

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 16 JANUARY 2014

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: Mrs WORTHINGTON (Deputy Mayor) M COHEN; Mrs S CONBOY; Ms L COPPER; R COXHEAD; P GODLEY; Ms J MACLEOD; 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

2 members of the public were in attendance

14/001 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

ACTION

CLLR VANE PERCY: unwell; CLLR KADIC: attending meeting at HDC.

14/002 DECLARATIONS OF INTEREST

Nothing additional declared.

14/003 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 12 December 2013 were duly APPROVED and signed as a complete and accurate record.

14/004 PUBLIC PARTICIPATION SESSION

The monthly 800 club draw took place.

14/005 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR confirmed he had represented the Town on 7 occasions since the last Town Council meeting.

THE MAYOR advised he would make a short statement from the Chair in response to a recent flurry of emails. He hoped any personal issues would be taken up outside the meeting.

THE MAYOR said it was clear in his opinion that every Cllr was elected to serve the town and that each member had different ways of doing things for the good things of the town. Godmanchester Town Council had set out to be non-political and therefore Cllrs had a collective responsibility for decisions made and were reminded that following a debate on a matter and subsequent vote, all Cllrs should accept the matter was closed and Cllrs should be prepared to defend and support the Town Council decision.

THE MAYOR stated that he had launched the Facebook page: Godmanchester Living and that Philip Malley was the administrator for the site. THE MAYOR considered it was a useful way of keeping in touch with the town and opinions of residents and provided a way for residents to find out what was going on. All Cllrs were reminded that when posting anything on this site or other sites, they should remember that although writing as an individual, they would also be known as a Cllr and they should be careful not to express personal views which opposed the views stated and recorded by the Town Council. Once something was posted on a social media site the comment was open to widespread viewing.

THE MAYOR reminded Cllrs that emails were a good way of distributing information, but were not the best forum for robust discussion. Any topic requiring debate, discussion and decision should be brought to the full Town Council meetings where such discussions would take place in public and the collective voted for outcome recorded in Town Council minutes. For the good of the Town Council, Cllrs were asked to refrain from lengthy or personal discussions on any matter, by email.

All Cllrs

THE MAYOR said that in terms of our professionalism, the Town Council would from time to time need to engage appropriate outside professionals to provide advice and the Town Clerk should be involved as Proper Officer.

THE MAYOR concluded by stating each Cllr had a significant contribution to make to the future of the town and hoped that all would work together to achieve this common goal.

14/006 TOWN CLERK'S REPORT ON MATTERS ARISING

A report on matters arising was received and noted.

CLLR WELTON confirmed that the internal redecoration of the QES was planned for Spring 2014. As previously reported, a quote had been received to provide a French drain around the QES. This would be discussed with HDC's Conservation Officer and CLLR WELTON would report back in February.

Cllr Welton

THE MAYOR advised he had received letters from 2 former Town Mayors who had questioned the decision made by the Town Council to withdraw from the H>A. THE MAYOR confirmed he had not received a response from either H>A or Huntingdon Town Council and the open Town Meeting would take place on 30 January which would provide an opportunity for Godmanchester residents to express their views on Twinning. THE MAYOR confirmed he had received an email from Gubbio, stating they would be happy to work with Godmanchester as a separate entity.

THE MAYOR provided a brief update on awarding the Freedom of Godmanchester. He stated the first awards would be made at the Annual Town Meeting in May 2014.

THE MAYOR suggested a leaflet would be distributed to all households inviting residents to nominate people who had given lengthy service to the town. This would facilitate a wide consultation and criteria would be made simple. A panel comprising Church Leaders, Chair of the Community Association, Cllrs and former Cllrs would draw up a shortlist and make recommendations to the full Town Council in March. It was envisaged that 3 residents would be awarded the Freedom of Godmanchester in a year and they would be presented with a scroll at the Annual Town Meeting.

THE MAYOR confirmed he had written to the Senior Citizens Club with a formal request to use additional space in the Town Hall for Town Council staff office accommodation.

14/007 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 14/007 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

The application from Openreach to site a DSLAM cabinet on land adjacent to the War Memorial was considered and discussed. The Town Council confirmed they supported the provision of faster broadband but that further discussions were held regarding the location of the cabinet. Town Clerk would arrange an on-site meeting.

Town Clerk

14/008 CORRESPONDENCE

CLLR COHEN confirmed our bid for a Minor Improvement Bid to improve the area in Betts Close used for parking had been received by CCC. CLLR COHEN had attended a meeting and answered questions on our application. The Town Council await the outcome.

CLLR COHEN confirmed a proposal would be put to the Town Council next month from GMCiB regarding suggested location for additional trees.

CLlr Cohen

14/009 FINANCIAL AND ACCOUNTS

14/009.1 The list of payments to be made in Appendix 14/009.1 was APPROVED.

14/009.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 16 January 2014, a copy of salary payments, 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 copy of the quarterly bank reconciliation which were noted.

CLLR CONBOY confirmed a report on S106 agreements and Neighbourhood or Community Plans would be put before the Town Council at the next Town Council meeting.

CLlr Conboy

14/010 CCTV

CLLR COXHEAD AND CLLR GODLEY presented a report which was received and noted.

Following discussion it was AGREED that additional information was needed and the matter would be discussed again at the next Town Council meeting. CLLR COXHEAD would attend a CCTV partner's meeting at HDC at the end of January and circulate information to all Cllrs.

CLlr Coxhead/
CLlr Godley

14/011 PARISH COUNCIL CONFERENCE

CLLR COXHEAD AND CLLR GODLEY presented a report which was received and noted.

14/012 CAPALC

CLLR WELLS presented a report and additional notes which were received and noted.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC: It was resolved that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public were excluded from the meeting.

