

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 15 JANUARY 2015

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: P MORGAN (Deputy Mayor) M COHEN; Mrs S CONBOY; R COXHEAD; P GODLEY; A
McINNES; N PAULEY; D TAYLOR; C VANE PERCY; N WELLS; G WILSON; Mrs S WILSON; Mrs
S WORTHINGTON

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

7 members of the public were in attendance

ACTION

15/001 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR MACLEOD: unwell; CLLR MALLEY: charity fundraising;

15/002 DECLARATIONS OF INTEREST

Nothing declared.

15/003 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 11 December 2014 were duly APPROVED and signed as a complete and accurate record.

15/004 PUBLIC PARTICIPATION SESSION

The monthly draw for the 800 club took place.

Mr Townsend advised he had a planning application in respect of 11 Meadow Way, and he would be happy to answer any questions Cllrs may have.

15/005 PRESENTATION FROM SGT A MURPHY ON POLICE MATTERS IN GODMANCHESTER

Sgt Aaron Murphy and John Carter from the Huntingdon Sector were present to provide the Town Council with an update on matters affecting Godmanchester. The sector covered Huntingdon, Godmanchester, Sawtry and Yaxley. Sgt Murphy said there had been a spike in crime around 18-28 November 2014. Godmanchester had experienced a rise of 22% in the comparable period the year before. Sgt Murphy provided a further breakdown on the types of crime: assault, ABH, criminal damage, thefts from sheds/dwellings/vehicles/other misc. He was pleased to report that 2 men had been charged and 2 remained on bail in respect of thefts.

Sgt Murphy reported that a community safety event would take place on 4 February in the Queen Elizabeth School and School Hill area. This followed on from the cycle marking event held in September 2014 and would be an opportunity for residents to have property marked as a crime prevention measure.

Sgt Murphy also confirmed that speed monitoring equipment would be set up in London Road and The Avenue towards the end of January which would record volume and speed of vehicles. It would be in place for a while and the Town Council would be advised of the statistics in due course.

Cllrs were advised that the Police were also looking at parking issues at the junction of West Street and The Causeway and Sgt Murphy confirmed the Police would be working with the Community Association to ensure a safe Gala weekend.

Cllrs were given the opportunity to ask questions and raised concerns over issues such as the lack of visible presence of Police in Godmanchester, problems reporting incidents through the 101 phone number, ongoing concern about speed of vehicles and associated accidents in West Street/Offord Road, graffiti and anti-social behaviour.

Sgt Murphy was thanked for attending the meeting and for his on-going support for the community.

15/006 PRESENTATION FROM HUNTINGDON & GODMANCHESTER TWINNING ASSOCIATION

Malcolm Lyons, Chairman of Huntingdon & Godmanchester Twinning Association and Graham Buck, Godmanchester resident and member of the Twinning Association attended to give a presentation. The Town Council had signed the Twinning Charters with Salon de Provence, Wertheim, Szentendre and Gubbio. All towns were linked and interconnected to each other. The Twinning Association had been set up by the Huntingdon and Godmanchester Town Councils in the first instance and the Twinning Association had been pleased to promote twinning and cultural awareness of the towns, youth activities and friendships.

Mr Lyons advised the Town Council that the two local secondary schools (Hinchbrooke and St Peter's) put forward young people to take part in Twinning youth activities and the Town Council noted that this was not exclusively for young people from Huntingdon and Godmanchester. Mr Lyons confirmed that no financial support was received or sought from any other parishes whose young people benefitted from Twinning activities.

Cllrs were given the opportunity to raise questions and Mr Lyons was advised that the Town Council supported the principal of Twinning but that it was not clear what the benefits were for the residents of Godmanchester.

15/007 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR wished to publically thank Mr and Mrs Binning, who had spent some time litter picking the length of Silver Street. More than 5 large bags of litter had been collected and the Mayor and Cllrs were grateful to them for their sterling work on behalf of the Town.

THE MAYOR had represented the Town on 5 occasions since the last meeting.

