

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 19TH SEPTEMBER 2019**

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

Town Clerk: Ms V PRYCE

Two members of the public were present

Action

19/128 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Cllr MORGAN – Holiday
Cllr UNDERWOOD – Other commitment
Cllr VANE PERCY – Other commitment
Cllr WILSON – Holiday
Cllr S WILSON - Holiday

19/129 DECLARATIONS OF INTEREST:

None

19/130 MINUTES:

Cllr CAMPBELL advised that the draft Minutes of the Town Council meeting held on 15th August 2019 required an amendment on point 19.127.3, as it was the County Council that were writing to the Fishing Club and not Cllr CAMPBELL himself. Following an amendment the Minutes were duly APPROVED and signed by the MAYOR as complete and accurate records.

19/131 TOWN MAYOR'S ANNOUNCEMENTS

The MAYOR had hoped to get an official photograph taken of the Council but, due to the number of apologies that had been received, he suggested a photograph now be taken prior to the next Council meeting in the QES. The MAYOR also suggested the photograph could be used as the Christmas card that the Council will send to other Towns and Parishes. Cllr HOOKER suggested Cllrs wear Christmas hats with baubles for the photo. The MAYOR asked Cllr HOOKER to arrange for someone to take the photograph.

All

Cllr Hooker

19/132 PUBLIC PARTICIPATION SESSION:

Mr Thackray addressed the Council on behalf of GMCiB, and congratulated The MAYOR and the Council for their contribution to the upkeep of the churchyard. He advised that the involvement of Cllr HOOKER and Cllr MORGAN had had a great impact and that he was delighted to present the churchyard with a Neighbourhood Achievement Award. Mr Thackray advised that he had attended a recent meeting regarding the Mill Steps and that he believed that there would be a positive conclusion to the project. Mr Thackray also advised that he and others were investigating a Godmanchester Community Hub, which could deal with the social welfare issues he believed were apparent in the Town. He explained that he was approaching the Council for their backing but could not be specific as to how it would develop. Mr Thackray requested the Council's support in principle, and advised that he would return to the Council with further detail. He advised that the group would be requesting financial support from the Council for promotional leaflets and in addition the regular use of a room. The MAYOR advised that the business group would consider their proposals when further details were received. The Mayor thanked GMCiB for their efforts throughout the Town.

The Club 800 draw took place.

Signed:

19/133 OUTSTANDING ACTIONS

The MAYOR reported that a new gate had been authorised for Judith's Field, and advised that the process of registering Town Council land was due to restart.

19/134 CORRESPONDENCE:

The list of correspondence was duly noted.

19/135 ENVIRONMENT REPORT

Cllr HOOKER advised that the play surface repair work had been started, the bollard locks had been replaced and work to the bins was due to be carried out. The MUGA lights were due to be replaced at the beginning of October, and two new dog bag dispensers were being provided, one at the churchyard and another on the A1198 entrance to Judith's Field. Three new trees would be planted at the cemetery in November. The MAYOR advised that the Queens Walk street furniture has been moved as requested but that some complaints had been received about the relocation of the dog bag dispenser. The MAYOR advised that he had spoken with Mr MacLaren (Millside Canoes) who had introduced the MAYOR to a gentleman who had written a book on canoeing sites throughout Cambridgeshire. The MAYOR hopes that Godmanchester will get into the next edition as the gentleman was particularly impressed with the area. Cllr CONBOY advised the Council that spikes were being installed under the A14 flyover to remove the pigeon infestation. She advised that the efforts of Town, County and District Cllrs had contributed to the work being carried out. The MAYOR thanked Cllr CONBOY for her personal input into the matter.

7.24 pm: Cllr YOUNG arrived.

19/136 FINANCIAL AND ACCOUNTS:

19/136.1.1 The list of payments was APPROVED.

19/136.2 CLLRs noted receipt of petty cash reconciliation to 31st August, monthly budget report on the year to date, and monthly bank reconciliation which had been inspected by the DEPUTY MAYOR.

The MAYOR thanked the Town Clerk for producing the year to date accounts which allows the Council to review effectively the expenditure against budgets. The Deputy Mayor also confirmed she had checked the figures, which were far easier to check with the new system

19/137 BUSINESS REPORT:

Cllr THOMAS advised that the Budget Advisory Panel had met on 4th September, and that the group would work within working party guidelines.

The Panel proposed that budget lines relating to staff salaries, training and HR be transferred to the Personnel Committee; all were in favour and it was so **resolved**.

