

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 19 JANUARY 2017**

PRESENT: P MORGAN: Town Mayor;
Councillors: Mrs S CONBOY (Deputy Mayor) G CAMPBELL; A HOOKER; D KING; P MALLEY; A McINNES ;
Mrs M RADFORD; Ms K SPOWART; D TAPLIN; C VANE PERCY; G WILSON; Mrs S WILSON;
Mrs S WORTHINGTON; J YOUNG

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

No member of the public were in attendance

THE MAYOR warmly welcomed CLLR ALAN HOOKER to the Town Council.

ACTION

17/001 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR UNDERWOOD: holiday; CLLR MacLEOD: unwell;

17/002 DECLARATIONS OF INTEREST

None declared.

17/003 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 8 December 2016 were duly APPROVED and signed as a complete and accurate record.

17/004 PUBLIC PARTICIPATION SESSION

The monthly draw for the 800 club took place.

17/005 TOWN MAYORS ANNOUNCEMENTS

THE MAYOR reported that Toby Curtis had joined as Facilities Assistant.

THE MAYOR reported that Julie Royle had been appointed as P/T Administration Assistant to work in the Town Office for 10 hours a week. She would start work on 1 February

THE MAYOR had represented the town on 12 occasions since the last meeting. One occasion had been for the presentation of Gold Duke of Edinburgh awards where it had been rewarding to see so many young people reaching gold standard.

17/006 TOWN CLERK'S REPORT ON MATTERS ARISING

The contents of the report on matters arising was noted. It was AGREED to remove items where no further action was likely.

Town Clerk

CLLR G WILSON advised that a response had been received from the CCC surveyor in respect of the condition of the wall between the Primary Academy School and the Non-Conformist Burial Ground. CLLR WORTHINGTON would liaise with CLLR G WILSON to draft a reply.

Cllr Worthington/
Cllr G Wilson

CLLR MALLEY requested the agenda item should be changed to Outstanding Actions. This was AGREED.

Town Clerk

17/006.1 Neighbourhood Plan CLLR CONBOY confirmed that the formal consultation period ended on 18 January although there may still be some late responses. The consultation had been advertised through a sign on the Vicarage wall, through the website

and on GMC Living, and by delivery of leaflets to every household and business in Godmanchester. CLLR CONBOY noted that responses had been received from Carter Jonas and Gladman who had expressed their views in quite strident tones.

17/006.2 Youth Council CLLR CONBOY confirmed there would be a free bike marking event taking place in the Town Hall car park on 28 January. It was being advertised via the website and GMC Living and messages had been sent to the schools. The event was being supported by the police who would hold the records of bikes marked and the event would be free for Godmanchester residents. A small charge to cover the cost of the bike marking kit would be made to non-Godmanchester residents. Help was needed on the day and CLLR SPOWART would co-ordinate volunteers.

All Cllrs/
Cllr Spowart

CLLR CONBOY reported that the Youth Council had met with Sgt Becky Jones and PCSO Shiralee George and had also offered positive contributions to the discussions about the future of the Judith's Field building.

17/007 CORRESPONDENCE

The list of correspondence received was noted.

CLLR CONBOY reported that she had been liaising with Mr Ashworth of Berry Lane and local police regarding the issue of speeding vehicles in West Street. This was being done in her capacity as District Cllr.

HDC had requested a point of contact in Godmanchester for liaison on matters affecting the Ouse Valley Way within our parish. This would be part of a wider network so that all parishes who had any part of the Ouse Valley Way could liaise and coordinate responses in respect of maintenance or any other concerns. Carlie Campbell had volunteered to take on this role and the Town Council were grateful to her for offering to liaise on behalf of Godmanchester. The Town Clerk would confirm arrangements with HDC and Carlie Campbell.

Town Clerk

17/008 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 17/008 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

HDC DMP met on 16 January. The item on 16/01477/FUL (erection of 13 dwellings: Wigmore Farm) deferred from the December DMP meeting was reconsidered. CLLR YOUNG attended on behalf of the Town Council to reiterate the Town Council's views. Following discussion the DMP approved the application. Concern was expressed that the road will not be adopted by CCC as the site was required to have a water permeable road surface which CCC would not adopt. A management company will manage the road.

CLLR CONBOY reported that HDC had called for additional sites to be proposed for consideration in respect of the Local Plan. No date had been set for consideration of any new sites. A technical consultation was due to take place in summer 2017.

Godmanchester Town Council had been asked to propose locations for bus stops on Romans Edge. It was AGREED that without information about bus routes or timetables this was not possible, however, the most obvious location for bus stops would be on the main road through the development. It was AGREED that all bus stops should have Real Time information. The Town Clerk would respond to CCC.