THE MAYOR advised that the Town Council were permitted to co-opt to fill the casual vacancy as Town Councillor. Two residents had expressed interest and they would be invited to attend the next Town Council meeting.

THE MAYOR reported that he would be attending a briefing at USAF Alconbury to be advised on the process which would be followed of running down base and any implications for Godmanchester.

THE MAYOR encouraged all Cllrs to give some thought about the next Mayoral Year which would begin on 21 May. He reminded all present that all Cllrs were entitled to stand for appointment as Deputy Mayor or Mayor. A nomination and seconder was required and Cllrs could nominate themselves. If Cllrs wanted to know more about what was involved they could talk to any of the Cllrs who had previously held office or the Town Clerk. The Mayor and Deputy would be selected at the April Town Council meeting and if more than one candidate stood for each role, votes would be cast by all Cllrs.

All Cllrs

THE MAYOR advised the Town Clerk would be on holiday from 22 January for 10 days. The Deputy Clerk would deal with matters in her absence.

THE MAYOR confirmed the date for the Mayor's Charity Ball had been set for Saturday 21

March at Wood Green. Everyone was invited to attend and the Mayor would be grateful for support from Cllrs.

All Cllrs

THE MAYOR asked that Standing Orders be suspended so that the matter of the future of Hinchingsbrooke Hospital could be discussed briefly and agreement be given for a letter of support for the hospital and its services be sent to the Secretary of State for Health. This was AGREED.

Wording for a letter to the Secretary of State for Health was discussed and AGREED. The letter would be sent the following day.

Town Clerk

Standing Orders were re-instated.

15/008 TOWN CLERK'S REPORT ON MATTERS ARISING

CLLR TAYLOR advised that the repairs to the fence for the children's play area at Queen's Walk had been carried out. Following the recent quarterly inspection of play equipment by FLP one swing in the toddlers play area at Judith's Field was damaged and would be taken out of commission. The Town Clerk would instruct FLP to carry out necessary repairs.

Town Clerk

CLLR COHEN confirmed he had drafted words for a sign to put at the entrance of the Cemetery indicating some memorials were unsafe. The Town Clerk was also investigating small signs to fix to memorials.

Cllr Cohen/
Town Clerk

CLLR COHEN advised that following the Town Council's approval to spend up to £3k on fencing between the north end of the shrubland area of Judith's Field and the land to be developed for commercial use as part of the Bearscroft development, further quotes had been received and it was proposed and AGREED to accept the quote from Foster Horticultural Services in the sum of £1695. Town Clerk would place the order.

Town Clerk

15.008.1 CLLR PAULEY confirmed that CLLR COXHEAD had distributed 50 copies of the Transport Vision to local stores, in addition to the electronic version on line.

THE MAYOR asked that in future, when complex reports and papers with multiple recommendations were discussed, that a clear note of each action agreed was recorded.

All Cllrs
Town Clerk

15/009 CORRESPONDENCE

The list of correspondence received was noted.

15/010 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 15/010 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

A meeting would take place at HDC to discuss the Huntingdonshire Local Plan. Members from the Town Council, County Council and District Council would be present. Information would be presented to the Town Council at the February meeting.

15/011 FINANCIAL AND ACCOUNTS

15/011.1 The list of payments to be made in Appendix 15/011.1 was APPROVED. Town Clerk would write to owners of Judith's Field to ask whether they would like full payment for the remainder of the term of the lease in full.

Town Clerk

15/011.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 15 January 2015 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 quarterly bank reconciliation.

15/012 LOCAL PLAN/TRANSPORT PROPOSALS

CLLR G WILSON advised that CCC had agreed a motion he had proposed which would ensure they strengthened their responses on transport matters to District Council's Local Plans. It would mean that CCC should object where the environmental impacts were unacceptable or there was no funding for the schemes needed to deal with increased traffic.

