

## **MINUTES OF THE MEETING HELD IN THE GODMANCHESTER TOWN HALL ON THURSDAY 18 NOVEMBER 2004**

**PRESENT:** W D BUTTERWORTH Town Mayor, M COHEN Deputy Town Mayor  
Councillors: H R BUTCHER, J COXHEAD, Mrs C A GODLEY, A GOFF, L HOLGATE,  
Mrs H HULL, E KYNOCH, Mrs A M LOOKER, Mrs B MOORE

Town Clerk: A J WELTON

**APOLOGIES:** Cllrs D BROWN, C R HYAMS

**ABSENT:** Cllr C VANE PERCY

There was 1 member of the public present.

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

The MAYOR informed the meeting that he had represented the Town on 14 occasions since the last meeting. The DEPUTY MAYOR had represented the Town on 2 occasions.

The MAYOR expressed his thanks to those Councillors who had attended the Service of Remembrance at the War Memorial on the morning of Remembrance Sunday and those who had been present in church that evening.

The MAYOR advised the meeting that the annual Carol Service would be held in the QES car park on Saturday 18 December 2004, starting at 6.30pm. He invited all Cllrs to take part.

### **04/078 MINUTES OF THE LAST MEETING.**

The Minutes of the meeting held on 21 October 2004 were APPROVED and signed as a complete and accurate record.

### **04/079 MATTERS ARISING.**

The Outstanding Actions List, dated 18 November 2004 was reviewed.

The Lease of the Town Hall by the Godmanchester Senior Citizens Club (SCC) had been discussed at previous meetings and was now with the Town Clerk for finalisation with the SCC before being sent to the solicitors for formal documentation.

The MAYOR, together with Cllr BUTCHER and representatives from the GMC SCC, had attended a demonstration of a portable ramp to allow disabled access to the Town Hall. Whilst the equipment was robust and fit for the purpose, it was deemed to be too heavy to be used regularly by the SCC members. The Town Clerk was to write to the company to thank them for the demonstration and to advise them that the Town Council would not be buying their product. Consequently, the MAYOR had consulted with the HDC Conservation Officer who had recommended removal of the front step, building a ramp out into the car park and replacing the steps to the side of the ramp, on the QES side. Both Planning and Listed Building consent would be required and the Conservation Officer would work with the

architect, Graeme Campbell, on the design. The Town Clerk was to contact the architect to obtain a quote for the design and drawings.

The MAYOR summarised the situation concerning the production of the proposed ASBO flyer. He said that the first iteration had been too aggressive and the second had been too long and wordy. Additionally, the Police had, in the meantime, issued a Force-wide contact number at local rates for members of the public to use instead of the local number. It was AGREED that a large notice in the local paper encouraging the people in Godmanchester and other local communities to report crime and anti-social behaviour to the Police would be the best way forward. It was DECIDED that the Town Clerk was to contact the new Police Sector Commander and sister Councils to determine appropriate content. It was further DECIDED that Cllr Mrs HULL would raise the matter at the forthcoming meeting of the Police Consultation Committee.

#### **04/080 CORRESPONDENCE.**

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

The Town Clerk was to write to Smith of Derby to express concern that the relevant software had not been incorporated in the clock control mechanism when they carried out the recent upgrade. In the meantime, it was DECIDED that the changeover from BST to GMT would be carried out manually at the appropriate time if the existing chip did not recognise the correct date. The situation would be reviewed after the EU had decided on the formula for future changes.

The MAYOR drew attention to the NALC documentation concerning the employment of clerks. The Town Clerk was to compare his existing contract with this new directive. The Chair of the Finance WP was requested to review the new process for calculating the Clerk's pay scale.

