

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 17th MARCH 2011

PRESENT: A WELTON: Town Mayor
Councillors: Mrs S WORTHINGTON (Deputy Mayor), D BROWN, R BUTCHER, Mrs J FLETCHER,
CLLR HYAMS, Ms J MACLEOD, A MARTIN, Ms D MIDDLETON, N PAULEY, C
RICHARDSON, D TAYLOR, N WELLS, G WILSON, Mrs S WILSON,

Town Clerk: Mrs M LIDDIARD
Mace Bearer: Mr F Carter

2 members of the public were in attendance

ACTION

11/034 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR VANE PERCY: holiday
CLLR MRS HULL: absent

11/035 DECLARATIONS OF INTEREST:

CLLR Ms MIDDLETON: Items relating to Wood Green as friend is employed there.
CLLR RICHARDSON: planning application relating to Roman Way due to home
address. CLLR BROWN: item relating to framing Town Council photographs as had
submitted quote for this work. CLLR WILSON: items relating to Flood Alleviation
Scheme as he is an employee of EA, planning application relating to 6 Ferndown as
applicant known to him. CLLR Mrs WILSON: husband employed by EA. CLLR
HYAMS: item relating to boiler quotes as one quote supplied by his neighbour. CLLR
TAYLOR: Planning application relating to 6 Ferndown as applicant known to him.

11/036 MINUTES OF PREVIOUS MEETING

Following an amendment to a miscellaneous item to reflect CLLR Ms MIDDLETON had
advised the deadline for receipt of MUGA Tenders by email rather than in person, the
Minutes of the meeting held on 17th February 2011 were duly APPROVED and signed as
a complete and accurate record. The Minutes of the extra ordinary meeting held on 22nd
February were duly APPROVED and signed as a complete and accurate record.

11/037 PUBLIC PARTICIPATION SESSION:

THE MAYOR drew the numbers for the 800 club monthly draw.

11/038 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR advised he had represented the town on 9 occasions since the last meeting.
THE MAYOR confirmed a litter pick would take place on Saturday 16th April, meeting at
the Town Hall at 10am.

All Cllrs

THE MAYOR advised nomination forms for MAYOR and DEPUTY MAYOR had been
given to all Cllrs. Forms should be returned to the Town Clerk by 1pm on Wednesday
13th April.

All Cllrs

THE MAYOR reminded all Cllrs that new Town Council photographs would be taken on
28th March. He thanked all Cllrs for making time to have this done. It was AGREED a
framed copy of the photographs would be placed in the Town Hall. CLLR BROWN
submitted a quote in the sum of £61.80 for provision of frame and mount, which was
APPROVED.

All Cllrs

Town Clerk

THE MAYOR thanked Cllrs for providing written reports in advance of Town Council
meetings and confirmed these reports would be included as appendices in the full minutes

with effect from this meeting. Cllrs were reminded that any personal or sensitive information should not be included in the reports.

THE MAYOR advised that following the recent attendance by Dyno-rod at Judith's Field it was necessary to replace two of the manhole covers to prevent further vandalism. These had been ordered and would be installed shortly.

Town Clerk

11/039 TOWN CLERK'S REPORT ON MATTERS ARISING:

An updated schedule of outstanding matters was presented to the Town Council. Articles for the newsletter were needed by 1st April.

All Cllrs

11/040 PLANNING APPLICATIONS AND CORRESPONDENCE

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

Town Clerk

11/041 CORRESPONDENCE

THE MAYOR confirmed CPALC had evaluated the pay scale point for the Town Clerk/RFO's role and confirmed that the suggested pay scale point should be LC2 36. The Town Clerk is currently paid at LC2 35.

THE MAYOR advised a problem had arisen with Barclays providing on line banking access to Town Council accounts to Cllr Hyams, who had not requested this access. It was AGREED that alternative banking arrangements were needed, but in the meantime the Town Clerk would ensure the bank mandate was updated.

Town Clerk

CLLR MARTIN volunteered to become a Highways Warden on behalf of the Town Council. He would report back to advise exactly what the role would entail.

Cllr Martin

CCC had responded to our request for an inclusive 20mph speed limit stating they could not justify implementing 20mph speed limits on the roads in Godmanchester. A copy of the letter would be passed to all Cllrs for their information.

Town Clerk

Cllr Hyams arrived at 8.22pm

CLLR MRS WILSON was following up complaints from residents relating to parking issues in Church Place and The Causeway.

Cllr S Wilson

CLLR MRS WORTHINGTON advised correspondence from one of the remaining trustees of the Non Conformist Burial Ground had confirmed their intention to wind up the trust and pass ownership and responsibility to the Town Council. CLLR MRS WORTHINGTON confirmed we would need advice from Leeds Day Solicitors as to how we should now proceed.

Cllr Worthington

CLLR MRS WORTHINGTON confirmed the correspondence from the Land Registry relating to 9 The Avenue was notice to an adjoining owner of an application for registration of a person in adverse possession. The Town Council had no comments.

