

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 18 APRIL 2019**

PRESENT: Mrs S CONBOY (Town Mayor)
Councillors: Mrs S WILSON (Deputy Mayor); G CAMPBELL; A HOOKER; R MAHMOOD; P MALLEY; P MORGAN;
Mrs M RADFORD; R TAPLIN; C THOMAS; D UNDERWOOD; G WILSON; Mrs S WORTHINGTON; J
YOUNG; C HYAMS

Town Clerk: MS V PRYCE
Mace Bearer: Mr M WILLIAMS

2 members of the public present

19/047 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Action

CLLR VANE PERCY – PERSONAL
CLLR IRVING – OTHER COMMITMENT

19/048 DECLARATIONS OF INTEREST

The DEPUTY MAYOR had emailed the Clerk prior to the meeting, to request a dispensation for CLLR HOOKER. The Town Clerk agreed that CLLR HOOKER'S association and knowledge of the Community Association made it appropriate for the dispensation to be granted.

CLLR CAMPBELL – matters pertaining to Judiths Field renovation
CLLR HYAMS – matters pertaining to the Community Association

19/049 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 21 March 2019 were duly APPROVED and signed as a complete and accurate record.

19/050 TOWN MAYOR'S ANNOUNCEMENTS

The MAYOR advised that she had had a busy month, having represented the Town on seven occasions. The MAYOR encouraged CLLRS to attend the St Georges Day service being held on the 28th April, and thanked CLLR MORGAN for his help with seating lay out for the service. The MAYOR requested that the Annual Report be circulated as quickly as possible following delivery.

All

19/051 PUBLIC PARTICIPATION SESSION

Mr Blyde spoke on behalf of the Hemingford Action Group. Mr Blyde explained the group had been formed to stop Mick George creating a recycling centre on the old golf course. They are currently circulating an explanatory document to residents of Hemingford Grey and Hemingford Abbots, and asked if the Council would assist them by circulating their leaflet to the Godmanchester residents. The Action Group would like to see the site supported as a community asset, with as many activities available as people would like to do. Mr Blyde also advised that he had had a meeting with Mick George who has advised that they are looking to re-submit their planning application this week.

After debate, the MAYOR proposed that the Action Groups leaflet should be delivered separately from anything that the Council send out to avoid confusion; all were in favour and it was so **resolved**.

On behalf of the Council, the MAYOR thanked CLLR MALLEY for his work on the Annual Report.

The Club 800 draw took place.

19/052 OUTSTANDING ACTIONS

The report on outstanding actions was noted.

CLLR WILSON advised that the repair to the Judith's Field gate onto the A1198 remained outstanding

and he would contact David Wilson Homes.

CLLR Wilson

CLLR UNDERWOOD updated Council on the transfer of the Community Nursery, advising that the District Council were experiencing further complications as they had discovered that they cannot transfer the asset without permission from the Secretary of State. The final transfer to the Godmanchester Town Council should be in the Autumn. The District Council have assured CLLR UNDERWOOD that they are committed to the transfer, and that no expenditure was required from the Town Council until the transfer.

19/053 CORRESPONDENCE

The list of correspondence received was noted.

Highways and Street Lighting survey received – CLLR WILSON will respond on the Council's behalf. CLLR WILSON also advised that the X3 bus service to Cambridge would be continued, but not on Sundays.

CLLR Wilson

The MAYOR confirmed that the Council had now received the S106 money for the Judith's Field renovation.

19/054 ENVIRONMENT REPORT

CLLR CAMPBELL confirmed that the grant applications for the new skatepark had been successful. Maverick have been instructed to start the work and they have confirmed they should be able to start building at the end of July. CLLR CAMPBELL advised that, with the assistance of Club 800, there should be sufficient funding for the lighting scheme and that he had met with the lighting designers to discuss the scheme. The Town Clerk had received an alternative lighting quote. CLLRS RADFORD, IRVING and CAMPBELL will be investigating a skate park programme for Sports England.

CLLR
Radford,
Irving,
Campbell

The MAYOR thanked CLLRS that had been involved, and welcomed the photo opportunity for the incoming MAYOR.

CLLR TAPLIN reported that from 1st April the County Council had introduced a new policy on lamp standard utilisation, requiring a form to be filled out to use the lamp posts for both new and existing posts. The estimated weights of the flower baskets as originally provided exceeded permitted allowances – and so Fergusons had been asked to provide an accurate weight guide as required by the County Council.

