

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 18th OCTOBER 2012

PRESENT: C VANE PERCY: Town Mayor; D UNDERWOOD: Deputy Mayor;
Councillors: R BUTCHER; M COHEN; Ms L COPPER; R COXHEAD; P GODLEY; Ms L KADIC; P MORGAN; N
PAULEY; D TAYLOR; N WELLS; A WELTON; G WILSON; Mrs S WILSON

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

4 members of the public were in attendance

ACTION

12/145 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR Mrs WORTHINGTON: previous engagement; CLLR Ms MacLEOD: unwell.

12/146 DECLARATIONS OF INTEREST

CLLR WILSON: as employee of Environment Agency, and CLLR Mrs WILSON as wife of an employee of Environment Agency both declared a prejudicial interest in item relating to Flood Alleviation Scheme and a personal interest in the planning application relating to the College of Animal Welfare; CLLR GODLEY, CLLR MORGAN, CLLR PAULEY and CLLR COXHEAD: item relating to Flood Alleviation Scheme; CLLR UNDERWOOD: anything to do with Local Plan; CLLR MORGAN: item relating to petition from West Street residents. CLLR TAYLOR declared an interest in a planning matter as the applicant was known to him.

12/147 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 20th September 2012 were duly APPROVED and signed as a complete and accurate record.

12/148 PRESENTATION FROM PCSOS

PCSO Debbie Thorburn and PCSO Gemma Clark advised the Town Council of the various changes in the neighbourhood team which provided cover for Godmanchester. They confirmed that priority continued to be given to areas where the need was greatest. Current issues in Godmanchester were noted and further action would be taken where appropriate. The PCSOs were thanked for their continued support and for attending the meeting.

12/149 PUBLIC PARTICIPATION SESSION

Mr Hooker raised a question about police attendance at the forthcoming bonfire night event in Godmanchester. The PCSOs would respond to his enquiry directly.

Mr Thackray, on behalf of GMCiB, addressed the Town Council to provide an update on activities which had taken place and those planned. Although work on the Flood Alleviation Scheme would be underway in 2013 the GMCiB group were keen to enter again and Mr Thackray confirmed he would be working closely with Jacksons (Engineers working on the Flood Alleviation Scheme) to ensure the best possible outcome. Mr Thackray confirmed further bulb planting would be taking place and this had been made possible by money raised through the very successful open gardens weekend. The possibility of additional large planters to be located on wide areas of pavement would be explored and Mr Thackray advised that GMCiB would be asking the Town Council to reconsider providing some planting at the War Memorial area in 2014.

Mrs Grice raised a question about Speedwatch. The PCSOs would respond to this enquiry directly.

12/150 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor thanked Cllrs for their support at the Civic Ball, held on Friday 12th October, and the Civic Service held on 14th October. Both events were very successful and the Mayor offered his thanks to the Deputy Mayor in particular for his help in organising the Civic Service. The Bishop of Ely had added greatly to the occasion and the Mayor had sent thanks on behalf of the Town Council.

The Mayor reported that the manorial document had been purchased for £350 plus commission and VAT. It meant with funds from CCC and a donation of £100 from the Godmanchester Porch Museum, there was a shortfall of £150. It was AGREED that the Town Council would contribute up to £150 subject to the Town Clerk's confirmation that it had power to make a payment. 3 Cllrs voted against this proposal.

TOWN CLERK'S NOTE: A payment of £135 to CCC will be made under S137 of the LGA 1972.

Town Clerk

The Mayor reminded all Cllrs that Remembrance Day Services would take place on Sunday 11th November. Details of the services had been provided to all.

All Cllrs

The Mayor confirmed he had represented the town on 8 occasions since the last meeting.

The Mayor took the opportunity to congratulate the Town Clerk, Mrs Madelaine Liddiard, on attending her 100th consecutive meeting.

On behalf of the Town Council the Deputy Mayor asked for thanks to the Mayor and Mayoress to be recorded for their hospitality at the Civic Ball, for all the arrangements which had made the Civic Service such a special event and for all the organisation and preparation which had gone into making the Royal Visit such a wonderful occasion. The Mayor had added great dignity to the proceedings.

