

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD IN THE
QUEEN ELIZABETH SCHOOL ON THURSDAY 18 JUNE 2015

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: P MORGAN (Deputy Mayor) G CAMPBELL; M COHEN; Mrs S CONBOY; R COXHEAD; P
GODLEY; P MALLEY; A McINNES; D TAYLOR; Mrs K SPOWART; G WILSON; Mrs S WILSON;
Mrs S WORTHINGTON;

Deputy Town Clerk: Mr M NEWMAN
Mace Bearer: Mrs M LIDDIARD

1 member of the public was in attendance

ACTION

15/095 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR J MACLEOD; unwell; CLLR N PAULEY; work commitment. CLLR VANE PERCY; Previous Engagement

15/096 DECLARATIONS OF INTEREST

CLLR COHEN; Family member now employed by FLP. CLLR COHEN and CLLR MALLEY declared an interest in the planning application for 10 Silver Street. CLLR CONBOY, CLLR COXHEAD and CLLR MALLEY declared an interest in the planning application for 1 Cambridge Villas.

15/097 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 21 May 2015 were duly APPROVED and signed as a complete and accurate record.

15/098 PUBLIC PARTICIPATION SESSION

The monthly draw for the 800 club took place.

15/099 TOWN MAYOR'S ANNOUNCEMENTS

The MAYOR had represented the Town on 3 occasions.

The MAYOR welcomed CLLR SPOWART to her first Town Council Meeting

The MAYOR reported the TOWN CLERK is on annual leave from 22 June – 26 June and the DEPUTY TOWN CLERK is attending a training day on 24 June. The Town Office will be closed 24 June.

The MAYOR reported the TOWN CLERK is having an operation on 18 July and consideration would be given to assist the TOWN CLERK travelling to the office.

The MAYOR reported the third MAYOR'S garage sale would take place on 18 July.

The MAYOR reported he would be walking from Godmanchester to Greenwich in August and all are welcome to join him on the walk. He requested the logistic support of the Councillors.

All Clrs

The MAYOR reported there would be a Quiz Night on 14 November in the QES.

The MAYOR reported that the Towns flood alleviation project had won the 2014 British Construction Industry Award for outstanding contribution to the UK Construction Industry for sensitive stakeholder management.

15/100 TOWN CLERK'S REPORT ON MATTERS ARISING

The report on matters arising was received and the contents noted.

DEPUTY TOWN CLERK confirmed CLLR CAMPBELL CLLR CONBOY and CLLR SPOWART had changed Portfolio Groups. No other changes had taken place.

DEPUTY TOWN CLERK reported that Fergusons require clear instruction re clearing the Recreation Ground and spraying of nettles following email from ALAN HOOKER.

Environment
Portfolio

CLLR G WILSON reported the litter bin at Judiths Field JF had been damaged.

Deputy Town
Clerk

CLLR MORGAN reported a litter bin on the Recreation Ground had also been damaged.

Deputy Town
Clerk

CLLR S WILSON reported the guttering at JF was damaged.

Deputy Town
Clerk

CLLR MORGAN raised concerns with the tree numbers on the Global Solutions Tree Survey. CLLR COHEN stated the numbers referred to the trees that required attention in the Town. The Council AGREED to work to be carried out by Global Solutions to the cost of £1884+ VAT.

Deputy Town
Clerk

CLLR COXHEAD reported the Council had received support from neighbouring Parishes for improvements to the Guided Bus route. Letter to be written to Whippet Coaches and CCC re the withdrawal of the Number 5 bus.

Deputy Town
Clerk

CLLR CONBOY reported the Recreation Day would take place on 19 September and encouraged all Cllrs to attend and promote the event. Contributions to the Mayors Charities would be collected.

All Cllrs

15/101 CORRESPONDENCE

The list of correspondence received was noted.

15/102 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 15/102 were considered. The Deputy Town Clerk would advise HDC of the Council's recommendations.

Deputy Town
Clerk

CLLR G WILSON attended DMP on 15 June. Changes to A1198 and Bearscroft Design Code were discussed. Changes to A1198 and Bearscroft Design code were approved. The Panel did not approve the re-routing of the A1198. Footpath at junction of A1198 with London Road was considered but agreement was not given. David Wilson Homes would look at feasibility of providing a footpath. Access for sports ground parking via Bearscroft Lane approved. Letter to be written to David Wilson Homes reference the footpath.

Cllr G Wilson

15/103 FINANCIAL AND ACCOUNTS

15/103.1 The list of payments to be made in Appendix 15/060.1 was APPROVED.

15/103.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 18 June, a copy of salary payments, a copy of the budget report on the year to date and a copy of the monthly bank reconciliation approved by the Deputy Mayor.

15/104 FINANCE REPORT HIRE CHARGES JUDITH'S FIELD

CLLR G WILSON presented a report which was received and noted. It was AGREED that the Town Council would not reduce the hire charges to Jack & Jill Pre-School from 1 April 2015. Jack & Jill would be advised any further charges would be considered as part of the Business Planning process for 2016/17.