CLLR HOOKER advised that the Environment Portfolio had been looking generally throughout the Town at equipment that required maintenance. The Environment Group were considering ways to improve the views over the recreation ground. To stop people using the bridge steps as a means to clean their boots CLLR HOOKER proposed the Council approve a budget of £500 to install a boot scraper. CLLR TAPLIN added that part of policy was to tidy up the whole environment and thus improve the streetscape in the area. All were in favour – and it was so **resolved**.

CLLR Hooker

CLLR HOOKER thanked CLLR MORGAN for his efforts in clearing up the church yard. CLLR HOOKER advised that tree crowns were to be raised and a general tidy up was required at a cost of £330.

CLLR UNDERWOOD expressed concern about the metal detectors and requested clarification on who owns any property found in the silt. CLLR HOOKER advised the detectorists had been recommended by the Porch Museum, he explained that there is a finder's fee which is split three ways, one to the museum, one to the landowner (the Council) and one to the finder. CLLR WORTHINGTON asked if the EA would be a beneficiary. CLLR HOOKER advised that the silt is now the property of the landowner. Anything of any significance would be subject to other conditions.

CLLR CAMPBELL advised that the County Council will cut the grass at Monks Pit but will not deal with the overhanging branches which is the landowner's responsibility. Volunteers may have to go in and clear it themselves as it is unlikely any other agency will take responsibility.

19/055 CANOE REPORT

CLLR HOOKER advised that this request from the business owner to use the Causeway had been approved by the Council a year ago. Millside Canoes have requested to run their business from next to the Chinese Bridge, but would run operation from the Causeway slipway during party in the park.

CLLR Hooker

19/056 PLANNING REPORT

The applications and correspondence set out in Appendix 19/056 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR WILSON proposed that when the planning application for the Community Associations Flag is received that the Town Clerk responds immediately for approval. - All were in favour – and it was so **resolved**.

Town Clerk

Concern expressed about the alliteration of 'Cordwainer Way' – CLLR WILSON recommended Cordwainer Street, the Town Clerk will contact HDC.

Town Clerk

The MAYOR advised that there was a dispensation for coach parking at Bridge Place car park for this year but, after this, there will not be access for any coaches. Alternative parking was available at Huntingdon bus station, and she noted in the plans for the A14 redevelopment that there may be a coach and bus hub in the future.

CLLR WILSON recommended that the Council consider submitting an LHI bid for a layby off The Avenue to provide hard-surface parking for local residents. CLLR CAMPBELL agreed the logic and needs of residents but was concerned that we would lose an iconic view of Godmanchester. CLLR YOUNG advised that we should wait until after the new A14 had been completed, and review consequent changes 2/3 years-time to take decisions based on the situation then. CLLR UNDERWOOD advised that Council have already decided that they would undertake a full traffic survey when the A14 project is complete.

Waste and Minerals Strategy – CLLR WILSON has presented a response that he recommended the Council should agree and submit. CLLR UNDERWOOD requested that we add in that we do not support importing waste from outside the area to be recycled in Hemingford. All were in favour, and it was so **resolved**

CLLR Wilson

19/057 PROPERTY REPORT

CLLR CAMPBELL presented the property report. CLLR CAMPBELL reported the town flag was damaged beyond reasonable repair and proposed that the Council approve the purchase of a new flag up to the value of £500. All were in favour and it was so **resolved**.

Town Clerk

CLLR TAPLIN reported that Hutchinsons had taken control of the Judith's Field site. Soon after Hutchinsons had reported that they required an asbestos report and subsequently specialist removal. Hutchinsons will arrange for the removal and the cost would come out of the contingency allowance.

19/058 FINANCIAL AND ACCOUNTS

19/058.1 The list of payments to be made was APPROVED.

19/058.2 Councillors noted receipt of the Petty Cash Reconciliation for the period to 18 April, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation approved by the Deputy Mayor.

CLLR UNDERWOOD reported that the name on the accounts had been changed from Madelaine Crampton to Vicky Pryce.

CLLR UNDERWOOD reported that it had on occasions been difficult to pay staff on the day following Town Council meetings in line with their employment contract. CLLR UNDERWOOD proposed that, as the Council had already approved the annual salary for staff, in order to pay them on a regular basis the Town Clerk should set up a regular payment with the bank (which would still require approval by Councillors but could be authorised prior to a meeting). Any expenses or overtime could be brought to the Town Council meeting; this would be considered by the Personnel Group.

Town Clerk

CLLR WILSON thanked the Clerk and staff for the overtime and effort expended in ensuring the accounts had been completed and brought in line with the new system. The MAYOR also thanked the Clerk and her Assistant for their hard work with the accounts.

