

MINUTES OF THE MEETING HELD IN THE GODMANCHESTER TOWN HALL ON THURSDAY 21 AUGUST 2003

PRESENT: Mrs A LOOKER Town Mayor, W D BUTTERWORTH Deputy Town Mayor
Councillors: H R BUTCHER, A GOFF, E KYNOCH, Mrs B MOORE, R NORRIS, A SURSHAM, C VANE PERCY, G WILSON

Town Clerk: A J WELTON

APOLOGIES: Councillors: D ASHWORTH, D BROWN, M COHEN, D COMBEN, Mrs H HULL

There were 2 members of the public present.

TOWN MAYOR'S ANNOUNCEMENTS

The MAYOR thanked the two Councillors who had acted as chairmen of the Town Council in her absences in June and July, Cllr NORRIS and Cllr BUTTERWORTH.

She advised that she had not represented the Town over the past 2 months and the DEPUTY MAYOR had represented the Town on 2 occasions since the last meeting.

The MAYOR then welcomed Cllr BUTCHER to his first meeting since being co-opted as a Town Councillor.

Cllr Vane Percy arrived at 7.38pm.

03/056 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 17 July 2003 were APPROVED and signed as a complete and accurate record.

03/057 MATTERS ARISING

The Outstanding Actions List dated 21 August 2003 was reviewed. The following matters arising from the last meeting were incomplete or required further action: (actions assigned to WPs are dealt with in the appropriate report).

The MAYOR advised the meeting that a panel of Councillors, comprising the MAYOR, the DEPUTY MAYOR and Cllrs NORRIS and HULL had interviewed shortlisted candidates. The standard of applicants had been high, making the selection task difficult. The panel had offered the appointment to Mrs Glynnis MOORHOUSE, who had accepted. It was expected that Mrs MOORHOUSE would take up the appointment with effect from 23 September 2003. The Town Council APPROVED the appointment on the recommendation of the panel. The Town Clerk was to write to all applicants, notifying them of the outcome of their applications.

03/032 WP Reports – Cemetery A reply on car park specifications had been received and passed to Cllr COHEN for consideration.

03/050 Minutes of the Last Meeting All previous minutes had now been signed.

03/052 Correspondence The Baptist Church had not yet responded concerning the S137 under spend and surplus equipment. The Town Clerk was to hasten a reply.

03/053 Accounts The Town Clerk had forwarded the completed certificate of signature to Barclays Bank.

02/069 (Env) The HDC proposed Small Scale Environmental Improvement of Church Place was to have started in April 2003. Notwithstanding the difficulty in providing an electricity source for the new light over the double gates to the churchyard, there did not appear to be any reason why the work should not have started. The Town Clerk was to hasten HDC. The Town Clerk was also to approach CCC to try to identify a power source for the light once the street lighting lamp standard had been removed.

02/017 and 02/027(Correspondence) Due to a number of circumstances the Town Hall lease had yet to be completed and the lease documents were currently with the MAYOR.

03/052(Correspondence) Referring to the previous correspondence concerning the Kids Club and their planning application for the retention of the mobile in the Godmanchester Community Primary School, a late S137 grant was APPROVED for the sum of £440.00.

03/058 CORRESPONDENCE

The correspondence listed at Appendix A, not covered by the WP reports, was addressed.

Huntingdonshire Community Safety Partnership Problem Solving Workshops, to be held on Wednesday 29 October 2003 at 4.30pm, would be attended by the MAYOR and Cllr GOFF.

Referring to the letter received from GMC Football & Sports Association Trust, it was understood that the Trust had already received £6500 from SITA but had used only £4500 of the funds allocated. The Town Clerk was to seek clarification. He was also to advise the Trust that applications for grant funding from the Town Council had already been considered in June 2003 but, if the Trust still wished to be considered for a grant, the next round would take place in December 2003.

The MAYOR and DEPUTY MAYOR would attend the HGTA meeting on 3 September 2003 at Huntingdon Town Hall at 7.30pm.

The MAYOR would attend the Human Rights Day Service on 10 December 2003 in St Mary's Parish Church at 7.30pm.

The solicitors, Brooke North, who were acting in the matter of Public Footpath No 15, Monks Pit, had confirmed that the maximum payment, including VAT, expected from Godmanchester Town Council, acting jointly with the Ramblers Association, would be £2000.

Referring to the e-mail received from District Councillor Mrs Godley concerning camping in the Buttermel Meadow, it was confirmed that the Community Beat Manager would make random patrols of the area.

