Outstanding Actions List dated 21 March 2002 was reviewed. The following matters arising from the last meeting were incomplete or required further action: (actions assigned to WPs are dealt with in the appropriate report).

99/048(2) New Town Guide – All the preparation work was complete but Councillor VANE PERCY had not delivered it to the Town Clerk for onward transmission to the printers.

02/009 QES Central Heating – Mr G Hurden had been to the school and his assessment and advice had been received just before the meeting. The matter was referred to the Property WP for consideration and recommendation.

02/009 Town Signs – The Mayor volunteered to contact the HGTA and obtain coloured copies of the crests for the twin towns for inclusion on the new town signs.

02/013 Bench for The Causeway – The order for the “2002” bench had been placed and delivery was expected in the week starting 1 April 2002.

02/017 CORRESPONDENCE

The correspondence listed at [Appendix A](#) not covered by the WP reports was addressed:

The Council noted the concerns expressed by Dr Middlemiss about the proposal to change the town sign on the B1043. The Town Clerk was to reply recognising the sensitivity of the issue and suggesting that if the sign was changed, Dr Middlemiss might like to keep the original or have it donated to the Godmanchester Museum.

The Council noted the offer from the GMC Football & Sports Association Trust to have a system of joint administration for JF. They also noted that the Town Clerk had written to decline the offer on behalf of the Town Council.

The Mayor reported that he had passed the letters from Huntingdon Garden & Leisure explaining their Jubilee promotions to the Community Association.

The Council noted the application from the Godmanchester Senior Citizens Club (SSC) for the renewal of the lease on the Town Hall. The Town Clerk had acknowledged receipt of the application and had invited the SSC to suggest what alterations were needed to the original lease to reflect the changes that had occurred in the previous 30 years. The matter was referred to the Finance WP.

The Council noted the latest NALC paper on the National Training Strategy. The Town Clerk observed that he was receiving a large number of papers direct from NALC and said that he was concerned that CALC was being missed out of the chain of information flow. A particular example was the offer from NALC to sell books on the new “Lighter Touch” audit procedures direct to the Town Council. CALC were unaware of this and had ordered several hundred copies of the book to sell to members at a “member’s” price. The Town Clerk had advised CALC of the conflict.

The Mayor reported that he had passed the letter from SSAFA explaining its offer to participate in Golden Jubilee celebrations to the Community Association.

The Town Clerk was to send a copy of the Doorstep Greens grant scheme to the chair of each WP.

The Council noted the letter of thanks from the Baptist Church for the recent award of a grant.

02/018 ACCOUNTS

The accounts set out in Appendix B were APPROVED.

The Town Clerk reported that the bill for £10,000 for Phase 1 of the Church walls, gates and railings project had arrived just before the meeting. He asked that the Council agreed to the cheque being signed and the details added to Annex B after the meeting. AGREED

02/019 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix C were considered. The Town Clerk was to advise HDC of the Council’s recommendations.

02/020 WORKING PARTY (WP) REPORTS

Finance. The WP had not met. The next meeting would be at 8 pm on Monday, 15 April 2002 at 4 Crowhill.

Recreation and Amenities. On behalf of Councillor SPENCER, the Town Clerk reported that Wicksteed Leisure had carried out the quarterly technical inspection of the play-areas

and had recommended minor repairs at a total cost of £177.50 plus carriage and VAT. He asked for approval to instruct Wicksteed to carry out the work. APPROVED.

Environment. Councillor COMBEN apologised for his recent non-attendance at Council meetings and for not holding a WP meeting due to pressure of work in London. The Mayor said that he understood.

A verbal estimate for the hard pruning of the shrub roses on Devana Park had been received from Fergusons. The work would take 24 man-hours at a cost of £14 per hour. Councillor COMBEN recommended that it be accepted. AGREED.

Councillor COMBEN had noted the letter from CCC about road signs on the B1043 and asked the Town Clerk to seek clarification of the terms used and the mathematics.

The next meeting of the WP would be on Monday, 15 April 2002 at 4 Crowhill after the Finance WP

Property. The Town Clerk confirmed that work on the Church walls, gates and railings would start on 2 April 2002.

Cemetery. Council COHEN reported that Zurich Insurance had offered to provide a document that provided information on the risks of looking after a cemetery and/or carry out a full risk assessment on site. The document was priced at £90 and the assessment would attract an unspecified fee. Before deciding on what action to take, the Town Clerk was to seek advice from CALC and Huntingdon Town Council to see what other advice / documents might be available.

Councillor COHEN had considered the Town Clerk's draft letter to next-of-kin and recommended that it was sent out before the end of April 2002. AGREED.

The Town Clerk was to draft a notice to appear in the local press announcing the fact the Godmanchester Town Council had taken over the administration of the cemetery and explaining the effects of its restoration to a fully lawned status.

The next meeting of the WP would be on Monday, 15 April 2002 at 4 Crowhill after the Environment WP.

Judith's Field. The WP had met on 6 March 2002 and had made the following recommendations:

The Senior football teams should be asked to relocate to Bearscroft no later than 31 May 2002. After that date they would no longer have the use of the changing rooms and toilets but the pitch would be available at a fixed rate per game. The Seniors were to be asked to clear all their equipment from the outside storage rooms and remove everything from the kitchen / bar in the main hall. AGREED. The kitchen area could then be rebuilt.

The Junior teams, who would continue to use the facilities, should be reminded of the need to clear up after each game. AGREED.

Extractor fans should be fitted in each of the toilet areas. AGREED. The sum of up to £300 was APPROVED for the work.

Bulkhead lights should be fitted on the veranda to replace the ceiling lights that were being continually vandalised. AGREED. The Town Clerk was to investigate the cost.

Internal decoration of the hall, entrance foyer and toilets should be carried out after the Seniors had left and the internal structural work had been completed. AGREED.

The next meeting of the WP would be at 8 pm on Wednesday, 3 April 2002 at JF.

Other Representative Groups.

CALC/NALC There was no NALC/CALC report

Twinning Association The Mayor reported that a meeting had been held on 20 March 2002. An informal approach had been made about the possibility of Godmanchester providing a lunch for the Wertheim Hornblowers on Sunday, 28 April 2002 after their performance at the Parish Church. This was APPROVED in principle and the sum of £400 was earmarked to provide food and drinks for the guests. Hosts would pay for their own meals. There was some debate about the best venue with the preferred choices being either a pub lunch or a “Bellmans Buffet” in the QES or Town Hall. The Mayor volunteered to investigate the pros and cons of each option but said that he would not be able to attend on the day due to another Mayoral commitment. Councillor Mrs TYLER volunteered to host the event if she was free.

ANY OTHER BUSINESS

The Council had been invited to comment on the proposed lighting schemes for The Causeway. After a lively and animated discussion it was AGREED that the preferred option was the rectangular design with the “supporting chain”. The Town Clerk was to advise HDC accordingly. The colour of the lamp standards was important and the Town Clerk was to discover what colours and finishes were available. An inconspicuous finish was thought to be best.

Councillor COHEN reported that he had investigated the possibility of having an ATM installed in Godmanchester and suggested that the inquiry be placed on a more formal basis. AGREED. The Town Clerk was to contact The Abbey National for more details.

THE NEXT COUNCIL MEETING WILL BE HELD ON 18 APRIL 2002.

The meeting ended 9.53 pm Town Mayor