A vehicle had damaged the "Welcome to Godmanchester" sign at the A1198 entrance to Godmanchester. The manufacturers, Malcolm Lane & Son had been asked to provide a quotation for repair and/or replacement. The cost of repair of the cast aluminium sign would be almost as much as a new casting. The posts were in good order. The cost of a new sign would be £875.00 + VAT and a delivery charge of £50.00 + VAT. These sums were APPROVED. The Town Clerk was to ask Ashley and Foster to remove the broken sign and the posts and store them until the new sign was available. He was also to ask the Highways Department whether large concrete flower tubs, similar to those on traffic islands in Huntingdon, could be placed in front of the new sign to prevent a similar occurrence.

Cllr COXHEAD agreed to represent the Town Council at the meeting about skateboarding in Huntingdon town Centre on 2nd December 2004.

#### **04/081 ACCOUNTS.**

The accounts set out in Appendix B were APPROVED.

#### **04/082 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.

Cllrs KYNOCH and Mrs HULL referred to the statutory notices displayed along Post Street relating to the proposed cycleway. They expressed their fears regarding parking, the safety of cyclists, the safety of pedestrians and difficulties for vehicles accessing and/or egressing properties along the route. There was a lively debate in which the majority of councillors present expressed continuing strong support for the scheme. No decision was made to change the Council's existing support for the measure. However, the Town Clerk was tasked with contacting Ms Murden of the CCC Transport Department to express concern about egress from properties across the cycle path into Post Street where the sight lines were poor.

#### **04/083 DISTRICT COUNCIL REPORTS.**

There was nothing to report.

#### **04/084 WORKING PARTY (WP) REPORTS.**

**CHUMMS and A14.** There was nothing new to report.

**Cemetery.** Cllr COHEN reported that the commemorative seat was ready for installation. Wooden panels had replaced the windows in the shelter. There were 6 to 8 grave spaces that were now ready for "lawning" and the Town Clerk was to contact the contractor to carry out this work.

Cllr COHEN also suggested that, when the charges were reviewed, provision was made to include for the cost of turfing after the grave had settled. The existing charge for the temporary removal of headstones for renovation/amendment might be deleted. This would be discussed at a subsequent Finance WP meeting.

Cllr COHEN confirmed that the gravedigger was now removing surplus spoil following an interment.

Having received an estimate from Breheny, the Town Clerk was to try to obtain 2 further quotes for the surfacing of the cemetery car park. Expenditure of up to £12,000.00 was APPROVED. Additionally, he was to contact the Huntingdon Town Clerk to obtain details of the Primrose Lane cemetery, with particular regard to the alignment of headstones.

**Environment.** Cllr BUTCHER advised that the delayed Bus Shelter programme would recommence in the near future. Godmanchester was waiting for a new shelter on Tudor Road.

The Environment Agency had started replacing the winding gear on the main sluice. Work would continue until the end of February 2005. There would be a metal container located just across the sluice. Access across the bridge would not be interrupted for any lengthy periods. Work was also being carried out on the side weirs on the path to the lock. The footpath would be closed until 23 December 2004 and statutory notices had been displayed.

Cllr BUTCHER reported that the shrubbery in both Buttermel Meadow and Devana Park required trimming. The Town Clerk was to contact the contractor to carry out the work.

The Environment WP had decided that the two metal benches on The Avenue should be replaced and after discussion it was DECIDED that the Town Council would purchase two “Phoenix” model seats, with arms, at a cost of £376.00 each. They would require concrete bases and the Town Council APPROVED the expenditure of up to £1000.00 to obtain the seats and complete the installation. Ownership of the existing benches was in doubt and the Town Clerk was to write to the Freemen of Godmanchester to ascertain whether there were any objections to the proposed replacements.

The WP had also decided that the play equipment in Devana Park had reached the end of its useful life and recommended that it should be replaced with a more “younger child” friendly structure. A new bench seat was also required. The Town Clerk was to write to Fergusons to obtain an estimate for the cost of removal and disposal of the existing play equipment and he was also to write to the residents to advise them of the proposal to replace it with more appropriate equipment. Following further discussion of the type of replacement equipment the Council APPROVED the expenditure of up to £8,000.00 for the project.