The Panel proposed to allow working parties to realign approved expenditure within budget lines up to a maximum of the lower of £2000 or 10% of the budget line without the need to seek further Council approval; all were in favour and it was so **resolved**.

The Panel proposed that the amount of petty cash held in the office increase to £100 from which expenditures of up to £35 can be made without prior recourse to the Council; all were in favour and it was so **resolved**.

Cllr THOMAS confirmed that he had been nominated to be the Business Portfolio chair, which he accepted. Cllr THOMAS confirmed that he had also agreed to take over from Cllr UNDERWOOD representing the Council on the Mill Steps project community group. He added that there were two designs, which were expected by Christmas, and both would incorporate fish passes and that a final build was expected in Autumn 2020. Cllr CONBOY had agreed to replace Cllr Underwood on the Nursery project. Cllr CONBOY advised that the expected handover date of October was unlikely, due to a delay in central government agreement. The portfolio had agreed to purchase a gazebo holding bag for £35, and to replace the town office computer and the purchase privacy screens. Cllr THOMAS advised that heat wave contingency planning was on going and that Cllrs were seeking a meeting with HDC to clarify plans and find

Town Clerk

**Portfolio
Chairs**

Town Clerk

Cllr Conboy

Signed:

out what potential requirement may fall on the Town Council. Cllr THOMAS also advised that there were other contingency plans that will be investigated.

Cllr THOMAS advised that the Business Portfolio had already been approached about a neighbourhood scheme similar to that which Mr Thackray had spoken about earlier in the evening. These are voluntary groups, and it had been agreed that these may fit better with the Community Association and details had already been passed on to them. The MAYOR added that the Council had previously set up two support groups which had not been successful suggesting that there may be enough support already in the town. Cllr IRVING suggested that Mr Thackray produce a paper for the Council detailing the proposal so that it can be fully considered.

Cllr WORTHINGTON expressed concern that the Council appeared to continually give grants to the same groups year after year and advised that the Business Portfolio would be reviewing the grant policy. Cllr WORTHINGTON suggested that the Council should look at initiatives they would like to support through grants rather than be on the receiving end of what others want. Cllr WORTHINGTON also suggested that the Council have within the policy that they do not give grants to the same organisations in consecutive years.

Town Clerk

**Business
Portfolio**

19/138 PROPERTY REPORT

Cllr CAMPBELL reported that the Judith's Field renovation was progressing well. Although issues have arisen with the roofing sub-contractor, Hutchinsons had advised that the contract end date will still be met. It is currently estimated that the project will be overspent by £8000 but, as the Council hold the retention money which is approximately £8000, this year's budget should balance, and the overspend would need to be managed next FY. The Contractor and Architect were working hard to keep costs down. Cllr CAMPBELL advised the Property Portfolio were still investigating a hearing loop for the QES.

Cllr CAMPBELL advised that the portfolio group had agreed the need for new CCTV at Judith's Field and Cllr Hladkiwskyj and the Clerk had met with Cambridge Alarms on site to review camera locations. The new system would cover MUGA, skate park, and the back of the building in addition to the previous system. The Clerk advised that two further quotes were being sought. The MAYOR confirmed that although members of staff could have remote access, the Council would not expect their own staff to attend anti-social situations. Any serious events would be reported to the police. Cllr CAMPBELL reiterated the need to have the CCTV installed before the end of October. Cllr CAMPBELL advised that there was no budget for CCTV provision at Judith's Field, but by re-directing unspent money in other areas of the property budget this £8,000 could be provided. Cllr CAMPBELL advised that he had received a quote for £1,000 from Cambridge Alarms for CCTV at the Town Hall which the Council have budgeted for. Cllr Campbell advised no budget had been allocated for furniture, cutlery or chinaware following the Judith's Field renovation, and that he required £7500 for these items which would need to be allocated from the reserves or CIL. Cllr CAMPBELL suggested holding an official opening on 28th November for Councillors and Hirers, and a public open day on 30th November. The MAYOR proposed the Council agree to appoint a contractor for CCTV provision, up to maximum cost £8000, all were in favour and it was so **resolved**.

Town Clerk

The MAYOR proposed that the CCTV at the Town Hall be upgraded at a cost of £1000, all were in favour and it was so **resolved**.

Town Clerk

The MAYOR proposed the Council purchase of new furniture and equipment for Judith's Field up to a maximum spend of £7500 from CIL money, for Judith's Field all were in favour and it was so **resolved**.