CLlr Conboy

15/104 DOG FOULING

CLLR TAYLOR presented a report which was received and noted. HDC to be approached for a dog fouling leaflet to be delivered to all addresses in the Town. HDC to be consulted re surveillance signs at Judiths Field. The Council did NOT approve the purchase of a Dog Poo Bag Dispenser.

Deputy Town Clerk

15/106 PLAY EQUIPMENT FOR THE SHRUBLAND AT JUDITH'S FIELD

CLLR TAYLOR presented a report which was received and noted. It was AGREED the contract would be given to Fenland Leisure Products at cost of £22286.50p + VAT. Deputy Town Clerk would write to all contractors.

Deputy Town Clerk

CLLR TAYLOR reported that persons were still gaining access to JF over the fence from A1198. Further consideration would be given to prevent this.

Environment Portfolio

15/107 HEALTH & SAFETY

CLLR TAYLOR presented a verbal report which was received and noted. It was agreed the Council would re-instate the Legionella Inspection at the Town Hall.

Deputy Town Clerk

CLLR CAMPBELL commented on a letter from Godmanchester In Bloom re the Mill Yard Steps. The letter had already been referred to the Environment Portfolio Group and the MAYOR asked for a response as soon as possible.

Environment Portfolio

15/108 PROPERTY REPORT

CLLR CAMPBELL presented a report which was received and noted. CLLR CAMPBELL would withdraw the recommendation to accept the quote from Henry Riley LLP for the preparation of costs for the external items for QES. CLLR CAMPBELL will seek a further quote.

CLlr Campbell

It was AGREED the quote for the external lighting for the QES would be accepted to the cost of £8641.45.

Deputy Town Clerk

15/109 NEIGHBOURHOOD PLAN

CLLR CONBOY presented a report which was received and noted. It was AGREED the contract with Navigus would be signed. It was noted the need to draft a vision statement and develop objectives.

CLlr Mrs Conboy

15/110 COMPLAINTS PROCEDURE

CLLR GODLEY presented a report which was received and noted. It was AGREED to accept the new procedure.

Deputy Town Clerk

15/111 BUSINESS PLAN

CLLR COXHEAD presented a report which was received and noted.

15/112 FINANCIAL SOFTWARE

CLLR GODLEY presented a report which was received and noted. It was AGREED to purchase the financial software from Omega Financial Software at cost of £1981 and three days training, costing £399 per day plus 45p per mile mileage

Deputy Town
Clerk

**THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 16 JULY 2015 IN THE TOWN HALL
STARTING AT 7.30pm**

The meeting ended at 9.25 pm Mayor

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

GOMANCHESTER TOWN COUNCIL
OUTSTANDING ACTIONS LIST

<p>QES: External works: roof gully modification; chimney stack repair; installation of french drain 05/15</p>	<p>Repairs to chimney pending programme for other external remedial work. French drain to be installed around perimeter of building and investigations to be carried out re flow of water from down pipes around building and clearing of gullies where necessary delayed due to illness of appointed contractor. Town Clerk chased contractor for dates. Quote received from roofing specialists. Reports to Nov & Dec TC meetings. Donald Insall instructed to carry out survey of QES to make recommendations. Work on french drain complete. Approval given for Donald Insall to develop proposals for required works. QES survey has taken place and report to Property Portfolio. Budget figure of £25k agreed at April TC meeting. Report to May TC Norman Underwood quote accepted. Exceptional circumstances noted.</p>	<p>Updated June</p>
<p>Improved lighting for School Hill area 05/15</p>	<p>Agreement to proceed with scheme for improved lighting for QES/TH and car park area at a cost of £5k.</p>	
<p>Ownership of Town Council land 03/15</p>	<p>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. TC meeting with Copleys 17.2.15. Further Statutory Declaration sworn March 2015. Verbal update on progress given to TC March 2015</p>	
ENVIRONMENT PORTFOLIO		
<p>Survey of Trees 05/15</p>	<p>Survey of all large trees to be undertaken. Contractor to meet on sites 7.4.15. Further information provided to Environment Portfolio</p>	<p>Updated June</p>
<p>Dispute on position of bench 04/15</p>	<p>Bench on Recreation ground privately owned. Agreed at April TC meeting that bench would be turned round and repaired by TC providing ownership and responsibility passed to Town Council</p>	
<p>Amphitheatre of trees on Recreation Ground 04/15</p>	<p>Agreement for working party to be formed to discuss the project in more detail. Approval at April 2015 TC meeting for design costs of £1k</p>	
<p>Purchase of additional litter bin for JF 05/15</p>	<p>New bin to be purchased and sited at car park at JF. Bin purchased, awaiting fitting.</p>	<p>Updated June</p>
<p>Dog Fouling 03/15</p>	<p>Environment Portfolio to discuss this issue and put forward proposals on how to tackle problem</p>	
BUSINESS PORTFOLIO		
<p>Tourism 04/15</p>	<p>Steering group to be formed. Report to March 2015 TC meeting, verbal update to April TC meeting. Looking at sourcing Town Map. WP meeting 20th July</p>	<p>Updated June</p>
<p>Neighbourhood Plan 05/15</p>	<p>Working party to scope role & membership of steering group. Report to November & Jan TC meetings. Verbal update to Feb & March meetings. NP area now designated. Update provided to April TC meeting</p>	
<p>Judith's Field Redevelopment 03/15</p>	<p>Timeline agreed in principle. Report to February TC meeting. Agreed to seek legal advice re terms of lease. Not required as lease clear.</p>	
<p>Council Business Plan 04/15</p>	<p>Agreed to present the plan to the Annual Town Meeting in May. All Cllrs to contribute to development of the plan. Plan approved at April TC meeting.</p>	