12/151 TOWN CLERK'S REPORT ON MATTERS ARISING

CLLR WILSON reported that he had attended a recent meeting chaired by GRAB. A response had been received from the MP Mr D'Janogly and an acknowledgement of our letter had been received from the leader of HDC. Town Clerk would seek a more detailed response from HDC.

Town Clerk

CLLR WILSON advised that the complaint raised by Cllr Hyams (Ward Cllr) had not been resolved and Cllr Hyams was requesting an apology from CLLR WILSON. CLLR WILSON confirmed he was drafting his response but continued to refute the allegations.

CLLR TAYLOR advised he had attended a useful training session regarding internal audit and risk management. The Town Clerk for St Ives had recommended a computer based package to deal with this topic and the Town Clerk would liaise further.

Town Clerk

12/152 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 12/152 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

12/152.1 The matter of the fence between Roman Way and Judith's Field was discussed. Although planning permission had been refused the fence had not been taken down yet. Town Clerk would write for a further update.

Town Clerk

12/153 CORRESPONDENCE

CLLR BUTCHER advised that the report on the work required to trees on the recreation ground had been received. 13 trees required work before next spring with 7 requiring work within the next 3 months. It was AGREED that a tender would be prepared for the work required on the 13 trees and that the remaining agreed budget for tree surgery would be used. CLLR BUTCHER would liaise with Town Clerk regarding the tender document.

Cllr Butcher/
Town Clerk

CLLR COXHEAD confirmed the latest report on CCTV activity had been forwarded to all Cllrs.

12/154 FINANCIAL AND ACCOUNTS

12/154.1 The list of payments to be made in Appendix 12/154.1 was APPROVED.

12/154.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 18th October 2012, a copy of salary payments, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation as verified by THE MAYOR and a copy of the quarterly bank reconciliation which were noted.

12/154.3 A report from CLLR COXHEAD on Financial performance was received and noted.

12/155 QUEEN ELIZABETH SCHOOL REPAIRS

CLLR WELTON presented a report which was noted. CLLR WELTON confirmed he had arranged to meet with Mr Stokes (Architect responsible for the previous refurbishment of the QES) in the coming week and further confirmed that further investigations would need to be undertaken on under-floor pipework which appeared to be leaking.

12/156 PROVISION OF AN IMPROVED BMX TRACK

CLLR COHEN presented a report which was noted. He confirmed that HDC had considered the clauses attached to S106 funds passed to Godmanchester Town Council in the last financial year, and would be content for any remaining sums to be spent as the Town Council saw fit. Following discussions it was AGREED that consultation with possible users of a BMX track and nearby residents should be undertaken and further costs provided for other items previously reported as per the August Town Council meeting.

Cllr Taylor/
Cllr Cohen

A quotation would be obtained from the Grounds Maintenance contractor for improving the grass path from Judith's Field linking Roman Way. The overgrown hedgerow adjacent to the temporary fence between Judith's Field and Roman Way would be cut back.

Town Clerk

12/157 GROUNDS MAINTENANCE CONTRACT

CLLR BUTCHER presented a report which confirmed the Grounds Maintenance Contract was due for review and renewal by 31 March 2013. A working party would be held to consider all areas of grounds maintenance.

Cllr Butcher

12/158 TRANSPORT

CLLR PAULEY presented a report on transport issues and the Market Town Strategy the contents of which were noted. It was AGREED to invite representatives from CCC to the November Town Council meeting to discuss the Town Council's aspirations and receive CCC's views.

Town Clerk

The petition from West Street was discussed and it was noted that it would be discussed at the forthcoming CCC AJC meeting on 22 October. CCC do not have funds available to support the requests for a weight limit on West Street and enforcement of a 20mph speed limit, made by those signing the petition and the Town Council can only make a contribution towards an approved scheme.

12/159 FLOOD ALLEVIATION SCHEME

CLLR WILSON and CLLR Mrs WILSON left the room

CLLR WELLS presented a report which was noted. With regards non-essential works, it was AGREED that the Town Council could not justify expenditure either in this financial year or the next on non-essential works given the financial demands from other key areas of the Town Council's budget.

