

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD IN THE
QUEEN ELIZABETH SCHOOL ON THURSDAY 16th JUNE 2011

PRESENT: A WELTON: Town Mayor
Councillors: Mrs S WORTHINGTON: Deputy Mayor; D BROWN; R BUTCHER; Ms J MacLEOD; A MARTIN; Ms D MIDDLETON; N PAULEY; C RICHARDSON; C VANE PERCY; G WILSON; Mrs S WILSON

Town Clerk: Mrs M LIDDIARD
Mace Bearer: Mr F CARTER

6 members of the public were in attendance

ACTION

11/087 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR TAYLOR: holiday; CLLR WELLS: holiday.

Cllr Vane Percy arrived at 7.32pm

Cllr Pauley arrived at 7.34pm

11/088 TO RECEIVE DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

CLLR MRS WORTHINGTON duly read and signed her Declaration of Acceptance of Office, which was witnessed by the Town Clerk as Proper Officer.

11/089 DECLARATIONS OF INTEREST

CLLR WILSON: any item relating to Environment Agency as they are his employer, item relating to school admissions as he is a School Governor for GMC CPS, one applicant for casual vacancy known to him as Lib Dem member; CLLR Ms MACLEOD: items relating to Jack & Jill as friends with families attending J&J; CLLR BROWN: re Grant Application for Huntingdonshire Holidays as he is a volunteer for HVB; CLLR Ms MIDDLETON: items relating to Wood Green as friends work there; CLLR Mrs WILSON: husband is an employee of EA and involved in GMCiB; CLLR WELTON: former Secretary of Huntingdonshire Conservative Association (Godmanchester Branch) 2 applicants for the casual vacancies are members; CLLR PAULEY: Chairman of Huntingdonshire Conservative Association (Godmanchester Branch) 2 applicants for the casual vacancies are members.

11/090 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 19th May 2011 were duly APPROVED and signed as a complete and accurate record.

11/091 PUBLIC PARTICIPATION SESSION

Mr Thackray, Chairman of GMCiB, thanked the Town Council for their on-going support and addressed the Town Council regarding the Grant Application submitted by GMCiB.

The draws for May and June for the 800 club were drawn.

11/092 CO-OPTION TO FILL CASUAL VACANCIES

Four candidates presented themselves to the Town Council in respect of the 3 casual vacancies. They were advised a discussion would take place later in the meeting and they would be advised the following day regarding the outcome.

11/093 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR advised he had represented the town on 9 occasions since the last meeting.

THE MAYOR confirmed he had issued an invitation to all Cllrs to attend a social occasion with himself and the Mayoress and would appreciate an early RSVP.

THE MAYOR advised the Town Clerk's Asst would be on holiday from 27th June for one week. All Cllrs asked to keep contact with the Town Office to a minimum during the week. The Town Office

All Cllrs

All Cllrs

would be closed on Wednesday 29th June.

THE MAYOR confirmed his holiday dates which included Gala weekend this year. He was grateful to CLLR VANE PERCY for agreeing to officially open Gala Day.

11/094 TOWN CLERK'S REPORT ON MATTERS ARISING

A report was presented on outstanding matters. CLLR MRS WORTHINGTON had advised a draft licence in respect of Jack & Jill nursery was expected the following week. The Town Council landlords would have to approve the content before there could be further discussion with Jack & Jill pre-school.

Clr Worthington

11/095 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 11/095 were considered. The Town Clerk would advise HDC of the Council's recommendations. THE MAYOR requested all Cllrs make an effort to attend Planning working parties whenever possible, as attendance had dwindled.

Town Clerk

All Cllrs

11/096 CORRESPONDENCE

GMC Community Association had identified several places where they felt an interpretation or information board could be an attractive addition to the town scene as part of the 2012 celebrations. The Town Council were happy to agree to provision of the interpretation boards in principle and would welcome more information about information to be included. Town Clerk would write to GMCCA to confirm.

Town Clerk

CLLR BROWN confirmed a report had been received from Croyland Building Surveyors in respect of the damp problem at Queen Elizabeth School. It was AGREED that costs should be obtained in respect of the recommended work to be carried out by the surveyors, in the first instance.

Town Clerk

CLLR WILSON confirmed a response had been received from CCC regarding recent issues of allocation of places for primary school children. It was AGREED to respond to this letter seeking an answer to outstanding questions relating to allocation of places for ALL Godmanchester families in September 2011 and the allocation of \$106 monies.

Clr Wilson/
Town Clerk

11/097 TO CONSIDER RECOMMENDATIONS FROM FINANCE WORKING PARTY IN RESPECT OF APPLICATIONS RECEIVED FOR GRANTS

The recommendations from the Finance working party in respect of 8 applications received for grants were APPROVED. Grants will be paid at the July Town Council meeting.

Town Clerk

11/098 FINANCIAL AND ACCOUNTS

11/098.1 The list of payments to be made in Appendix 11/098.1 was APPROVED.

11/098.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 16th June 2011, a copy of salary payments, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation as verified by THE MAYOR.

11/098.3 The following recommendations from the Finance working party were APPROVED:

- That the insurance policy with Zurich be renewed but some items should be removed from the insurance schedule. It was AGREED that Play pathfinder play equipment would remain on the insurance schedule. It was AGREED that the proposed MUGA would also be insured.
- That current values be obtained for all assets, CLLR MARTIN would assist the Town Clerk to obtain this information.
- That Town Council owned buildings be revalued and a replacement value for the War Memorial be found.
- That the appraisal form used by Holywell-cum-Needlingworth be approved as the template for Godmanchester Town Council staff and that all staff were to be appraised.
- That the CCC proposed Service Level Agreement be accepted, subject to minor changes AGREED by the Town Council and that the agreement would come into effect as soon as possible and liaison between CCC Youth Workers and local churches providing youth activities be encouraged. Town Clerk to confirm.
- That Godmanchester Senior Citizens Club receive a 5.5% increase in the contribution made towards utility costs for the Town Hall with effect from July 2011.

Town Clerk

Town Clerk/
Clr Martin

Town Clerk

Town Clerk

Town Clerk

11/099 WORKING PARTY REPORTS

11/099.1 A report from the Judith's Field Play Facilities working party was received and noted. The following recommendations were APPROVED:

- That the Town Council would formally request the drawing down of the remaining s106 funding earmarked for the provision of play facilities at Judith's Field, totalling approximately £54,000, to which the Town Council's ring-fenced £17,000 would be added, the majority of which would be used to deliver the MUGA and the rest kept for maintenance. ID 199; ID 215; ID 244 refer.
- The Town Council AGREED that THE MAYOR and CLLR MS MIDDLETON would sign the indemnity, together with the Town Clerk.
- That subject to minor contract changes recommended by CLLR MS MIDDLETON an order be placed with PPL.
- That groundworks and cabling be laid in respect of floodlighting provision but that plinths were not required at this stage.

**Mayor/
Cllr Middleton**

Cllr Middleton

11/099.2 The next Property working party would be held on 7th July to discuss outstanding property matters: Judith's Field pavilion, Queen Elizabeth school damp; progress on provision of a licence agreement for Jack & Jill. All Cllrs invited to take part.

All Cllrs

11/100 DISTRICT/COUNTY COUNCIL REPORTS

No reports received.

11/101 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: EXCLUSION OF THE PRESS AND PUBLIC.

It was resolved that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

11/102 TO DISCUSS APPLICANTS TO FILL CASUAL VACANCIES ON GODMANCHESTER TOWN COUNCIL

Following discussion, it was AGREED to co-opt Roger Coxhead, Peter Godley and David Underwood to fill the three casual vacancies on Godmanchester Town Council. Town Clerk would complete necessary paperwork as soon as possible.

Town Clerk

11/103 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: READMITTANCE OF THE PRESS AND PUBLIC

It was resolved that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

11/104 COUNCILLOR'S RESPONSIBILITIES

It was AGREED to defer this item to the next Town Council meeting.

MISCELLANEOUS

CLLR RICHARDSON advised a Carers Coffee Morning/Open Day would take place on Saturday 18th June in the Queen Elizabeth School.

CLLR BUTCHER reported that CCC Highways had confirmed the Godmanchester Town Sign partly hidden by foliage in West Street, was the responsibility of the Town Council. They had agreed in principle that it could be moved to a more suitable location, such as the triangle of land adjacent to the junction of West Street with Berry Lane. CLLR BUTCHER had asked for confirmation of the cost of this relocation.

CLLR BUTCHER reported he had cleaned all the lifebelts and painted some of the rusting litter bins. A new litter bin had been installed in Buttermel Meadow and a further bin would be ordered to replace the broken frog litter bin at Judith's Field.

CLLR BUTCHER advised a problem had arisen with the rising bollards restricting access to the London Road Cemetery. It was being investigated.

CLLR Mrs WILSON advised the residents group had renamed themselves the Tudor Field residents group and had been very active with many residents getting involved.

CLLR Mrs WILSON advised the GMCiB Scarecrow Festival was about to start in Godmanchester.

CLLR Ms MIDDLETON advised the MUGA would not now be in place for the start of the school holidays. HDC had asked the Town Council to consider taking responsibility for items at Judith's Field currently maintained by HDC. This would be discussed at the July meeting if HDC had produced a list of items to be considered.

CLLR BROWN asked that consideration be given to clearing the Mill Yard Steps again. CLLR VANE PERCY (who declared a personal interest) expressed his view that the weeds should be strimmed rather than clearing the steps completely.

CLLR PAULEY confirmed a further open meeting would be arranged to take place at the end of July. The Police Sergeant and Police Constable for Godmanchester would be invited as well as the PCSOs together with representatives from local groups.

The Town Clerk reported she had attended a meeting with Town Clerks from Huntingdon, St Neots, St Ives, and Ramsey, chaired by the Executive Leader of HDC. He was keen to develop partnership working between the District Council and Town Councils.

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 21ST JULY 2011 IN THE TOWN HALL

The meeting ended at 10.57pm

Mayor

Full copies of reports mentioned in the text above may be viewed in the Town Office.