

## **GODMANCHESTER TOWN COUNCIL**

### **MINUTES OF THE MEETING HELD IN THE QUEEN ELIZABETH SCHOOL ON THURSDAY 15 JUNE 2000**

PRESENT: Councillor Mrs LOOKER, Town Mayor  
Councillors D COMBEN, Mrs FOSTER, A HOOKER, Mrs HULL,  
E KYNOCH, R NORRIS, S SPENCER, A SURSHAM, Mrs TYLER,  
G WILSON  
Town Clerk: W D BUTTERWORTH

APOLOGIES: Councillor Mrs MOORE

PRESENT: 8 members of the public.

#### **TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor reported that she had represented the Town on 6 occasions since the last meeting. The Deputy Mayor had represented the Town at 6 events.

The Mayor reminded everyone about the arrangements for the Civic Service and the formal reception. After some discussion it was AGREED not to have a formal photograph of the Council taken before the Service. However, it was DECIDED to have a photograph taken at 7.15 pm on 20 July 2000, just before the next Council Meeting

The Mayor announced that, sadly, Mrs Mason, the Assistant to the Town Clerk had given her notice and would leave on 10 July 2000. The Councillors were unanimous in their praise of Mrs Mason and wished her well in her new job. It was DECIDED to form a WP to advertise the vacancy and to conduct interviews of candidates. The WP would comprise Councillors Mrs LOOKER, Mrs HULL, Mrs MOORE, and Mrs TYLER. Councillor NORRIS would be the reserve for the interview panel.

#### **00/044 MINUTES OF THE LAST MEETING**

The Minutes of the Meeting held on 11 May 2000 were APPROVED and signed as an accurate and complete record.

#### **00/045 MATTERS ARISING**

The following matters arising from the last meeting were incomplete or required further action:

99/082(5): Red blocks & road signs – Correspondence item 12.

00/005: Costs of fire alarm incident at JF – A cheque for £55 and a written apology had been received. Item closed.

00/028(8) Fox Grove sub-station – Eastern Electricity engineers had visited the site in May and work had been carried out. A formal reply detailing the work done and any future intentions was awaited.

00/031(Fin) Long-term investments - Correspondence item 9.

00/040(2) New doors for JF building – See Property WP report.

00/040(6) Rectory Gardens – Reply awaited from HDC.

00/040(8) Recycling credits – Reply awaited from HDC.

00/040(16) Repairs to fences at JF - See Property WP report.

00/041 QES small hall floor – The floor had been sanded and re-varnished by the caretaker. The Council asked the Town Clerk to compliment Mr Popplewell on the work and thank him for his effort.

00/043(Ad hoc) Pitch marking & handyman flyer – It had not been possible to insert an advertisement in the Bridge magazine. The search for a handyman had, effectively, been abandoned. Item closed. The issue of pitch marking was deferred to the Recreation and Amenities WP report.

00/043(Environment) Tree planting & daffodil mowing – Correspondence item 21. The HDC Tree Officer had confirmed that the Lime trees on The Avenue would be planted this autumn but that no date had been fixed. The Town's request for approval to plant trees at other locations in the Godmanchester had been passed from the Tree Officer to the Highways Department but had not been received. The Town Clerk had sent another copy. Highways had advised that there were rules concerning the distance of trees from the roadway and from drains and other underground services. A written decision was awaited.

Councillors WILSON and SURSHAM arrived at 8.00 pm.

The members of the public were asked to withdraw while the Council considered applications for co-option to the Town Council.

#### 00/046 CO-OPTION OF COUNCILLORS

Three applications had been received for the 2 vacancies on the Town Council. The Council questioned each candidate in turn and answered his questions.

Each vacancy was then voted on separately:

For the first vacancy Mr GOFF received an absolute majority and was, therefore, duly co-opted to the Town Council. The Town Clerk was to advise Mr GOFF of the decision and pass his details to the electoral officer at HDC.

For the second vacancy Mr COVINGTON received an absolute majority and was, therefore, duly co-opted to the Town Council. The Town Clerk was to advise Mr COVINGTON of the decision and pass his details to the electoral officer at HDC.

The Town Clerk was to advise the unsuccessful applicant of the decision.

The members of the public were invited to return to the meeting. The Mayor advised them of the decisions.

Councillors GOFF and COVINGTON, having signed their formal declarations, took their places in the Council.