It was AGREED that the Town Council would prefer that any funds available for non-essential works should be used to improve the area at the Mill Sluice rather than the southern end of

The Causeway. CLLR WELLS understood that approximately £67k, as part of the overall fund for the FAS, could be available for outlay on items listed as non-essential works and the possible costs involved for each item was discussed. It was AGREED that the priorities recommended by CLLR WELLS in the report would be put forward to the Environment Agency for their consideration.

Clr Wells/
Town Clerk

CLLR WILSON and CLLR Mrs WILSON rejoined the meeting

12/160 PERSONNEL

The Town Clerk was asked to leave the meeting.

CLLR UNDERWOOD presented a report which was discussed. The recommendations were APPROVED.

The Town Clerk re-joined the meeting.

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 25th OCTOBER 2012 IN THE TOWN HALL

The meeting ended at 10.30pm

Mayor

Full copies of reports mentioned in the text above may be viewed in the Town Office.

GODMANCHESTER TOWN COUNCIL

OUTSTANDING ACTIONS LIS

AS AT 18 OCTOBER 2012

MATTERS ARISING FROM MEETING HELD ON 20 SEPTEMBER 2012

MATTER ARISING	CURRENT POSITION	
Petition re speed limit in West Street	To be considered as part of H&GMTS	NP
Cllr Professional Dev Training	Proposal to be submitted by Cllr Underwood	DU
Huntingdonshire Local Plan	Response to be drafted by Cllr Copper	LC
Tree survey and remedial work	Proposal to be submitted by Cllr Butcher	RB
Anglia in Bloom, Gold Award signage	Costs and proposal to be put forward by Cllr Butcher	RB
Pension Scheme for GMCTC eligible staff	Further information to be obtained	DU/SW

MATTERS ARISING FROM PREVIOUS MEETINGS

	MATTER ARISING	CURRENT POSITION	
	Judith's Field Play Facilities	Cllr Taylor & Cllr Cohen to investigate costs of possible improvements	CLLR DT/MC
	Houghton & Wyton Neighbourhood Plan	Cllr Copper to make contact and progress matter	LC
UPDATED	Huntingdon & Godmanchester Market Town Strategy	Report to be submitted to October TC meeting	NP
UPDATED	Bearcroft Farm /UDF	TC have responded to outline planning application and draft UDF. GRAB have met with TC and have presented petition to HDC. Further update to be presented at October TC meeting	GW
UPDATED	Roman Way access	Report to be submitted to October TC meeting.	Swi
UPDATED	Funding for FAS	Report to be submitted to October TC meeting	NW
	H&S working party	Further work on H&S documents to be progressed by new Council	DT
UPDATED	Personnel	Report to be submitted to October TC meeting	DU
	Review of Asset Register	To be updated. Town Clerk together with Cllr Morgan to progress	RC/PM
	Jack & Jill Nursery: Rental Agreement	Awaiting information re occupation agreement from J&J.	RC
	Judith's Field building redevelopment/refurbishment	Update was provided to September TC meeting	RC
	QES Chimney	Repairs to be undertaken at same time as main remedial work	AW
UPDATED	QES water ingress	Report to be submitted to October TC meeting	AW
	Ownership of Town Council land	SW to progress with assistance from Leeds Day as necessary.	Swo

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 18TH OCTOBER 2012****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1201433FUL	Change of use to (B1) Business and (D1) Educational use with ancillary veterinary sub branch (Sui Generis) pet grooming: Headland House, Chord Business Park: RECOMMEND APPROVAL
1201383LBC	Demolition of outbuilding: 8 Post Street: RECOMMEND APPROVAL
1201388LBC	Internal alterations to form 12 flats/bedsits: 5 Bridge Place: RECOMMEND REFUSAL - concerns regarding inadequate parking provision for this site.