Cllrs KYNOCH, VANE PERCY and WILSON, together with the MAYOR, asked to be circulated with the latest DVD recording of "Huntingdonshire in Perspective".

It was DECIDED that a small working party, consisting of the MAYOR, Cllrs BUTTERWORTH, Mrs MOORE and GOFF and the Town Clerk should work out the charges to be made for the use of the Judith's Field facilities by the GMC Rovers Youth FC.

The MAYOR referred to the letter and timetable from Sharon McCrorie concerning Community Education work with the youth of Godmanchester. It was DECIDED that the Town Council would wait to see what developed from the programme before inviting Ms McCrorie to come and give another presentation to the Town Council. In the meantime, the Town Clerk was to try to ascertain, through CALC, what activities and developments there had been elsewhere in the County on youth matters. The Council APPROVED the expenditure of up £2000 for youth schemes if a suitable project was put forward.

03/059 ACCOUNTS

The accounts set out in Appendix B were APPROVED.

03/060 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.

Before discussion of the planning application 03/02033/FUL, the MAYOR declared an interest and the DEPUTY MAYOR chaired the meeting for this item only.

Cllr WILSON had prepared a response, on behalf of the Town Council, to the "Twenty16" questionnaire. All Cllrs had had the opportunity to comment and the Town Clerk was asked to ensure that the response was sent to HDC by the deadline of 22 August 2003. Cllr WILSON was commended for the time and effort he had put in and for the quality of the response.

03/061 WORKING PARTY (WP) REPORTS

Alconbury Airport Consultation/A14 re-alignment. The MAYOR declared an interest in the A14 re-alignment and took no part in the discussions. The WP had not met but in his absence, Cllr ASHWORTH had asked the Town Council to appoint 2 Cllrs to meet, as required, with the Highways Agency. It was assumed that Cllr ASHWORTH himself would be one of the representatives and Cllr KYNOCH also volunteered. Other Cllrs were invited to put their names forward.

Flood Defences. The WP had not met and there was nothing to report.

Finance. Cllr Mrs MOORE presented the report of the WP that had met on 12 August 2003. The WP had reviewed the value of the Mayoral Purse and recommended that it be increased to £1500 with immediate effect. APPROVED.

Because the new Town Clerk's Assistant would not be able to start work until 23 September 2003, it was recommended that the Town Clerk should be paid for any reasonable extra hours

worked prior to her arrival and for hours worked over and above normal whilst the Assistant was settling in. APPROVED. The Town Council also APPROVED the expenditure of training costs for the Assistant at the Town Clerk's discretion.

Cllr Mrs MOORE reminded the Chairs of the various WPs that they needed to have their Budgets prepared and ready for the October meeting so that the precept could be calculated for the next financial year. She also informed the meeting that the new rate for S137 grants is now £5.00 per head of the electorate.

The Town Clerk was to investigate the purchase cost of insignia for the Mayor's Consort. A sum of up to £100 was APPROVED. Additionally the WP had discussed the matter of Cllrs' robes that were beginning to look worn. The Town Clerk was to investigate the cost of replacement of up to 2 black gowns per year and report back to the Council.

The next meeting of the Finance WP would be on 9 September 2003 at 4 Crowhill starting at 8.00pm.

Environment. Cllr NORRIS presented the WP report. The WP had met on 12 August 2003. The Council had accepted an invitation to join the Parish Planting Scheme and would use the template drawn up by Cllr COMBEN in 2001. Trees should be planted this Autumn. The trees were free but the Council would have to pay for the planting.

The Council had received the Wicksteeds annual report and risk assessment for the four play areas. It was discovered that during the previous twelve months some routine inspections had not been carried out. The quarterly inspections by Wicksteeds had been reinstated and Fergusons had confirmed that they carried out weekly inspections but had omitted to complete the necessary returns. This omission had been corrected. As for the Wicksteeds report, no major risk hazards had been identified. It was agreed that some faults should be rectified and items made good that had deteriorated through fair wear and tear. These were:

a.Judith's Field. Ashley & Foster were to be asked to quote for treating the woodwork. Fergusons were to be asked to quote to reinstate the grass section by the gate to the play area. APPROVED.

b.Recreation Ground 1. Ashley & Foster were to be asked to quote for a kick board to the main gate and to quote for a coat of plastic paint for a seat. Fergusons were to be asked to quote to reinstate the grass edging. Wicksteeds were to go ahead with replacing a worn swing chain and seat to a cost of £100.00. APPROVED.

c.Recreation Ground 2. Wicksteeds were to be asked to replace missing parts to ensure the unit was complete and stable to a cost of £167.00+£280.00 for fitting (a total cost of £447.00). APPROVED.

d.Devana Close. Ashley & Foster were to be asked to quote for the repair of a damaged handrail, to replace 3 missing fence slats and to repair the ineffective gate spring. Fergusons were to be asked to provide a quote for replenishing the bark. APPROVED. A seat was to be replaced at a cost of £376.27 + VAT. APPROVED subject to the seat being non-combustible.

Wicksteeds had recommended that a sign be provided at each of the play sites, listing emergency and ownership details. This was not an essential requirement, just desirable. This

was not approved by the Council. Instead a suitable notice was to be displayed on the Town Notice Board at School Hill.

Cllr COMBEN had provided a design for the Garden of Rest, in Cambridge Street, which was endorsed by the WP. Cllr COMBEN would be asked to provide detailed schedule of work, the cost of which he had estimated would be in the region of £10 – £12K, so that 3 tenders could be sought. The outline proposal was APPROVED.

Cllr NORRIS advised the meeting that another approach to have additional off street parking would be made under the Jointly Funded Minor Improvement Scheme.

One of the two “advertising bus shelters” had been installed in Cambridge Road. The Town Clerk was asked to check with HDC on when the second would be erected.

The West Street “finger post” had been damaged again. The Town Clerk had been asked to obtain a quote for the cost of repair. The WP also recommended that the repaired signs be treated with anti-climbing paint. APPROVED but the Town Clerk was to investigate the possibility of the signpost being raised in height. Town Clerk’s Note: B E Welding had quoted £320.00 + VAT for each finger.

CCC had proposed to make an order to prohibit parking in areas in Orchard Way, Linden Grove and Chadley Lane. The WP endorsed the proposal for Orchard Way and Linden Grove but the proposal for Chadley Lane did not satisfy the residents and the Rocking Horse Nursery, all of who had objected. As the CCC did not satisfy the needs of anyone, the WP recommended that the Town Clerk write to CCC recommending that they did not introduce the restriction for Chadley Lane. As the cut off date for objections had been 15 August 2003, the letter had already been sent.

The WP recommended that two bench seats with armrests be installed in Buttermel Meadow. A robust design had been identified at £376.27 + VAT each. APPROVED subject to establishing that the seats were non-combustible.

Additionally, the seats on School Hill had been damaged. Glasdons were to be approached to see if replacement vandal resistant slats could be provided. No date was set for the next WP meeting.

Cllr Vane Percy departed at 10.04pm.

Property/Judith’s Field. Cllr GOFF reported that all the new floodlights in Judith’s Field had been installed and the wiring was underway. However, he reported that there was already evidence of vandalism to the wiring access doors on the lamp poles. He had approached the contractor to find a way of rendering them vandal resistant. He reported that the hedging and chain link fencing between Judith’s Field and the industrial park would be tidied up soon.

Ramps in the skate park had been damaged; there were holes in both the top and the ramp itself. HDC had been requested to effect repairs. There was also evidence of fire caused by petrol bombs. The Police had been informed.

Cemetery. The Town Clerk was to advise undertakers that the gravedigger was to remove excess spoil and not to leave it on the tarmac area adjacent to the cremated remains plot. Any

extra cost was to be charged to the undertakers and not to the Town Council and an appropriate amendment would be incorporated into the Cemetery Regulations.

Other Representative Groups/Twinning/Inter Town Forum/Detached Youth Initiative.

There was nothing to report from these groups. However, The DEPUTY MAYOR commended an “Elvis Nite” function being sponsored by HGTA that would be held in the Commemoration Hall Huntingdon on 13 September 2003 at a cost of £10 including a buffet.

ANY OTHER BUSINESS. The Mayor reminded the meeting that the Civic Service would be held on Sunday 21 September 2003 and asked that as many Cllrs as possible attend.

The Town Clerk was to investigate the possibility of a visit for Town Councillors to the CCTV Operations Room at HDC.

Cllr WILSON requested that the Town Clerk approach CALC to ascertain what obligations fell to the Town Council with regard to providing access to the buildings owned by the Town Council by disabled members of the public.

THE NEXT COUNCIL MEETING WILL BE HELD ON 18 September 2003 (Gowned).

The meeting ended 10.24pm Mayor