#### 00/047 CORRESPONDENCE

The correspondence listed at [Appendix A](#) was addressed. The following was agreed (the numbers refer to the Appendix serial number):

1. The Council noted the revised date for the CALC AGM. The Town Clerk apologised to those councillors who had not been informed in time.
2. The matter of the forum to "Shape the Future of Huntingdonshire" was deferred to the Environment WP report.
4. The Council noted that the CPRE Spring 2000 newsletter was on circulation. Councillor KYNOCH asked that the Mayor pass it to him.
5. Councillor NORRIS had attended the WREN presentation that had been arranged to publicise the availability of funds from landfill tax for environmental projects. Councillor SPENCER stated that he would liaise with Councillor NORRIS to prepare a bid for replacement play equipment on the Recreation Ground.
6. The Council noted the kind offer by the Baptist Church to host a future Civic Service. The Mayor agreed to explore the possibility and reply to the Reverend Larcombe.
7. The Council welcomed the opportunity to learn more about the youth work done by the Baptist Church. The Town Clerk was to invite Tim Williamson to give a short presentation at the Council meeting in August 2000.
9. The Council noted the general advice from CALC about investments and the matter was referred to the Finance WP.
10. The Town Clerk advised the Council that he had replied to Mrs Main and informed her of the Council's stance on the mobile telephone antenna.
11. The matter of the litterbins was referred to the Environment WP.
12. The plans for speed-limit signing were referred to the Environment WP.
- 13, 20 & 41. Quotations for JF doors were referred to the Property WP.
15. The proposals for additional grounds maintenance tasks were referred to the Environment WP.
16. The quarterly play-area inspection reports were referred to the Recreation & Amenity WP
17. The Council noted the final version of the Huntingdonshire Cycling Strategy.
19. The Council noted, with regret, the delay to the decision on the footpath at Monks Pit pending further information from Smiths Gore.

21. The Town Clerk was to provide HDC with a copy of the letter authorising the Millennium bulb planting together with maps showing the locations.

22. Councillor NORRIS advised the Council that he had invited Smiths to submit a solution to the problems caused to the church clock by power fluctuations and the change to and from GMT. He would circulate the reply to councillors.

23. The EEDA Business Plan 2000 was referred to the next meeting of the Environment WP.

24. The Council noted the cost of removing grass clippings from the lines on the football pitch. It was AGREED that additional play-grade bark be imported into the Recreation Ground play-area up to a maximum cost of £384. It was further AGREED that hanging baskets be installed and maintained on the river bridge at a total cost of £400.

26, 27, 31, 32, 38 & 39. All grants were considered under agenda item 00/049.

29. The Mayor and Councillor Mrs HULL had met with the Cricket Club Secretary and the Club had also responded to Mr Thwaites' letter. It appeared that the only long-term solution to the problem would be double yellow lines around the area of the turning circle in Fox Grove. The Town Clerk was to write to HDC and request that double yellow lines be provided.

34. The Council noted the detailed proposals for gates and a bund on the access slip road to the cemetery. A Cemetery WP was created to deal with the matter. The first meeting would be on 20 June 2000 at 8 pm at 26 Earning Street.

35. The matter of the Nonconformist burial ground was referred to the Cemetery WP.

36. Councillor SPENCER reported that he had contacted Mr Jones at HDC. There had been only 2 other respondees to the initial letter about Leisure Fairs, which seemed to reflect the general lack of interest. Councillor SPENCER was sending Mr Jones a copy of the Bridge magazine that listed all the activities available in Godmanchester.

37. There was some confusion about the quotations for fence repairs and a new gate at JF. It appeared that the contractor had included work on the mesh fence that was not the responsibility of the Town Council. Councillor SPENCER volunteered to review the quotation for the wooden boundary fence with the contractor.

38. Councillor SPENCER declared an interest. The quotation for £450 for re-turfing parts of the football pitch at JF was accepted. Some concerns were expressed about the time of year for laying turf and the potential water bill for keeping it alive. Councillor SPENCER volunteered to take all possible steps to keep the water usage to an acceptable minimum.

#### 00/048 ACCOUNTS

The accounts set out in Appendix B were APPROVED.

#### 00/049 GRANTS

The Council considered 6 application for grants and the following awards were made:

Godmanchester Rovers Football Club (Councillor SPENCER declared an interest) – £230 for the purchase of a line marker.

Godmanchester Baptist Church – £400 towards the Big Top Holiday Club.

Riverside Rangers Football Club – £400 towards the cost of new strip and equipment.

73 Sqn Air Training Corps - £100 towards the minibus appeal.

Godmanchester Citizens Advice Bureau (Councillors Mrs LOOKER and Mrs Tyler declared an interest) - £250 towards the work of the Bureau.