CORRESPONDENCE

HDC

Unauthorised fence at end of path between 59-61 Roman Way

CORRESPONDENCE

Mayor

High Sheriff of Cambridgeshire
Equerry to Duke of Gloucester
Mayor of Peterborough
Mayor of Peterborough
Huntingdon Town Council
Sandy Town Council

Thank you re Royal visit
Thank you re Royal visit
Masquerade Ball
Night at the Races
Celebratory awards lunch
Christmas Lights appeal

Cllr Butcher

Global Tree Solutions

Survey/report on trees

Cllr Coxhead

HDC
Victim Support

CCTV report (copy to all Cllrs)
Request for grant

Cllr Wilson

J D'Janogly

copy letter to HDC

Copy to all Cllrs

ACCOUNTS PAYABLE - 18TH OCTOBER 2012					
		PAYMENTS			
CHQ	PAID TO	DETAIL	NET	VAT	TOTAL
DD	UW	Line rental/internet	£ 37.72	£ 7.54	£ 45.26
DD	UW	Gas/Electricity	£ 147.03	£ 9.23	£ 156.26
DD	UW	Gas/Electricity/phone line	£ 194.51	£ 16.89	£ 211.40
DD	HDC	Monthly Council Tax	£ 439.00	£ -	£ 439.00
DD	Anglian Water	Monthly charge	£ 33.00	£ -	£ 33.00
DD	Anglian Water	Monthly charge	£ 32.00	£ -	£ 32.00
DD	Virgin	Town Office phone line	£ 27.95	£ 5.59	£ 33.54
DD	BNP Paribas	Photocopier lease	£ 116.27	£ 23.25	£ 139.52
200051	M Liddiard	October salary	£ -	£ -	£ -
200052	D Roffe	October salary	£ -	£ -	£ -
200053	K Walters	October salary	£ -	£ -	£ -
200054	K Askew	October salary	£ -	£ -	£ -
200055	M Chapman	October salary	£ -	£ -	£ -
200056	Inland Revenue	Tax & NI	£ -	£ -	£ -
	TOTAL TAX & NI		£ 3,989.03	£ -	£ 3,989.03
200057	GMC Senior Citizens	contribution towards utilities	£ 190.00	£ -	£ 190.00
200058	St Mary the Virgin GMC PCC	quarterly grass cutting	£ 716.36	£ -	£ 716.36
200059	Global Tree Solutions	Tree survey	£ 1,250.00	£ 250.00	£ 1,500.00
200060	Glasdon Manufacturing	Bench: recreation ground	£ 668.23	£ 133.64	£ 801.87
200061	Smiths Gore	Half yearly allotment rent	£ 375.00	£ -	£ 375.00
200062	Fergusons	Contract costs	£ 1,469.55	£ 293.91	£ 1,763.46
200063	P Irving	Materials for book binding (HRH)	£ 22.00	£ -	£ 22.00
200064	Ken Booth & Co	cleaning materials	£ 64.02	£ 12.80	£ 76.82
200065	CMA	Hire of glasses	£ 26.25	£ 5.25	£ 31.50
200066	J Lanigan	Window cleaning	£ 70.00	£ -	£ 70.00
200067	Cambridge Wine Merchants	Wine: Civic Service	£ 121.51	£ 24.30	£ 145.81
200068	askiT Services Ltd	Antivirus for office	£ 23.28	£ 4.66	£ 27.94
200069	Bellmans	Buffet - Civic Service	£ 550.00	£ 110.00	£ 660.00
200070	Jacowe Joinery	Remedial work - QES	£ 336.25	£ 67.25	£ 403.50
200071	M Liddiard	keys for caretakers - JF	£ 30.00	£ -	£ 30.00
200073	M Liddiard	Stationery - rubber stamps	£ 43.09	£ -	£ 43.09
200074	C Vane Percy	Civic Service costs	£ 85.54	£ -	£ 85.54
200075	CCC	Purchase of Manorial Document	£ 135.00	£ -	£ 135.00
			£ 11,192.59	£ 964.31	£ 12,156.90
PAYMENTS RECEIVED SEPTEMBER 2012					
	QES	Fees	£ 1,155.75		£ 1,155.75
	Judith's Field	Fees	£ 72.00		£ 72.00
	Interest	Fees	£ 2,275.20		£ 2,275.20
	Refunds	Utility Warehouse/123-reg	£ 137.39		£ 137.39
	Precept	Half year payment	£ 71,787.00		£ 71,787.00
	Cemetery	Fees	£ 250.00		£ 250.00
		TOTAL RECEIPTS	£ 75,677.34	£ -	£ 75,677.34