15/013 TOWN HALL ACCOMMODATION/PROPERTY MATTERS

CLLR VANE PERCY reported that following a number of meetings with the Senior Citizens Committee they had presented a list of requests made to the Town Council in order to relinquish use of the Ante Chamber. It was AGREED that the Town Council would discuss the list in more detail and that exclusive use of the Ante Chamber by the Town Council would be pursued. This agreement was made in principle and finer details would need to be resolved. A formal proposal and report would be presented to the Town Council when further negotiations had been carried out.

Property
Portfolio

THE MAYOR thanked CLLR VANE PERCY for his delicate handling of the situation.

CLLR WORTHINGTON presented a report relating to costs for a Portakabin. It was AGREED that in the event of unsuccessful negotiations on use of the Town Hall, the Town Council accepted the costs and proposals put forward by Catfoss in principle. No action would be taken without further Town Council approval.

CLLR VANE PERCY confirmed that the Architect had attended and surveyed the Queen Elizabeth School and a specification of works required was being drawn up.

It was AGREED that the repaired fascia boards at Judith's Field would be painted to match existing fascia boards and new replacement boards would not be required. Town Clerk would liaise with insurers over this matter.

Town Clerk

15/014 NEIGHBOURHOOD PLAN

The report on the Neighbourhood Plan was received and noted. Following discussion it was noted that the Town Council will approve all expenditure and the Town Clerk will provide assurance (financial and standing orders).

It was AGREED that a process of outreach to the community to gather baseline information and evidence would begin.

It was AGREED that an application to Locality for a grant towards the costs of the Neighbourhood Plan would be made.

A draft budget forecast was presented for discussion. The working group welcomed further comments on the budget forecast and an invitation to all Cllrs to attend any future working party meeting was extended.

It was noted that at present the Town (or Deputy) Clerk's time falls within normal working practices and is light touch but that should significant additional time be needed a request would be brought to the Town Council.

It was AGREED, that where available, the principle of applying for grants to support this project would be applied.

Cllrs had been given information about legislation relating to the referendum stage of the process.

15/015 COUNCIL BUSINESS PLAN

This item was carried forward to the next Town Council meeting.

Business
Portfolio

15/016 A14 STATEMENT OF COMMON GROUND

CLLR PAULEY agreed to co-ordinate comments from Cllrs on the Draft Statement of Common Ground in respect of the A14. Town Clerk would forward the response early the following week.

Town Clerk

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.

The Town Clerk and Mace Bearer left the room during discussion of the following item.

15/017 PERSONNEL

A report with recommendations will be presented to the next Town Council meeting.

Business
Portfolio

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

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 19 FEBRUARY 2015 IN THE TOWN HALL