The plastic litterbins at Judith’s Field needed replacing and an extra bin adjacent to the seat on the grass area of The Causeway was also required. HDC would look into the possibility of providing an extra bin on The Causeway. The Town Council DECIDED to purchase two bins for Judith’s Field and up to £500.00 was APPROVED.

Cllr BUTCHER reminded the Town Council that the statutory notices concerning the conversion of certain footpaths to shared cycle/footpaths had been in the Press for publication on 11 November 2004 and that the closing date for objections and/or representations was 2 December 2004.

A bid had been made, following advice from the HDC Conservation Officer, for the installation of a simple cycle rack to be located outside QES.

Town Clerk’s Note: HDC has confirmed that they will install and meet the costs. The HDC projects team would be undertaking the work and would programme it in the next few weeks. They would contact the Town Clerk once an installation date was known.

**Finance.** Cllr Mrs MOORE advised the Town Council that there was a need to replace the chairs and tables in QES. Additionally the electric cooker needed replacement. It was proposed that up to £6,500.00 should be spent on this project and was APPROVED.

Cllr Mrs MOORE then discussed the detail of the proposed budget for the financial year 2005/2006. Amongst the detail was a proposal that grants totalling £9,000.00 and £5,000.00 for youth activities and these sums were APPROVED. In order that future provision for a possible youth club extension to Judith’s Field it was suggested that a new account should be set up with an initial £20,000.00 and an annual addition of £11,000.00 for the purpose. This was APPROVED and as a result, the proposed precept for the next few years would be set at £110,000.00. APPROVED.

It was DECIDED that the Town Clerk was to create a spreadsheet illustrating the running costs of vandalism.

There was a vote of thanks for Cllr Mrs MOORE for all the hard work she had put in on preparing the budget.

Cllr Mrs GODLEY made her apologies and left the meeting at 9.45pm.

**Flood Defences.** There was nothing further to report but the Town Clerk was reminded that he was to chase the Environment Agency for their up-to-date situation report.

**Property/Judith's Field.** Cllr GOFF reported that the problem with the CCTV coverage at Judith's Field had not yet been resolved.

He advised that estimates for the roof repairs were still awaited.

Town Clerk's Note: An estimate has now been received from Ashley & Foster.

Cllr GOFF further reported that the kick wall had now been installed and was well received. It was suggested that there should be a press release to the local papers outlining the new facilities that had been installed at Judith's Field, including the shelter that had been funded by SITA and HCSP.

The state of the skateboard ramps indicated that they needed painting before the winter. The Town Clerk was to remind HDC that this needed doing.

The finger post at the corner of West Street and The Causeway had been broken again and the Town Clerk was authorised to get it repaired. The fragments were being stored at Dr Middlemiss's house on West Street.

**Health & Safety.** Cllr J COXHEAD was asked to remind ex-Cllr R Coxhead that the work he had carried out on a Health and Safety strategy should be forwarded to the Town Council as soon as possible.

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

**Youth Matters.** Cllr Mrs HULL drew the Council's attention to the e-mail she had sent to all concerning the meeting she had attended on "Parish Councils – You and Your Young People".

There was discussion concerning the possibility of providing facilities for a Youth Club at Judith's Field. It was not certain what was needed and the Council wanted to know whether there was a need to contribute towards the cost of a youth worker. Cllr Mrs HULL advised that there was to be a further meeting the following week and she was asked to represent those views to the meeting. The focus of the meeting would be Anti Social Behaviour, burglaries and shop crime.

HCSP was to hold a meeting to review strategy and Cllrs Mrs HULL and Mrs LOOKER would attend.

**ANY OTHER BUSINESS.** There was no other business to discuss.

**THE NEXT COUNCIL MEETING WILL BE HELD ON 16 DECEMBER 2004 AND WILL BE GOWNED.**

The meeting ended at 10.05 pm Mayor