Town Clerk

19/139 SKATEPARK REPORT

Cllr CAMPBELL confirmed the skate park had officially opened and, since the opening, the park had proven incredibly popular with children, adults and teens. There are Issues as there is much more litter than there used to be, although people are making an effort to tidy up. In funding the skate board lessons it had been agreed and minuted that we would fund the lessons completely. However, in practice, and following the advice of the instructor this is not now the case, in that each person is asked to pay £5 and the Town Council matching this by paying a further £5 per head. The MAYOR confirmed that the Council had agreed a budget of

Signed:

up to £4500 for the current year. Cllr HOOKER asked where the £4500 would be coming from. The MAYOR suggested this goes back to the Budget Advisory Panel.

Budget Panel

19/140 PLANNING REPORT:

Cllr HYAMS presented the planning report.

19/01476/S73 – The MAYOR commented that, since the application names the owner or tenant as the Freeman of Godmanchester, this requires clarification. The MAYOR thought it possible that the land had been compulsory purchased by Highways for the A14 which also required investigation. Cllr CONBOY advised that she was concerned that deregistering the Common may mean both Commons and may allow further development of the Commons in future. Cllr CONBOY suggested that the Council reject the application prior to receiving clarification on the application. The MAYOR proposed the Council reject the application and seek further clarification and request when a decision would be made, to keep an audit trail with a request for a response within 14 days; the majority were in favour and it was so **resolved**.

Town Clerk

19/01400/LBC The MAYOR proposed that the Council agree to approve the application; the majority were in favour and it was so **resolved**.

19/01617/LBC The MAYOR proposed the Council agree to approve the application; the majority were in favour and it was so **resolved**.

Cllr YOUNG has advised that as a neighbouring property of 19/01617/LBC that they had not been consulted by HDC and there is no yellow notice displayed. Cllr RADFORD advised she had had the same issue on an earlier planning application. Several reports of planning with no consultation of neighbours had already been received by the Town Council from residents. Cllr CONBOY requested that this is raised as a complaint to the District Council; all were in favour and it was so **resolved**

Town Clerk

Romans' Edge – a meeting had been requested with DWH with several points raised, but to date no response had been received. The Town Clerk will chase and request an action plan.

Town Clerk

Silver Street speed issues: Cllr CONBOY advised that she had fought hard through planning to move the 30mph signage back along Silver Street when the new footpath had been installed but had failed. She commended the Council for attempting to push it back through. The MAYOR suggested this be added to the street survey once the A14 was completed.

**Planning
Portfolio**

The MAYOR had circulated an email, prior to the meeting, regarding the plans for removing the viaduct and it was clear that, for a period of up to 8 months, the A14 would be closed from the Godmanchester exit to Spittals roundabout. Any traffic coming from the East into Huntingdon would have to come through Godmanchester until the new link to Mill Side Common is completed. It was agreed that the Council invite them to present to the Council so that we could express our concerns over the additional traffic.

Town Clerk

Cllr CAMPBELL advised that he and the Clerk had attended a meeting with Rowland Potter of the Combined Authority, along with other parish councils, to talk about the contract for a third river crossing. Cllr CAMPBELL expressed his concerns that the study was limited to Hemingford and Godmanchester. Mr Potter went to great lengths to convince people that this was not the case, and most attendees agreed that it was not what they wanted. Huntingdon also discussed a new link road to the north of Huntingdon. The consultation is in its early stages.

19/141 PERSONNEL COMMITTEE

Cllr WORTHINGTON presented the Committee report advising that they had met twice since the last Town Council meeting. The Committee agreed the Town Clerk had successfully completed her 6-month appraisal, and an increment had been unanimously agreed. Cllr WORTHINGTON advised she would write to the portfolio chairs for their input into the Clerk's objectives. Cllr WORTHINGTON advised that the Committee had discussed and agreed an advert for a person to manage the Nursery ready for when the Council take over ownership. The staff restructure had been completed. The Council were asked to note that Cllr UNDERWOOD would not be continuing on the Personnel Committee, and as Cllr CAMPBELL was next when the vote took place, he had been asked if he would be prepared to join the Committee and this had been agreed. Cllr CONBOY asked the Council give thanks to the Clerk for a successful start to the role.

Signed:

The meeting ended at 8.58pm

.....
TOWN MAYOR

.....
DATED

Signed: