

**GODMANCHESTER TOWN COUNCIL  
MINUTES OF THE MEETING HELD IN THE GODMANCHESTER TOWN HALL  
ON THURSDAY 21 SEPTEMBER 2006**

**PRESENT:** H R BUTCHER Town Mayor  
Councillors: D BROWN, W D BUTTERWORTH, B HENNESSY, Mrs H HULL, E  
KYNOCH, Mrs A M LOOKER, Mrs B MOORE, G WILSON

Town Clerk: Mrs M LIDDIARD  
Mace Bearer: M WILLIAMS

**APOLOGIES:** M COHEN Deputy Town Mayor, Cllrs Mrs C A GODLEY, A GOFF, C R  
HYAMS, Mrs E TREHARNE-JONES  
**ABSENT:** C VANE PERCY

There were 9 members of the public present

**06/066: DECLARATION OF ACCEPTANCE OF OFFICE**

Mr Bill Hennessy read his Declaration of Acceptance of Office to those present and signed in the presence of the Town Clerk. The Mayor welcomed him formally to the Town Council.

**PRESENTATION:** Mr Rowlinson, Environment Agency attended to provide feedback to the Town Council of the recent consultation on flood alleviation. The exhibition was well attended and the Environment Agency would now draw-up a shortlist of schemes, identify their preferred option and by December/January further consultation would take place. It was hoped by Spring 2007 they could apply for funds for the agreed preferred option. The Town Council asked Mr Rowlinson for further details regarding the flooding which took place at Easter 1998 as there is no record of the floods affecting Godmanchester. Members of the public were given the opportunity to make their points to Mr Rowlinson who agreed to look into the points raised.

Mr Rowlinson and the members of the public were thanked for attending and THE MAYOR asked that the Town Council be kept informed of developments as they were made.

**MAYOR'S ANNOUNCEMENTS**

THE MAYOR has represented the Town on 6 occasions since the last meeting, the DEPUTY MAYOR on 2 occasions and CLLR BUTTERWORTH on 1 occasion.

The annual Civic Service was held on 17th September conducted by Reverend David Busk. The service was well attended by visiting dignitaries including the High Sheriff and Chairperson of CCC. THE MAYOR thanked those Cllrs who had attended but declared his embarrassment at the poor turnout from Godmanchester Town Council. This was the Town's opportunity to return hospitality and he had been asked by several people where his Town Councillor's were. Please note next year's service will be held on 16th September 2007 and the next MAYOR would appreciate support.

THE MAYOR and MAYORESS had been to Wertheim to celebrate the 25th anniversary of the signing of the Twinning Charter between Godmanchester/Huntingdon and Wertheim. It

co-incided with the State Festival and they had taken part in a parade of 2600 people with 15000-20000 onlookers.

THE MAYOR reported that he, the Town Clerk and CLLR MRS HULL had attended a workshop on Freedom of Information. He advised we would need to provide a publication scheme stating our policy on provision of information and any related charges and that we would also need to consider our record management.

The list of Cllrs responsibilities was reviewed and it was AGREED that CLLR HENNESSY would prepare a draft policy and procedure for dealing with complaints. CLLR HENNESSY would also field any correspondence relating to NHS matters.

It was AGREED that CLLR MRS HULL would be the point of contact for Police Liaison.

THE MAYOR stressed that all Cllrs should state clearly the “hat worn” when attending meetings. Confusion must be avoided when they could be attending either on behalf of District Council, County Council or on a personal level. It was also essential that all correspondence be directed through the Town Clerk and that Cllrs keep the Town Clerk informed of any involvement with outside agencies that related to the Town Council.

The Town Clerk would obtain a cost for Town Councillor visiting cards.

THE MAYOR, had met with Mr Fechter following up the matter of the Stopping Up Order. Following the meeting, further information had been supplied to Mr Fechter relating to other planning applications.

THE MAYOR and MAYORESS have been invited to Szentendre in October to celebrate the 50th anniversary of the uprising. A sum of £300 in respect of travel arrangements was APPROVED.

The Town Clerk's Assistant would be on holiday from 9-13 October. The Town Clerk would be away from 23-30 October.

#### **06/067 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 17 August 2006 were APPROVED and signed as a complete and accurate record.