CLLR HYAMS advised that as the Flood Alleviation Scheme had been put on hold for the time being, it was likely that the Town Council would be approached to fund provision of the Town Sign for 2012. Previously the EA had agreed to meet the costs for provision and installation.

11/042 FINANCIAL/ACCOUNTS

11/042.1 The list of payments to be made in Appendix B was approved. Approval was given for the increased payment for one off cleaning at Judith's Field, previously

estimated and approved up to £60.

11/042.2 Councillors received a copy of monthly salary information, the Petty Cash Reconciliation for the period to 17th March 2011, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation as verified by THE MAYOR.

11/042.3 It was AGREED that the swings in the play area on Queen's Walk on the Recreation Ground would be removed with immediate effect at a cost of £30. It was AGREED that up to £2500 could be spent on replacing the swings.

Town Clerk

11/043 DRAFT CONTENT OF ANNUAL REPORT

The draft content of the Annual Report was APPROVED.

11/044 WORKING PARTY REPORTS

11/044.1 There were some issues relating to the management of the toilets and frequency of cleaning. Town Clerk was dealing with these issues. A property working party would be arranged to discuss progress on damp in QES and to discuss possible refurbishment of the Judith's Field building.

Town Clerk
Cllr Worthington

11/044.2 A report from the recent open meeting was provided for all Cllrs.

11/044.3 A report on Judith's Field Play Facilities was presented to all Cllrs. Cllr Ms Middleton confirmed 6 companies had been approached to tender for provision of a MUGA. 5 tenders had been received. It had not been possible to present a thorough comparison but it this would be presented at the next meeting. It was proposed and AGREED that up to £150 could be spent to replace damaged plants in the fleur de lis planter at Judith's Field.

Cllr S Wilson

11/045 PUBLIC BODIES(ADMISSION TO MEETINGS) ACT 1960: EXCLUSION OF THE PRESS AND PUBLIC.

As no members of the public remained, it was not necessary to formally exclude members of the press and public.

11/046 TENDERS RECEIVED IN RESPECT OF PROPOSED MUGA

This item would be deferred until the next meeting.

Cllr Middleton

11/047 TENDERS RECEIVED IN RESPECT OF TREE SURGERY

It was AGREED that the contract be awarded to K Fergusons Ltd in the sum of £2960.

Town Clerk

11/048 QUOTATIONS RECEIVED FOR REPLACEMENT BOILER: JUDITH'S FIELD

It was AGREED that further information and costs would be sought from two of the companies as the third company had provided costs for additional works. This would be considered at the next Town Council meeting.

Town Clerk

11/049 REPORT FROM PERSONNEL WORKING PARTY

It was AGREED that a further working party meeting would take place to discuss contracts and particulars of employment in more detail. A further report and recommendations would be considered at the next Town Council meeting. It was AGREED that Cllrs would undertake checks on the cleanliness of Judith's Field on an ad hoc basis.

Cllr Fletcher

All Cllrs

It was AGREED that additional cleaning would be carried out at Judith's Field on a fortnightly basis, by our caretaker, at a cost of £20 per session. This would be for a trial period of 3 months in the first instance.

The rate of pay for Caretaker's would be reviewed at the end of April.

As a small employer, the Town Council will not have to provide access to a pension scheme for its employee's until 2013 when legislation will mean all employers will be obliged to provide access to a pension scheme. CLLR WILSON suggested enquiries should be made with other parishes, CPALC and CCC so that formal recommendations can be made in respect of our employees.

**11/50 PUBLIC BODIES(ADMISSION TO MEETINGS) ACT 1960:
READMITTANCE OF THE PRESS AND PUBLIC**

Not required.

11/051 DISTRICT/COUNTY COUNCIL REPORTS

CLLR WILSON had circulated a report to all Cllrs.
CLLR HYAMS advised that following HDC's decision to withdraw bottle banks from the Bridge Place car park, it had been AGREED that clothing and book banks would be installed instead. These would generate income for the Town Council and it was envisaged it would be similar amounts to that generated from the bottle banks.

MISCELLANEOUS

CLLR HYAMS confirmed he would be attending a meeting with HDC and EA regarding the current position on funding for the Flood Alleviation Scheme.

CLLR TAYLOR requested that a letter of thanks be sent to CPALC following attendance of several Cllrs on an informative and useful Cllr Professional Development Training course.

CLLR MRS WORTHINGTON suggested all Cllrs take care when writing reports for Town Council meetings as confidential or personal information should not be included in the published minutes.

CLLR BROWN asked for any nominations for projects which could be undertaken by the Community Payback Team.

CLLR HYAMS advised he would be setting up a working group to consider protocols for handling email correspondence. All Cllrs invited to take part.

The Town Clerk reminded chairs of working parties that a report for the Annual Town Meeting was required and should be with the Town Clerk by Easter.

It was AGREED that a board on the Vicarage wall, to advertise the Annual Town Meeting would be provided.

**THE NEXT COUNCIL MEETING WILL BE HELD ON THURSDAY 21st APRIL
2011 IN THE TOWN HALL.**

The meeting ended at 11.05pm

Mayor