The meeting ended at 22.12pm

Mayor

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

GOMANCHESTER TOWN COUNCIL
OUTSTANDING ACTIONS LIST

Ownership of Town Council land	SW and Town Clerk met with Copleys Feb 2014 who will work towards registering all Town Council land and property. Costs will be in region of £700. Town Clerk had meeting with Copleys 08.05.14. Registration of War Memorial green(s) in progress. Declaration sworn 8.7.14 by Town Clerk. Town Clerk has provided schedule of all outstanding matters to Town Council.
Damage to Fascia Boards at JF	Town Clerk has submitted insurance claim. TC approval to go ahead with repairs. Cycle rack has been moved forward at car park end of building. Town Council to advise on how to progress. Report to Jan 2015 TC meeting
Garden of Remembrance	TC approval to repair damaged wall. Town Clerk has requested quotes from 3 contractors. One quote received. TC gave approval for work to go ahead. Work will start w/c 5.1.15. Town Clerk has advised neighbour in Cambridge Street
ENVIRONMENT PORTFOLIO	
Fencing Queens Walk Play area	Town Clerk has requested quotes from 3 contractors. Report to Nov TC meeting. Approval given for Fergusons to replace one side of fencing at cost of £2k. Work completed Jan 2015
Parking at Betts Close	Town Clerk has submitted LHI Bid. Outcome will be known in February 2015. Panel meeting took place in November, Cllr Pauley attended
Amphitheatre of trees on Recreation Ground	Agreement for working party to be formed to discuss the project in more detail
Queens Walk Footpath	Mayor and Town Clerk met reps from CCC, EA, Jacksons, Atkins. Agreed to work in partnership to ensure repairs carried out to Queen's Walk path. Highways to co-ordinate, Town Clerk has chased for response and update April 2014. Jacksons have carried out repairs to areas they have damaged. Other work not yet in place via CCC. Meeting to be arranged to discuss other repair work. Town Clerk provided verbal update at July & August & September meetings. Environment Portfolio to lead discussions on way forward. Matter discussed at November TC meeting. Approval given to share costs of path repair with CCC and EA up to max of £4k if path repaired between main sluice and Mill Yard car park. On site meeting due end of Jan/early Feb to confirm extent of work.
Judith's Field scrubland area	Agreement to clear debris and treat nettles given at April TC meeting. Report to June, August & September meetings. Fergusons quote to re-seed the area agreed. Approval to repair fencing along A1198 given but deferred until further quotes obtained for fencing between commercial area and JF. Further report October & November TC meeting. Approval given for up to £3k for fencing between commercial area and shrubland. Cllr Cohen and Town Clerk to progress.
BUSINESS PORTFOLIO	
CCTV	Cllr Coxhead, Cllr Godley and Town Clerk met with HDC to consider options for CCTV provision from Town Hall being shared with HDC via their Control room. This matter is on hold until issue of office accommodation has been resolved

UPDATED
JAN 2015

UPDATED
JAN 2015

UPDATED
JAN 2015

GOMANCHESTER TOWN COUNCIL
OUTSTANDING ACTIONS LIST

Tourism	Steering group to be formed. Report to February 2015 TC meeting
Neighbourhood Plan	Working party to scope role & membership of steering group. Report to November TC meeting. Report to Jan 2015 meeting
Transport Vision	Discussed and approved at November Meeting
Judith's Field Redevelopment	Timeline agreed in principle

**UPDATED
JAN 2015**

CORRESPONDENCE

Mayor

Godmanchester	Christmas Market
Fenland	Carol Service
Huntingdon	Sleeping Beauty Production
Huntingdon	Carol Service
Huntingdon	District Council Civic Service of 9 Lessons
Huntingdon	Twinning Christmas dinner
Huntingdon	Luminous Celebration of Christmas
March	Civic Carol Service
Peterborough	Christmas Carol Service
Rushden	Victorian Evening
Rushden	Christmas Carol Concert
Rusden	Queen Tribute Band
Sandy	Carol Service
St Ives	Royal Society for the Blind Christmas lunch
St Ives	Carol Service
St Neots	Carol Concert
A Barrett	Casual vacancy as Cllr
G Campbell	Casual vacancy as Cllr

Finance & Planning Portfolio

Property Portfolio

Senior Citizens member	Response to letter from Town Clerk
Allianz	Insurance claim for JF fascia

Environment Portfolio

Business Portfolio

A Wright	JF development – dog exercise area (e)
L Robinson	Pettit Road parking (e)
S Baldwin	Community Centre (e)
Highways Agency	A14 – drop in event
Anglian Water	Response re Neighbourhood Plan (e)

All Cllrs

HDC	Local Plan seminars
Stakeholder engagement	A14: Statement of Common Ground (agenda item)

(E) denotes correspondence received by e-mail

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 15 JANUARY 2015****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1401953LBC	Proposed replacement rear door and windows: 4 Cambridge Road: RECOMMEND APPROVAL
1401863ADV	Retention of illuminated advertisement: Godmanchester Service Station - Legion Way: RECOMMEND APPROVAL
1401883FUL	Single storey rear extension and loft conversion: 11 Meadow Way: RECOMMEND APPROVAL

CORRESPONDENCE

Harlequin	Pre application consultation request: proposed telecoms upgrade: Harcourt Farm
Houghton & Wyton PC	RAF Wyton Development
HDC	Wyton Meeting (invitation to County Cllr to attend)