Town Clerk

17/009 FINANCIAL AND ACCOUNTS

17/009.1 The list of payments to be made in Appendix 17/009.1 was APPROVED. The Town Clerk reported that the first contributions to NEST on behalf of two members of staff would be made this month. The two Facilities Assistants had been advised that they have the

Town Clerk

opportunity to join the pension scheme. If both members of staff join at this time, the cost to the Town Council would be £2.16 per month.

CLLR SPOWART arrived at 20.49

17/009.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 19 January, 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 Mayor, and a quarterly bank reconciliation.

17/009.3 It was AGREED to issue a grant to GMC Rovers in the sum of £750. It was AGREED that the Town Clerk would write to Revitalise to advise they had not been successful in their application for a grant but would have the opportunity to re-apply in June 2017.

Town Clerk

17/010 PURCHASE OF LAPTOP AND WEBHOSTING PACKAGE

CLLR SPOWART presented a report the contents of which were noted. It was AGREED to purchase the laptop at the cost of £990.84. It was AGREED to purchase Office 365 email options at a cost of £217.20. It was AGREED to purchase the webhosting gold plus option at a cost of £270 per annum.

Town Clerk

17/011 PROPERTY REPORT

CLLR CAMPBELL presented a report the contents of which were noted.

QES Donald Insall hoped to present the final scheme for approval early in February. It was AGREED to appoint an engineer to inspect the roof void to check the adequacy of the structure to support the ventilation equipment. The Property Portfolio would look at opportunities to apply for grants in relation to the project. It was noted that dates and venues for the Christmas Market and Civic Service may need to be adjusted in line with the project period.

Mill Steps: The Town Clerk had contacted Copleys to discuss the legal position between the EA and Town Council. Further meetings with the EA would be postponed until the position was clarified.

Manorial Rights: A meeting with Dr Jo Sears would take place to discuss manorial rights in respect of land in Godmanchester. It may be possible to apply for a grant for this piece of research, once a cost and extent of the project had been confirmed. CLLR VANE PERCY considered that whilst of historical interest, it would be helpful to seek legal advice on this issue.

Town Clerk

CLLR MALLEY proposed that a Town Council newsletter be prepared as soon as possible to advise residents of the many ongoing projects. The Town Clerk would circulate a suggested list of articles to be provided and CLLR MALLEY would draft the newsletter on receipt of all material.

All Cllrs/
Town Clerk/
Cllr Malley

17/012 ENVIRONMENT REPORT

CLLR CAMPBELL presented a report the contents of which were noted. It was AGREED to instruct Fergusons to remove two tree stumps on the Recreation Ground at a cost of £560. It was AGREED that two memorial trees would be planted following requests from residents. Two suitable locations had been identified and the Town Clerk would write to residents advising of the cost and conditions as laid out in the recently agreed policy. It was AGREED that the steering group for the Amphitheatre of Trees would meet and a formal proposal would be brought to the February Town Council meeting.

Town Clerk

Steering Group
(Amp of trees)

Following a site meeting at Buttermel meadow, a list of actions had been drawn up and passed to the Town Clerk.

Town Clerk

It was AGREED to purchase 3 dog-poo bag dispensers to be located on the Recreation Ground, at Judith's Field and at the back of East Chadley Lane. Dog-poo bags would still be available from the Town Office, but it was hoped the Town Council could move towards supplying dog-poo bags just from dispensers to minimise interruptions in the office.

17/013 LOOKER ENERGY TRUST

CLLR TAPLIN advised the Town Council that the Looker family had created a charitable trust associated with the operation of the wind turbine on their land. The Looker Energy Environmental Fund had the aims of supporting conservation projects to improve the physical environment, and advancing the education of the public in the conservation, protection and improvement of the physical and natural environment. The fund will provide grants to voluntary and community groups within Godmanchester undertaking charitable environmental works. Anyone wishing to apply should contact Cambridgeshire Community Foundation (CCF) to request an application form.

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 following item of business, the Press and Public were excluded from the meeting

17/014 GROUNDS MAINTENANCE CONTRACT

CLLR CAMPBELL presented a report the contents of which were noted. It was AGREED to award the contract in principle to Fergusons, subject to further clarification on a couple of matters. The Town Clerk and CLLR CAMPBELL would meet with Fergusons as soon as possible.

Town Clerk/
Cllr Campbell

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

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 16 FEBRUARY 2017 IN THE TOWN HALL STARTING AT 7.30pm

The meeting ended at 9.55pm

Mayor

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