14/013 PERSONNEL

It was noted and AGREED that Mark Newman had been appointed as Assistant to the Town Clerk on a fixed term 6 month contract.

The contents of the Personnel report presented was received and noted.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC. It was resolved that the confidential business having been concluded, the Press and Public were re-admitted to the meeting

14/014 QUEENS WALK FOOTPATH

CLLR G WILSON AND CLLR S WILSON left at 20.53

The condition of the surface of the footpath from the Mill Yard Car Park to the main sluice opposite the Causeway was discussed. Due to the number, size and weight of vehicles accessing the Recreation Ground, in particular the heavy machinery used during the

building of the Flood Alleviation Scheme, damage has been noted which needs urgent attention and repair.

Jacksons have made some temporary repairs to the surface and have stated they will return in Spring to undertake further work, but have also stated they do not consider they are responsible for the full extent of repairs, as the path was in a poor condition before their work started. The Town Clerk confirmed she had been in touch with CCC, EA, and Jacksons and proposed holding an on-site meeting with all interested parties to ensure appropriate repairs were undertaken.

Town Clerk

The Town Clerk advised that following recent high river levels, rain water had been trapped around the Town Hall in the walkway area unable to escape through the weep holes which were covered by the river. When the river level dropped, the rain water drained away immediately, however, Atkins and Jacksons had been alerted to the problem and asked to find a solution so that this could be avoided in future. The Town Clerk would continue to liaise with Atkins and the EA on this matter.

Town Clerk

THE NEXT TOWN COUNCIL MEETING, WILL BE HELD ON 20 FEBRUARY 2014 IN THE TOWN HALL

The meeting ended at 9.15pm

Mayor

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

GODMANCHESTER TOWN COUNCIL**OUTSTANDING ACTIONS LIST****AS AT 16 JANUARY 2014****MATTERS ARISING FROM MEETING HELD ON 12 DECEMBER 2013**

MATTER ARISING	CURRENT POSITION
Recruitment	Agreed to recruit to position of Town Clerk's Assistant

MATTERS ARISING FROM PREVIOUS MEETINGS

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MATTER ARISING	CURRENT POSITION	
	Repairs to headstones	Further advice to be obtained
UPDATED JAN 2014	Freedom of Godmanchester	working group to be formed. Verbal update to be provided to January TC meeting
UPDATED JAN 2014	Floodlighting for MUGA	Order placed. On site inspection due 21.1.14 Awaiting installation date
	Judith's Field scrubland area	Paper presented to TC meeting in November. TC to contact Highways re A1198 barrier adjacent to JF and place order with Fergusons for clearing of area.
UPDATED JAN 2014	Judith's Field Refurbishment	Work completed to remove asbestos, replace soffits, gutters and fascia. Entrance doors and rear storage cupboard doors to be made and fitted during February half term.
UPDATED JAN 2014	Futures: staffing structure & accommodation	WP formed to discuss issues. Verbal update provided to December TC meeting
	Advice re EA works on Town Hall	Town Clerk to seek advice via HDC to ensure works undertaken adjacent to Town Hall would not cause damage to the building in future. On site meeting with Bidwells 23.9.13. Letter to EA to be drafted.
UPDATED JAN 2014	Twining	Paper presented to November TC meeting. Meeting with HGTA and HTC held on 2.12.13. Public meeting to take place 30.1.14. Further verbal update to January TC meeting
UPDATED JAN 2014	QES Chimney & water ingress	Repairs to chimney pending programme for other external remedial work. Redecoration to be planned for spring 2014. Investigations to be carried out re flow of water from down pipes around building and clearing of gullies where necessary. Quote received re provision of french drain Dec 2013. Agreed to go ahead subject to approval from Conservation Officer.
UPDATED JAN 2014	Ownership of Town Council land	SW to pass all paperwork to Town Clerk. Copleys to be approached to progress this matter.

CLLR

MC

DU

MC/DT

DT/MC

RC

DU

Swo/
AW/
CVP

DU

AW

Swo

denotes no update provided

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 16 JANUARY 2014****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1301943FUL	Remove ivy root and make repairs to brickwork: 1 The Granary Pinfold Lane: RECOMMEND APPROVAL
1301797LBC	Provision of secondary glazing, two velux roof windows to rear, addition of sash window to ground floor: 3-5 Bridge Place: RECOMMEND APPROVAL
1301853LBC	Internal and external alterations and demolition of verandah: 5 Cambridge Street: RECOMMEND APPROVAL
1301852FUL	Internal and external alterations and demolition of verandah: 5 Cambridge Street: RECOMMEND APPROVAL
Openreach	siting of DSLAM cabinet on land adjacent to War Memorial: Park Lane: TOWN CLERK TO LIAISE RE SITING OF DSLAM CABINET
1301730FUL	New canopy enclosure to rear yard warehouse: Revised information received: Co-operative Retail Services Ltd: 32 Cambridge Road21/01/2014 RECOMMEND

CORRESPONDENCE

CORRESPONDENCE

<u>Mayor</u>	HGTA	Future Twinning Programme (copy AW, RC)
<u>Cllr Coxhead</u>	CCC	Cambridgeshire Future Transport (notes From meeting) (copy PG) (e)
	HDC	Parish Conference (event report) (copy PG)(e)
<u>Cllr Taylor</u>	FLP	Quote for equipment (copy MC)
<u>Cllr Welton</u>	S Hawkey Mrs Dooly	Car Parking: Betts Close Betts Close
<u>Cllr Worthington</u>	Bidwells	Request for clarification on terms of Engagement (e) (copy AW, CVP, DU)
<u>Copy to all Cllrs</u>	GMCiB	Street Trees in GMC