#### **06/068 MATTERS ARISING.**

The Outstanding Actions List, dated 17 August was reviewed.

The Town Clerk presented 3 quotations for replacement safety flooring in the ladies, gents toilets and kitchen in the QES. The quotation from Feneley Flooring in the sum of £980 +VAT was APPROVED. Town Clerk would arrange supply and fitting.

The Town Clerk had obtained 3 quotations for provision of vertical blinds in both halls in the QES. The Town Clerk was also asked to obtain quotations for curtains.

Sally Woodcock, Painting Conservator, had produced a report on the damaged Mayoral Board and her recommendation to treat the problems. Town Clerk would ask for further information, to include insurance held by Mrs Woodcock, and ask if we could see examples of other similar projects she had undertaken.

**06/069 CORRESPONDENCE:** See Appendix A

A discussion took place regarding Young Lives. Due to the confidential nature of correspondence, it was AGREED that an EXTRAORDINARY MEETING would be held, date to be confirmed.

A letter to Young Lives was discussed and it was AGREED the Town Clerk would write, requesting a response to our invitation to make a presentation to the Town Council.

Cedar HR Software Ltd have written requesting permission to place markers on the 10 spaces they lease from the Town Council at Judith's Field as vehicles from other companies are using their allocated spaces. It was AGREED they could do so, and Town Clerk would write to all companies on the Business Park advising them that the remainder of the car park was for users of the hall and not for business parking.

A letter from CLLR MRS HULL regarding e-mails from CLLR HYAMS was read to those present. Due to the confidential nature of the correspondence, it was AGREED to discuss the matter further at the EXTRAORDINARY MEETING, date to be confirmed.

CLLR BUTTERWORTH has received Conservation Management Plans. CLLR MRS HULL, CLLR MRS LOOKER AND CLLR KYNOCH have copies for their roads. Further copies would be obtained and CLLR BUTTERWORTH asked for all comments before the next Town Council meeting.

CLLR BUTTERWORTH reported he had attended a briefing on Biffa Awards. The proposed new skatepark would be an ideal project to put forward for a grant and CLLR GOFF has been passed copies of all paperwork.

CLLR MRS MOORE advised the formal agreement from Smiths Gore in respect of the increased annual rent for the Allotments had been received and would be signed and returned by the Town Clerk. The new rent of £750 per annum will take effect from 11 October 2006.

CLLR BUTTERWORTH left the meeting at 10.51pm

**06/070 ACCOUNTS.**

The accounts set out in Appendix B were APPROVED.

CLLR MRS MOORE reported the Annual Audit had been returned and a notice would be displayed advising the closure of the audit. The Town Clerk was congratulated. Comments made by Moore Stephens in relation to the recommendations by the internal auditor, had already been adopted by the Town Council. Thanks would also be passed to Mr Sneath, Internal Auditor.

CLLR MRS MOORE reported that CALC had advised of an increase of around 4%. This was APPROVED.

The next Finance Working Party would be held on 11th October at 8pm. Chairs of working parties were asked to have considered their requirements for the next financial year.

CLLR HENNESSY left the meeting at 10.55pm

#### **06/071 PLANNING APPLICATIONS AND CORRESPONDENCE**

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

CLLR WILSON reported that the decision on the development of Wigmore Farm had been deferred. The Town Clerk would write to Planning to re-state our concerns.

CLLR WILSON would not be available for the Planning Working Party meeting in October. CLLR BROWN had agreed to chair the meeting.

#### **06/072 DISTRICT/COUNTY COUNCIL REPORTS.**

CLLR MRS GODLEY had provided a report to update fellow Cllrs. CLLR HYAMS had advised the Town Clerk that following the appeal made by the Offords in relation to the A14 there had been an out of court settlement. Further consultation would now be scheduled.

Town Clerk would request District and County Councillors to provide written reports on the occasions they could not attend Town Council meetings.

#### **06/073 WORKING PARTY (WP) REPORTS : not covered by correspondence**

It was agreed to defer any reports to the next meeting.

#### **ANY OTHER BUSINESS**

Nothing was raised

THE NEXT COUNCIL MEETING WILL BE HELD ON 19 OCTOBER 2006

The meeting ended at 11.15 pm Mayor