Godmanchester Community Primary School Parents Teachers Association - £250 towards the repair of play equipment.

#### 00/050 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in [Appendix C](#) were considered. The Town Clerk was to advise HDC of the Council's recommendations.

Great concern was expressed about the decision of HDC to allow planning department desk officers to determine applications where there have been serious objections from neighbours and or Town/Parish Councils. The officers were not elected and in the past disputes were resolved at the HDC monthly planning committee meeting where Town Council representatives were allowed to make a short submission. The Town Clerk was to write to CALC to advise them of the Town's concerns and seek advice.

#### 00/051 WORKING PARTY (WP) REPORTS

Finance. The WP had met on 23 May 2000 and had recommended approval of the annual insurance premium.

Ad Hoc (Agency). The WP had not met.

Environment. The Environment WP had met on 16 May 2000 and Councillor COMBEN provided a full written report. The short report from Councillor KYNOCH on A14 issues was deferred until the next meeting. Councillors KYNOCH and WILSON agreed to attend the "Shaping the Future of Huntingdonshire" meeting on 24 June 2000. The Town Clerk was to advise the organiser. Councillor NORRIS would provide a report on suggested new locations for litterbins at the next meeting. Councillor NORRIS also agreed to contact CCC after 27 June 2000 to progress the Monks Pit footpath application.

Recreation and Amenities. The next meeting of the Recreation and Amenities WP would be on 28 June 2000 at 8 pm at JF.

Property. After considerable discussion it was DECIDED that the solution to the problem of damage to the external doors at JF should include some form of metal cladding. As the quotations had not taken this into account there could be no certainty that the proposed doors were suitable for metal fittings. It was AGREED therefore that Councillor HOOKER would re-evaluate the situation and report at the next meeting.

Other Representative Groups. Councillor Mrs HULL had continued to lead on the creation of a Youth Town Council. Meetings had been held with interested parties and several councillors had attended the Huntingdon YTC as observers. The principle of creating a GMC YTC was AGREED. A formal WP would be formed and would meet after the Recreation and Amenities WP on 28 June 2000 at 8 pm at JF. It was further AGREED that £25 be allocated for Hinchingsbrooke School fees associated with the pupil search.

Councillor Mrs HULL reported that the original format for the GMC Summer Playscheme had been abandoned. A commercial organisation had been invited to make a bid to run a similar scheme but the initial offer was for a limited number of children each day, no outings and no swimming. Councillor Mrs HULL confirmed that all other avenues for the provision of a playscheme had been explored. The Council considered that the proposal was too expensive and too restrictive. Councillor Mrs HULL was asked to seek an improved offer for a minimum of 100 children per day with a parental contribution of up to £4 per child per day.

The Mayor asked all WPs to consider their composition, responsibilities and the election or re-election of their Chairs.

#### 00/052 SIGNATORIES TO BARCLAYS BANK ACCOUNT

An up-to-date list of Town Councillors authorised to sign cheques against the Council's Barclays Business Current Account had been prepared for approval before submission to the bank. APPROVED. It was further AGREED that 2 authorised councillors must sign each cheque and initial the associated cheque stub.

#### 00/053 EXECUTION OF DOCUMENTS

When the Town Council formed in 1982 the official regalia handed over from Huntingdon included a Common Seal that was used to execute documents on behalf of the Town. This seal had been missing for several years and thus documents had been executed under the signatures of 2 councillors. This was quite legal but required a resolution to be made, approved and recorded to the effect that any 2 councillors could so act. The Town Clerk had been unable to find such an entry in the Minutes and therefore the resolution was presented at this meeting for approval.

It was AGREED that any 2 councillors could execute documents on behalf of the Godmanchester Town Council.

It was further AGREED that retrospective APPROVAL be given to the execution of the conveyance of Devana Park to the Godmanchester Town Council under the signatures of Councillor Mrs HULL and Councillor Mrs GODLEY.

#### ANY OTHER BUSINESS

Councillor SPENCER reported that Mann Egerton were using the grass verges by the entrance to the Roman Way Industrial Site to park vehicles for sale or advertising Vauxhall cars. A vehicle had also been seen on the verge at the junction of London Road and the A1198. The Town Clerk was to ask the HDC planning enforcement officer to direct the company to refrain from abusing the verges and causing restricted sight lines to the entrance to the Industrial site.

THE NEXT MEETING WILL BE HELD ON 20 JULY 2000.

The meeting ended at 11.30 pm Town Mayor