GOMANCHESTER TOWN COUNCIL
OUTSTANDING ACTIONS LIST

Transport matters: 03/15	Letters to neighbouring parishes to seek support in improving guided busway services
Disabled parking space 04/15	Town Clerk to ask for repainting of space at One Stop. CCC to be asked to carry out audit of parking provision in GMC. Town Clerk has written to CCC re parking audit.
Designating Godmanchester as a "post" town 04/15	Business/Tourism group to liaise with Canon Jonathan Young in first instance

Updated June

CORRESPONDENCE

Mayor

Godmanchester	Bomber Command
Cambridge County Council	National Beacon Lighting for VE Day
Ely Town Council	Charity Speaker Event
Huntingdon Town Council	Nation Beacon Lighting for VE day
Huntingdon Town Council	Mad Hatters Tea Party
Huntingdon Town Council	Mayor Making Ceremony
Royal Society of St George	AGM
St Ives Town Council	Mayor Making Ceremony
1 ST GM Scouts	Charity fundraising Presentation

Finance & Planning Portfolio

Property Portfolio

Moore Electrical	Quote for lighting works on School Hill
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Environment Portfolio

Fergusons	Additional work Recreation Ground/Cemetery/Buttermel Meadow
Global Tree Solutions Ltd	Arboricultural Survey

Business Portfolio

Planning Inspectorate	Procedural decision and examination timetable
Pensions Regulator	Staging Date

Copy to all Cllrs

HDC -CCTV Service Report for May 2015
Luminous – Supporting Local Communities
CCC – Consultation on the revision of Cambs. Strategy for Flood Risk
Tower Transit – Whippet Timetable

(E) denotes correspondence received by e-mail

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 18 JUNE 2015****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
15/00831/LBC	Removing cracked concrete part of one external wall and replace with suitable lime plaster, make good superficial cracks in gable wall, repair lower part of three windows and window sills without altering appearance and installation of one flue inner: 10 Silver Street Godmanchester RECOMMEND APPROVAL - appropriate updating and improvements to listed buildings
15/00775/HHFUL	Installation of external wall insulation on to the front and rear of the property: 1 Cambridge Villas Godmanchester RECOMMEND REFUSAL - 1. The planning application is inadequate. Addresses incorrect. The 16 page detailed document on the portal relates to another property. The before and after photographs show a rendered building and the property in question is brick We have no site plan showing exactly which faces of the building are to be insulated. This is a semi detached property and we have no details of how the join to the adjoining property will be managed We have no detail of how the sign " Cambridge Villas" on the front of the building straddling the 2 properties will be retained. 2 2. Using the information given We believe this will have a detrimental effect on the local street scene. The property site at the end of a terrace of similar terraces in a prominent site at the entrance to Godmanchester. We believe this is inappropriate development to a semi-detached property. It will be visually very odd with 2 Cambridge Villas remaining brick, and 1 Cambridge Villas becoming rendered. We believe it will have a negative effect on 2 Cambridge Villas in terms of appearance and value. We wish to see the sign on the front of the building straddling the 2 properties "Cambridge Villas" retained as it is, at it is characterful. There are no details given.
15/00864/TREE	Felling and removal of a Lime: The Island west of Post Street Godmanchester UNABLE TO MAKE RECOMMENDATION - planning application lacks clarity and provides inadequate and confusing information
15/00918/HHFUL	Two storey rear extension - 64 Crowhill Godmanchester RECOMMEND APPROVAL - similar to other extensions locally. Minimal impact on neighbours

CORRESPONDENCE

L Craig	Not of meeting between HDC and Representatives of 14 Local Parish Councils
CCC/WSP	Proposed Highway Works to the A1198 Godmanchester
HDC	Street Naming & Numbering The Beeches West Street
HDC	Objections to A1198
HDC	A1198 Improvement Works - 15/8006/COND
HDC	DMP Agenda - A1198
HDC	DMP Agenda - Bearscroft
HDC	Street Naming & Numbering Park Lane Touring Caravan Park