19/059 BUSINESS REPORT

CLLR UNDERWOOD thanked those who took part in the Arts Festival, and those who assisted in the administration. The MAYOR thanked participants and agreed that the Council would write and express our thanks to the Festival organisers from HGTA.

CLLR UNDERWOOD advised the MAYOR had been invited to Weirtheim to visit, and has accepted the invitation which will come within the budget.

CLLR UNDERWOOD advised, and Council agreed, that minutes will now be bound into books following recommendation from the Town Clerk.

CLLR UNDERWOOD advised that the Business Group had reviewed the Cleaning Contract and recommended the six-month contract be in place in light of the Judith's Field refurbishment completion - all were in favour and it was so **resolved**.

Town Clerk

CLLR UNDERWOOD reported that the Business Group had considered the possibility of taking over the HDC car parks within the Town but decided that, as they could not be charged for, it would not be in the Town Council's interest due to maintenance costs.

CLLR UNDERWOOD confirmed that the Time Bank had been discontinued as no grants were obtained to match the Council funding. Time bank has arranged a fund raiser for Huntingdon Cancer Network, the Co-ordinator has asked the Council to fund the refreshments but expected to give all money collected to charity. Currently consulting with County Council to establish what they would like to do with the leftover funding. CLLR UNDERWOOD recommended that the money be returned to the County Council. The Co-ordinator has advised she wishes to continue Time Bank in another format. The MAYOR confirmed that any data held on the Time Bank members is the property of the Council and must not be taken away. Recommendation was that the logo remains the property of the town council and cannot be used by another organisation; all were in favour and it was so **resolved**.

CLLR UNDERWOOD requested that the August Town Council meeting be restricted to essential business only as the Town Clerk would be on holiday. If a new Deputy has been recruited they can take the minutes, if not a councillor can do so; all were in favour and it was so **resolved**

The Business Group had reviewed the Terms of Hire for Council buildings – and recommended adding a sentence to the hire policy: 'the Town Council reserves the right to vary these Terms and Conditions in exceptional circumstances'. The MAYOR proposed that this change be accepted and all were in favour, and it was so **resolved**

Town Clerk

CLLR UNDERWOOD requested an update on the dredging. CLLR HOOKER advised that the Community Association had taken out what had been planned, which is as much as could have taken out and stored; the dredging company have advised they could have taken out the same amount again. CLLR HOOKER confirmed that redredging could need to be sooner than the planned 7 years, and that the Community Association would be providing a report and figures to the Town Council in due course. Silt spreading will be undertaken in the next few weeks. Town Clerk is to write formally to the Community Association to request an update.

Town Clerk

CLLR UNDERWOOD requested an assurance that a risk assessment has been carried out, and a right of way would remain in place along the Rec during "Party in the Park". The Town Clerk will write to the Community Association for clarification.

Town Clerk

CLLR UNDERWOOD asked Council to note that we are still looking for a volunteer to join The MAYOR on the Youth Council; CLLR MAHMOOD volunteered to join.

CLLR UNDERWOOD confirmed that Mr Neil Sloper will be at the Annual Town Meeting to speak about the Mill Steps. The Business Group will explore the possibility of changing the format of the Annual Town Meeting next year to try and involve the wider community.

19/060 POLICY REVIEW

The Tree and Benches Memorial Policy had been circulated in advance to all Councillors. CLLR S WILSON proposed this was adopted – all were in favour and it was so **resolved**.

CLLR TAPLIN advised that Risk Assessments had all been completed with the exception of those for the Judith's Field building which is currently in the hands of Hutchinsons; that Risk Assessment will be

CLLR Taplin

carried out when the renovation is complete.

19/061 SELECTION OF TOWN AND DEPUTY MAYOR 2019/20

The MAYOR was pleased to report that an uncontested nomination for MAYOR, had been received for CLLR TAPLIN and an uncontested nomination for DEPUTY MAYOR for CLLR WORTHINGTON. The MAYOR proposed that Council approve the nominations for CLLR TAPLIN and CLLR WORTHINGTON. All were in favour and both were announced MAYOR and DEPUTY MAYOR elect.

CLLR TAPLIN thanked the Council for showing their confidence in him and vowed to represent the Council and the Community as best he can.

CLLR WORTHINGTON thanked the Council for her nomination but advised that she would regretfully not be at Mayor Making due to another commitment.

The meeting ended at 21.08

Mayor